

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING
Thursday, January 25, 2024**

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

SSFUSD Equity Definition

Equity, in SSFUSD, is defined as giving students what they need, when they need it to fulfill their potential.

The Board of Trustees invites the community to participate in this meeting in-person.

The Board meeting will be streamed live and you can view it by visiting this web page streaming link: <https://www.ssfusd.org/apps/pages/onlineboardmeeting>
(The link will be active shortly before 7:00 p.m. on January 25)

Translation: For in-person attendees, a Spanish language translation will be provided if requested through the Superintendent’s office, 650-877-8705, no later than 48 hours prior to the start of the meeting.

Traducción: La oficina de la superintendente, 650-877-8705, les proveerá una traducción en español a los asistentes si la piden 48 horas antes de empezar la reunión.

This meeting will include closed captions which require the Board to provide a break, for the captioner’s benefit, after approximately every 90 minutes.

OPEN SESSION - 7:00 p.m.

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE** will be led by Alta Loma MS student Diego Borja.
- D. LAND ACKNOWLEDGEMENT STATEMENT**

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

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

E. REVIEW OF AGENDA

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. Recognition for outgoing Student Trustee Sergio

K. STUDENT TRUSTEE REPORTS

1. Ira Sergio, Fall Student Trustee and ASB President SSFHS
2. Jamie Wong, Spring Student Trustee and ASB President ECHS

L. PUBLIC COMMENTS

For Items Not On the Agenda:

Public comment for items not on the agenda should not exceed 30 minutes. Public comments are limited to a maximum of three minutes per individual (per Board Bylaw 9323). In order to accommodate more speakers, the Board President may, at their discretion, limit the individual time per speaker to one or two minutes each if there are more than ten expected speakers.

To comment prior to the meeting:

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/boardmeeting1252024> beginning at 3:00 p.m. on Monday, January 22, until 3:00 p.m. on Thursday, January 25. These comments will be read by all Board members and posted on the District website's 2023-24 Board meetings at: <https://www.ssfusd.org/apps/pages/meetings>

To comment in-person during the meeting:

Public comments are limited to one to three minutes per individual (per Board Bylaw 9323). 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.

Special Meeting Comments:

In accordance with the law, the Brown Act, during special meetings, public comments are limited to only those items on the agenda.

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.

M. INFORMATION ONLY PRESENTATIONS

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

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1. EDUCATIONAL SERVICES

**a. Teaching and learning presentation:
Alta Loma Middle School**

Principal Nina Mendez will share, with the Board, educational priorities and programs at Alta Loma Middle School.

2. BUSINESS SERVICES

**a. Annual Audit Report for the Fiscal Year Ended June
30, 2023**

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A representative from EideBailly, CPAs, will present the District's annual audit report for the fiscal year ended June 30, 2023.

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- b. Measure J/Bond Audit for the Fiscal Year Ended June 30, 2023** 3

A representative from EideBailly, CPAs, will present the Measure J Bond financial and performance audit for the fiscal year ended June 30, 2023.

- c. Measure T/Bond Audit for the Fiscal Year Ended June 30, 2023** 4

A representative from EideBailly, CPAs, will present the Measure T Bond financial and performance audit for the fiscal year ended June 30, 2023.

N. PRESENTATION WITH POTENTIAL ACTION - None

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

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1. ADMINISTRATION

- a. Minutes of the December 14, 2023 Regular Board meeting. 5 - 41
- b. America’s Next Talented Stars (ANT) Sports Soccer Program for 2023-24. 42 - 50
- c. Children’s Center CSPP AB 110 rate increase contract for the 2023-24 school year. 51 - 55
- d. Children’s Center CCTR Continued Funding preschool contract for the 2024-25 school year. 56 - 60

2. EDUCATIONAL SERVICES

- a. Permission for Baden HS Wellness Counselor to attend the CASC Conference in Monterey, CA, on February 8-9, 2024. 61 - 62
- b. Permission for SSFHS staff member to attend the 2024 STEAM Symposium in Long Beach, CA, February 8-10, 2024. 63
- c. Permission for ECHS Jazz Band students to travel to Las Vegas, NV, on February 15-18, 2024. 64 - 65
- d. Permission for ECHS Boys and Girls Varsity Wrestling Team students to travel to Bakersfield, CA, on February 21-25, 2024. 66
- e. Permission for two Human Resources staff members and one Personnel Commissioner to attend the California School Personnel Commissioners Association (CSPCA) Annual Conference in Monterey, CA, on March 3-5, 2024. 67 - 68
- f. Permission for SSFHS students and chaperones to travel to Mexico for the Ballet Folklórico Joint Concert Trip on March 21- April 6, 2024. 69 - 70

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g. Permission for ECHS students and chaperones to travel to Italy for the “Grand Tour of Italy” on March 28-April 8, 2024.	71 - 72
h. Permission for SSFHS students and chaperones to travel to the Marin Headlands in Marin, CA, for the <i>Every 15 Minutes</i> program, on April 10-April 11, 2024.	73 - 74
i. Permission for Sunshine Gardens ES staff members to attend the Ascend SMARTER Intervention Summit in Denver, CO, on June 20- 22, 2024.	75 - 76
j. Addendum with the City of Daly City for the ELOP aftercare program for 2023-24.	77 - 78
k. School Accountability Report Cards (SARCs) for all sites.	79 - 80
 3. HUMAN RESOURCES	
a. Certificated Personnel Assignment Order.	81
b. Classified Personnel Assignment Order.	82
 4. BUSINESS SERVICES	
a. Purchase Order Listing, November 1 - 30, 2023.	83 - 90
b. Warrant Register, November 1 - 30, 2023.	91 - 127
c. Cash Receipts, November 1 - 30, 2023.	128 - 139
d. Declaration of surplus items.	140 - 145
e. Gifts to the District, December 2023.	146 - 148
f. Fundraising events for the 2023-24 school year.	149 - 150
g. Professional services agreements under \$25,000.	151 - 153

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INFORMATION/DISCUSSION

1. HUMAN RESOURCES

- a. Williams Uniform Complaints for 2nd Quarter Ending 12/31/23** 154 - 155

Staff will present to the Board, the Quarterly Report on Williams Uniform Complaints for the quarter ending 12/31/23, per Education Code Section 35186.

2. BUSINESS SERVICES

- a. Update on Governor’s 2024-25 Budget Proposal** 156

Staff will share, with the Board, information on Governor Newsom’s proposed State budget for the upcoming fiscal year as well as any potential implications to the District.

ACTION

1. ADMINISTRATION

- a. Resolution No. 24-01 African American History Month** 157

Staff recommends the adoption of Resolution #24-01: Honoring African American History Month.

- b. Resolution No. 24-02 School Counseling Week** 158

Staff recommends the adoption of Resolution #24-02: Honoring School Counselors.

2. EDUCATIONAL SERVICES

- a. Approval of a Special Education Agreement with Lindamood-Bell** 159 - 165

Staff recommends the approval of an independent contractor agreement with Lindamood-Bell for tutoring services in order to fulfill administrative agreement requirements beginning January 2024 - January 15, 2025, as presented to the Board.

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b. Approval of New Course Implementations 166 - 212

Staff recommends the approval of the following two CTE courses, Construction Tech 2, for implementation at the high school level, Green Engineering, for implementation at the middle school level, and World Cultures, for implementation at the middle school level in 2023-24, and the CTE course, Health Sciences 1, for implementation at the high school level, beginning in the 2024-25 school year, as presented to the Board.

3. HUMAN RESOURCES

a. Approval of the Minimum Wage Increase 213 - 214

Staff recommends the approval of the SSFUSD minimum wage increase to \$17.25 per hour, beginning January 1, 2024, as presented to the Board.

b. Approval of Variable Term Waiver 215

Staff recommends the approval of the Variable Term Waiver for Daniel Weir, a certificated employee at Westborough MS, retroactive to December 1, 2023, as presented to the Board.

4. BUSINESS SERVICES

a. Acceptance of Raposo Engineering, Inc. Hillside Parking and Drop-Off Project as Complete and Authorization to file a Notice of Completion 216 - 218

Staff recommends the acceptance of the Hillside Parking and Drop-Off Project #17-23 as complete, and ratify staff's action to execute and file the Notice of Completion, as presented to the Board.

b. Approval of Cumisky Construction Corporation Toilet Pod Repairs Project as Complete and Authorization to file a Notice of Completion 219 - 221

Staff recommends the acceptance of the Toilet Pods Repairs Project #01-23 as complete, and ratify staff's action to execute and file the Notice of Completion, as presented to the Board.

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- c. Approval of Award of Contract to Capital Engineering for the HVAC Projects Package B** 222 - 235

Staff recommends the approval of the award of contract to Capital Engineering, in the amount of \$48,600, for commissioning services for the HVAC Projects Package B, as presented to the Board.

- d. Approval of Award of Contract to Game Time for the Playground Equipment at the Hillside School Site** 236

Staff recommends the approval of the award of contract to Game Time, in the amount of \$102,141.68, for playground equipment at the Hillside School Site, as presented to the Board.

- e. Approval of Award of Contract to Game Time for the Playground Equipment at the Mills Montessori Pre-School** 237

Staff recommends the approval of the award of contract to Game Time, in the amount of \$66,762.01 for playground equipment at the Mills Montessori preschool, located at the Hillside School Site, as presented to the Board.

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

Board meetings are being held in the Baden HS gym, unless otherwise noted.

February 8, 2024

- Introduction of new Student Trustee Wong
- Teaching and learning presentation - ECHS
- Presentation on Performance Management - Special Education
- Approval of implementation of Science for Scientists for 2024-25
- Approval of 2024 Young Audiences Professional Development MOU
- Approval of MOU w/ SVEF Elevate Math - 2024 Summer School Programs

February 15, 2024 - Board study session *(Board room)*

- Presentation and approval - Strategic Plan
- Presentation - CA Dashboard and Differentiated Assistance
- Presentation - LCAP mid-year report/update pre

February 29, 2024

- Teaching and learning presentation - Skyline ES
- Teaching and learning presentation - Junipero Serra ES
- Presentation on Performance Management - English Learners
- Resolution for Women's History Month (March)
- Resolution for Red Cross Month (March)
- 2024 CSBA Delegate Assembly election
- Approval of DTS contract for 2024-25
- Approval of declaration of need for fully qualified educators, 2024-25

March 14, 2024

- Teaching and learning presentation - Buri Buri ES
- Presentation on Structured Literacy Block
- Presentation and approval of Second interim budget report "positive certification"
- Approval of recommended dates for 2024-25 LCAP and budget hearings and adoptions

March 28, 2024

- Teaching and learning presentation - Los Cerritos ES
- Teaching and learning presentation - Children's Center
- Presentation on Induction
- Presentation on Nutrition Services Department
- Resolution for Child Abuse Prevention Awareness Month (April)
- Resolution for Autism Awareness Month (April)
- Approval of LCFF supplemental funded positions
- Resolutions for retirees

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

Pursuant to Government Code 54954.2, Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, should contact Nalani Allen-Cantley, Senior Executive Assistant to the Superintendent, at least three working days prior to the meeting at (650) 877-8705. Notification in advance of this meeting will enable the District to make reasonable arrangements to ensure accessibility.

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board, Meetings*).

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: January 25, 2024

RE: Review of the 2022-23 Annual Audit

BACKGROUND:

Education Code 41020.3 states that:

“By January 31 of each year, the governing body of each local education agency shall review, at a public meeting, the annual audit of the local education agency for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or management letter issue. This review shall be placed on the agenda of the meeting pursuant to Section 35145.”

The District’s independent auditor, EideBailly, has conducted an audit of the district’s financial statement and records for fiscal year 2021-22. The results of the audit and expressed opinion of EideBailly are provided in the attached audit report.

EideBailly issued an “Unmodified Opinion” report for the District. An “Unmodified Opinion” means that the financial statements are presented fairly, in all material respects, and in accordance with the applicable financial reporting framework.

A representative from EideBailly will be available virtually at the meeting to provide an overview of the audit report.

Copies of the Audit Report are available to the public upon request and the report is also located on the District website.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

For 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

DATE: January 25, 2024

RE: Review of the Measure J Bond Audit for Fiscal Year 2022-23

BACKGROUND:

On November 2, 2010, the voters of South San Francisco Unified School District approved the \$162 million Measure J general obligation bond initiative, under the requirements of Proposition 39 (2000), the School Facilities Local Vote Act.

Pursuant to Proposition 39, the district must “conduct an annual, independent financial and performance audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for the school facilities projects.”

In the auditor’s opinion, the financial statements of Measure J present fairly, in all material respects, the financial position of the bond funds as of June 30, 2023.

A representative from EideBailly will be present virtually at the meeting to provide an overview of the audit report.

Copies of the Audit Report are available to the public upon request and the report will also be located on the District website.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

For 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
DATE: January 25, 2024
RE: Review of the Measure T Bond Audit for Fiscal Year 2022-23

BACKGROUND:

On November 8, 2022, the voters of South San Francisco Unified School District approved the \$436 million Measure T general obligation bond initiative, under the requirements of Proposition 39 (2000), the School Facilities Local Vote Act.

Pursuant to Proposition 39, the district must “conduct an annual, independent financial and performance audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for the school facilities projects.”

In the auditor’s opinion, the financial statements of Measure T present fairly, in all material respects, the financial position of the bond funds as of June 30, 2023.

A representative from EideBailly will be present virtually at the meeting to provide an overview of the audit report.

Copies of the Audit Report are available to the public upon request and the report will also be located on the District website.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

For Information and Discussion Only

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of December 14, 2023

SSFUSD Equity Definition

Equity, in SSFUSD, is defined as giving students what they need, when they need it to fulfill their potential.

OPEN SESSION - 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 p.m.

1. Superintendent evaluation.

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

B. ROLL CALL

Board Members:	Ms. Amanda Anthony - Present Dr. Chialin Hsieh - Present Ms. Daina Lujan - Present Mrs. Patricia Murray - Present Mrs. Mina Richardson - Present Ms. Ira Sergio, Student Board Member - Present
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Cabinet Members:	Dr. Shawnterra Moore, Superintendent - Present Mr. J. Marwan Hannon, Assistant Superintendent, Human Resources and Student Services - Present Mr. Keith Irish, Assistant Superintendent, Educational Services and Categorical Programs - Present Mr. Ted O, Assistant Superintendent, Business Services - Present
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- C. PLEDGE OF ALLEGIANCE** - was led by Ponderosa ES 5th grade student Lorenzo Perez. Principal Julie Erskine said Lorenzo is patient, kind, independent, hard-working, and takes his learning seriously. He is a creative illustrator, enjoys math, reading, baseball, and looks forward to Outdoor Education next month. Lorenzo wants to be a dentist.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION - Nothing to Report

F. BOARD OF TRUSTEES' REORGANIZATION – THE SUPERINTENDENT ASSUMES THE CHAIR

Superintendent Shawnterra Moore assumed the chair and facilitated the SSFUSD Board Reorganization. She noted that per BP 9100, the Board will first select the position of President, followed by the Clerk, and then the Vice President.

Election of President

Trustee Amanda Anthony nominated Trustee Patricia Murray and Trustee Chialin Hsieh nominated Trustee Daina Lujan for the presidency.

Trustee Mina Richardson commented that whoever is nominated to serve as the Board President, they need to be a leader and work towards uniting the Board.

Dr. Moore advised that she would administer a roll call vote, during which time each Trustee would indicate which nominee they vote for to be Board President.

MOTION #84 (Lujan/Anthony) to approve the nomination of Trustee Lujan for President. (AYES: Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

Election of Board Clerk

Trustee Murray nominated Trustee Hsieh for Board Clerk. There were no other nominations for this office.

MOTION #85 (Anthony/Lujan) to approve the nomination of Trustee Hsieh for Clerk. (AYES: Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

Election of Vice President

Trustee Murray nominated Trustee Anthony for Vice President. There were no other nominations for this office.

MOTION #86 (Lujan/Anthony) to approve the nomination of Trustee Anthony for Vice President. (AYES: Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

G. NEW BOARD PRESIDENT ASSUMES THE CHAIR

President Lujan shared the following remarks.

“I just wanted to thank my colleagues for their support and wanted to share with the community that when I started on this Board, my son had just turned 3. He's just about to turn 12, and it has been an ongoing pleasure to serve this community and I'm thankful for your support.”

ACTION *(continued)*

1. ADMINISTRATION *(continued)*

a. Resolution No. 23-56 Honoring Trustee Hsieh

The resolution was read by Trustee Murray.

MOTION #87 (Anthony/Murray) to adopt Resolution #23-56: Honoring Trustee Hsieh for her service as President of the Board 2022-23. (AYES: Student Trustee Sergio, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

Outgoing President Hsieh shared the following remarks.

“Dear community, fellow Board members, teachers, staff, administrators, Superintendent Dr. Moore, and the Cabinet,

As I stand before you today, I am filled with gratitude as I depart the role of school board President. It has been an incredible journey, and I am profoundly grateful for the privilege to have served our community in this capacity.

Over the past year, our school district has undergone significant transformations, and together, we've faced both triumphs and challenges. Through it all, the support and commitment of our community have been solid, and for that, I am sincerely thankful.

Our achievements, large or small, are the result of the collective dedication of our teachers, staff, administrators, parents, and, of course, the incredible students who inspire us every day. Together, we've strived to create an environment that fosters learning, growth, and inclusivity.

As I pass on the responsibility of Board President, I am fully appreciative of the capabilities of our incoming school Board President Lujan.

To my fellow Board members, thank you for your collaboration, wisdom, tireless efforts, and support. Your passion for education and the well-being of our students have been a driving force, and I am proud to have worked alongside such an amazing team.

To our teachers and staff, your commitment to shaping the minds of our youth is nothing short of inspiring. Your hard work is the foundation upon which our students' futures are built.

And to the parents and community members, your involvement and advocacy have been instrumental in creating a thriving educational environment. Your partnership is vital, and I encourage you to continue supporting our schools on this journey of continuous improvement.

Last, but not least, the incredible leadership team from Superintendent Dr. Moore and the Cabinet has been the cornerstone of our achievements. Their remarkable dedication, strategic vision, and tireless efforts have guided our school district through countless milestones, and I am deeply grateful for their commitment to the success and well-being of our students.

In closing, thank you all for this incredible chapter of service and I look forward to continuing to be part of the success and growth of our school district.”

1. HUMAN RESOURCES

a. Resolution No. 23-57 Honoring Commissioner Scott Grindy

The resolution was read by Board Clerk Hsieh.

MOTION #88 (Anthony/Murray) to adopt Resolution #23-56: Honoring Commissioner Scott Grindy for his service as a Personnel Commissioner from December 2017 through December 2023. (AYES: Student Trustee Sergio, Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

H. REVIEW OF AGENDA - No changes.

I. PTA COUNCIL REMARKS - Nicole Longa, Ponderosa PTA President, reported in place of President Lauren Kitchen. She thanked Board and Cabinet members who attended last week's PTA Holiday dinner. She also thanked everyone for supporting the science festivals which are a fun way to engage students in scientific ideas and learning and also provide opportunities for family engagement. 50 to 80 parents, middle school students, and community volunteers help at each festival. Supporters will be told when spring festivals are being held. She said, "On behalf of the PTA Council and all of the PTA leaders in the District, we would like to wish you all a Happy Holiday and hope you have a restful Winter Break."

J. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - President Elizabeth Bales-Stutes reported that Adult Ed hosted two open houses this month. Yesterday they held their first in-person event on campus organized by Modern

Office Technology students, where the community learned about course offerings. She said the English Learners inspire her daily, with some coming from challenging backgrounds and arriving with little more than the clothes they are wearing. But nothing is stopping them from receiving an education. “All of them and all of their classmates continually demonstrate the highest level of commitment and effort and show each other and me kindness, support, and grace. No one is left to struggle alone with school work or personal challenges.” “I’m humbled every day by these extraordinary wonderful people.” She wished everyone good health, a joyful season, and the love and support of friends, family, and the community.”

South San Francisco Classroom Teachers Association - Interim President Shari Giusti acknowledged the productive season of the SSFHS Warriors football team. She said, “This is the kind of success that turns into blockbuster movies. So I would like to commend the team for their efforts, and the coaches for their foresight in getting the players to realize what is possible. Now I ask you, can we bottle up whatever led to that successful outcome and apply it everywhere?” She credited the coach for believing in his players, who then believed such an outcome was possible. “Words matter. This is why the role of the educator is so essential. The educator can frame what is possible. Even if students don’t yet have a growth mindset for themselves.” She said coaches have insight into players’ strengths and how each one can contribute their special talent to benefit the entire team. “Each player had to make daily smaller positive choices, both on the field and off, to achieve such success.” Ms. Giusti advised, “As you embark on a multi-year implementation of a Strategic Plan for SSFUSD, please remember the integral role that teachers play in the educational development of students.” “Our students deserve to experience successes like the Warriors football team did in every academic pursuit they endeavor.”

California School Employees Association Chapter 197 - President Jolene Malfatti reported that Christmas will be a little brighter for several children thanks to the wonderful District employees who donated many items to the CSEA toy drive this year. “When delivering the toys and cash donations to the police station, two police staff members...kept giving words of appreciation, saying...school employees are so caring. Please convey our thanks to all.” Ms. Malfatti said she appreciates everyone who supported the event including the Board, Cabinet, and employees who participated and made a difference. During the toy drive, outgoing Personnel Commissioner Grindy was honored for his years of service. She wished everyone Happy Holidays and a wonderful 2024.

K. PERSONNEL COMMISSION - Assistant Superintendent J. Marwan Hannon thanked former Personnel Commissioner Grindy for his years of service and reported that the next Commission meeting will take place on January 22, 2024.

L. ITEMS FROM THE BOARD - None

M. SUPERINTENDENT’S REPORT

- a. CSBA Annual Conference Report** - Superintendent Moore reported that she had the privilege of attending the annual California School Boards Association (CSBA) conference last week with all five Board members. “This was such a great opportunity to reconnect with one another and other trustees and superintendents, and to participate in sessions related to Board governance strategies, equitable access to all learners, students and community engagement, and mental health, wellness, and student safety...” “There was a wide variety of relevant and meaningful sessions that enabled the Board and I to reflect about SSFUSD in terms of what is being done well and what are the areas of growth and improvement needed. It was also affirming to see that some of the work that we are doing with our partnerships, with our Strategic Plan, with the desire to lean into educational equity with a focus on those who are historically underserved and marginalized, is the right work when you’re striving to create a district culture of inclusivity, equity, belonging, well-being, empowerment, and engagement!” Dr. Moore spoke about one particular speaker, Dr. Shawn Ginwright, a professor and author of the book, *The Four Pivots: Reimagining Justice, Reimagining Ourselves.* “He talked about the need to pivot to healing leadership; where to stop and look in the mirror, look within ourselves, our deepest fears and worries; seek to move beyond the transactional relationships and create transformative relationships with others, pivot from the lens of problem to possibility and see beyond the conditions that exist and have the courage and space to imagine something different. He said ‘Oppression tells us we do not have the permission to dream beyond it and as a result, we focus on the reduction of what we don’t want to see and instead...we should ask for abundance and then create metrics about what we want to see.’ He also said we need to pivot from the hustle to the flow and acknowledge it’s challenge for people to stop maneuvering in the frenzy, the grind culture of hustling all the time from busyness and how we associate how busy we are to our worth and importance and the need to find the flow of rest to slow down so that we have time to actually set more realistic expectations of ourselves; find time to reflect on your intentions and how you’re carrying those out; and the time to reflect on our emotions in order to have more deeper, more meaningful engagement with ourselves and those with whom we care about. It was a great reminder for all of us in our lives as educators, parents, and students - to take the time to look in the mirror at ourselves and reflect on who we are; the pain and the joys we carry, the successful and challenging experiences we have; and the feelings and ways in which we show up and reflect on how we aspire to do the work from within to grow, to be better; to shift our mindsets from seeing things as problems and see them more as possibilities; and to take the time to slow down and create space for more time for self; for others; for reflection.”
- b. Holiday Greetings for the Community** – The Superintendent said, “It has been an incredible fall, having students back from the summer break; inviting parents into our schools, creating engaging and fun events for our students;

seeing great academic, athletic, and performing arts achievements by our scholars, celebrating the accomplishments and recognition of our staff, and supporting a District and community-wide Strategic Plan that will seek to transform SSFUSD into being the premier district that provides a world-class educational experience for every learner, every day.” She hoped each person takes times during the holiday break to slow down, be introspective, recharge, and make positive human connections. “I wish the entire SSFUSD Community a wonderful and restful break spending time with loved ones, practicing self-care, appreciating moments together, and being grateful for what we have since tomorrow is not promised. Happy holidays to all!”

N. STUDENT TRUSTEE REPORTS

1. Ira Sergio, Fall Student Trustee and ASB President SSFHS, highlighted the following recent and upcoming events at her site: On November 25, the Warriors football team took home the title of CCS, Division 5 champions and advanced to the CIF NorCal Regionals, but did not win; the school, in collaboration with ECHS, held a canned food drive November 28 to December 8 with donations going to At the Crossroads; the Publicity and Recognition Commission is selling Christmas grams to spread excitement; the ASB class participated in their annual winter caroling to engage the students; winter sports including soccer and basketball are now underway; the annual winter program and jazz bands performed on December 11 with the community supporting them; and Winter Ball tickets go on sale in January when the theme, location, and date of the prom will be announced.
2. Jamie Wong, Spring Student Trustee and ASB President ECHS, shared the following news from her school; Spirit Week was held at the end of November to create a sense of school spirit which included a performance from the Advanced Performance Dance Program; on December 8 a winter rally was held to celebrate everyone’s hard work before finals and dead week; the Music Department will host their concert ‘Music for the Holidays’, on December 15 and showcase jazz tunes and holiday songs; Link Crew had a Cocoa and Cram Event for freshmen yesterday where students could seek help from upper classmen who would motivate them for their first high school finals; Students in Action showcased exceptional drive and community engagement by arranging multiple successful events such as Treats for Troops and Toys for Tots; and their ASB, along with SSFHS, hosted a canned food drive for At the Crossroad, an organization which assists families in need.

Ms. Wong congratulated Culinary Arts teacher Marlis Ringseis who was awarded the National Teacher of the Year. “Her impact extends beyond honor as she’s known for fostering a dynamic learning environment. I know many students who express their love for her class where they not only create delicious dishes but also acquire a diverse set of cooking and baking skills.

Her enthusiasm and expertise makes her a class favorite, offering a blend of enjoyment and culinary knowledge to all students.”

Ms. Wong acknowledged the efforts and perseverance of all students and wished them the best of luck. She hoped everyone stays safe and enjoys the holidays.

O. PUBLIC COMMENTS

Megan Connery, an ECHS teacher, spoke about HVAC. Firstly, she thanked Mr. O and his team for planning a better cafeteria for her site, but she was hoping for new HVAC systems. She said tomorrow is the first Spare the Air day this winter and when the air quality drops to unhealthy levels they are advised “...to keep all activities indoor, limit physical activity, [and] minimize opening and closing of doors. Tomorrow morning at 8:00 a.m., it's going to be 48 degrees.” If she turns on the heat, it pulls air from the outside so she either will have no heat in her classroom or there will be air quality issues. She suggested an excellent use of some Measure T funds would be to have HVAC systems at all schools.

P. INFORMATION ONLY PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Ponderosa Elementary School

Principal Erskine shared educational priorities and programs at Ponderosa Elementary School. She also recognized the following parent volunteers who will receive certificates of appreciation from the Board: Margarita Chenoweth, Jackie Chin, Cindy Ko, Nalalie Long, Nicole Longa, and Nicole Massoni.

District LCAP Goals

Ponderosa ES' programs and priorities are in direct alignment with the District's LCAP goals.

Demographics

Ponderosa ES is predominantly Hispanic/Latinx at 45%, followed by Asian at 22%, Filipino at 15%, White at 14%, Pacific Islander/Native Hawaiian at 2%, and Black/African American at 2%. Of the 366 total students, 51% are male, 49% are female, 19% are English Learners, 17% are students with disabilities and 33% are socioeconomically disadvantaged.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience and ongoing feedback to

teachers and support staff. Principal Erskine said her site is focused on the mirrors that reflect progress toward professional practices and the steering wheel for where they are going.

Attendance (2022-23 vs. 2023-24 Trend)

57.2% of students are in the Satisfactory tier this year vs. 41.6% last year, 27.4% vs. 38.8% are At Risk, 13.0% vs. 15.4% are Moderate Chronic, 2.4% vs. 3.9% are Severe Chronic, and 0.0% vs. 0.3% are Extreme Chronic. Ponderosa ES is trending in the right direction,

Principal Erskine noted that EveryDay Lab has been very helpful in tracking attendance.

Mission Statement

Principal Erskine said the Ponderosa ES community encourages and cultivates social and educational growth for all learners.

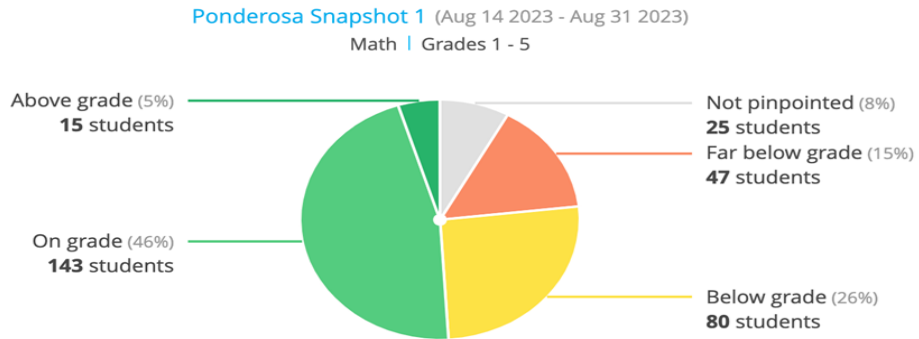
Five Areas of Focus

There are common agreements at Ponderosa ES where staff concur on what is important, what they share, and that these are in direct alignment with their LCAP goals.

1. **Common Language** - social emotional learning so there is a common language around how students communicate with one another and how educators communicate with the students.
2. **Soul Shoppe and PAX** - they are 100% trained in PAX and are able to maintain it every year. Every grade gets four sessions of Soul Shoppe with a focus on making things right with people and showing feelings in a productive way.
3. **Priority standards/Math Talks** - this is the focus of the collaborative inquiry cycle. Math Talks specifically focuses on the priority standards in kindergarten and first grade numbers up to 20, and from third through fifth grade working on place value.
4. **Small groups** - every student at the school is part of a small group, not just for intervention, but to get more individualized attention. Small groups give teachers a chance to see where every student is and lets each student be seen and talked to directly.
5. **Formative Assessments and Dibels/IXL** - common data used across all grade levels. Teachers plan together, using formative assessments and make classroom decisions that best support the students. They look at standards in various ways to accommodate different types of learners.

Math IXL

About 50% of Ponderosa ES students are proficient.



Reading – Dibels

This is basically phonics and looking at growth from K-5. This data is used to inform how they teach.

Grade K	23-24 BOY	14(36%)	10(26%)	4(10%)	11(28%)	39
Grade 1	23-24 BOY	11(26%)	6(14%)	13(30%)	13(30%)	43
Grade 2	23-24 BOY	13(22%)	4(7%)	26(43%)	17(28%)	60
Grade 3	23-24 BOY	10(16%)	8(13%)	25(39%)	20(32%)	63
Grade 4	23-24 BOY	10(16%)	9(14%)	33(51%)	12(19%)	64
Grade 5	23-24 BOY	9(15%)	15(25%)	22(35%)	15(25%)	61

Principal Erskine said creating a space to learn begins with relationships. The three different lenses of relationships are:

1. Teachers greeting every student, by name, daily - developing relationships between classes.
2. Inviting families in - student performances, math nights, or Ruby Bridges Day Walk.
3. A relationship with the greater community - PTA events, Friday night dances, or celebrating different holidays and their traditions.

CAASPP 2022- 23: All Students

Principal Erskine said they remained fairly consistent and are a little above the District average and State average.

ELA - The combined scores was 53.18% of students meeting or exceeding standard by grade level.

	ELA	Math
Standard Not Met	26.01%	21.71%
Standard nearly Met	20.81%	29.14%
Standard Met	24.28%	26.29%
Standard Exceeded	28.90%	22.86%
Combined Met or Exceeded	53.18%	49.15%

Math - The combined scores was 49.15% of students meeting or exceeding standard by grade level.

PTA

Principal Erskine said they have many PTA members and several different committees with every person lending their gifts and they could not make it happen without everyone’s work.

She expressed gratitude for the Ponderosa ES community that her staff has created, for the care they have for one another, and most importantly, the care they have for the students.

Trustee Richardson asked how many Ponderosa ES parents are members of their PTA. Principal Erskine replied there are about 185 members. Trustee Richardson said it is impressive and thanked Principal Erskine for the presentation. “You’re always fundraising and you’ve got these wonderful things happening in your school, and it’s just amazing to me.”

Trustee Hsieh complimented Principal Erskine on her wonderful presentation and photos. She asked what the attendance goal is. Principal Erskine replied they do not have a specific goal, but their concern was moving students out of the yellow range (above 10 absences per year). Trustee Hsieh commented on the math formative assessment and that in August, the students are already 50% or higher at meeting or above grade level. She asked what the data will be for November or December. Principal Erskine said the next IXL snapshot will be available in January.

Trustee Murray thanked Principal Erskine for the presentation. When she last visited the school, she witnessed a lot of learning in all the classrooms and a calmness because the students’ emotional needs were being met. Also, the parents and community lift up the students. ...I want to thank you for meeting the needs of the whole child...”

Vice President Anthony said everyone speaks highly of Ponderosa ES. “...they love their students, they love their teachers, they love their staff, they love you [Principal Erskine], and I’m really impressed with the community that you’ve built...and how everybody contributes.” She is glad of the focus on attendance and that Everyday Labs is working.

President Lujan said she was thankful that Principal Erskine brought the community together and everyone from staff to parents are united in having each student reach their full potential

b. Performance Management – Career Technical Education (CTE)




Performance Management

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, the PM information and coding legend is below.

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)

Director Jason Brockmeyer and CTE Coordinator Jennifer Rockett reviewed the District’s Career Technical Education in terms of Performance Management as a tool for analysis and improvement of performance. The CTE program integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to post-secondary education and careers, which are both options for students. They reviewed the CTE plan and management metrics, discussed middle school and high school CTE expansion and improvement opportunities, and priorities for the next three years. This presentation will be shared every other year when they celebrate the successes of the prior two years.

District LCAP Goals

CTE is focusing on LCAP goal one, academic achievement, to ensure all students can engage in high quality, relevant, and rigorous

pathways that ensure their college and career success. Over the last years, the CTE team has worked hard to strengthen the systems within their programs to ensure they are equipping students for success in the 21st century workforce.

CAR

Referencing the CAR graphic, Director Brockmeyer said the main focus of the work aligns with the seats in the car, ensuring the pathways adhere to the CTE curriculum standards, community college pathways, and industry expectations which guide students towards securing well-paying, high-skill and high-demand positions in the job market.

District CTE Graduate Data

Ms. Rockett said the CDE provides the baseline numbers, which is what they report to the State when requesting funding since CTE is mostly grant funded in SSFUSD. The baseline of 88.1% is the graduation rate goal. The CTE percentage in comparison to the school's, is a lot higher than the overall graduate cohort. This says a lot about how CTE has had a big impact on student achievements, specifically the graduation rate.

SSFUSD CTE GRADUATE DATA								
Metrics	Graduate Count		CTE Graduate Count		Graduate Rate %		CTE Graduate Rate %	
	20-21	21-22	20-21	21-22	20-21	21-22	20-21	21-22
School Year								
Graduated with a high school diploma	597	552	341	101	87.1%	91.7%	96.88%	100%
Graduated with special education certification	4	9	4	0	0.57%	2%	1.14%	0%
5th year graduate	6	10	1	0	0.86%	3%	0.28%	0%
Did not graduate	89	17	6	0	12.79%	3%	1.70%	0%

College and Career Indicator (CCI)

This measure is based on the number of high school graduates who are prepared for college or a career. College or career readiness means completing rigorous coursework, passing challenging exams, or receiving a State Seal of Biliteracy. Ms. Rockett noted that this has not been reported for the past two years, but in 2024 they will get the status for 2023 with the color-coded metrics. The 'X' indicates a two-year advanced placement pathway with college credit. It is no longer called dual enrollment because there's other forms in which people can earn college credit. There's also a-g completion and a new method, work-based learning. "It's important for us to look at these metrics and know this is what we want to make sure we are incorporated in our courses because those go towards our CCI." When a new high quality pathway is introduced, it is essential to have a CTE credentialed teacher.

College/Career Indicators	CTE Pathway Courses
Career Technical Education Pathway Completion	X
Grade 11 SBAC in ELA and mathematics	
Advanced Placement Exams	X
International Baccalaureate Exams	
College Credit Course (formerly Dual Enrollment)	X
a-g Completion	X
State Seal of Biliteracy	
Military Science/Leadership	
Work-Based Learning	X

SSFUSD CTE 5-year Plan

2018-19

The CDE has deemed these as foundational elements for starting a CTE program.

- 2+ year pathways
- Ensure standards based curriculum
- Increase CTE credentialed teachers - it affects the ability to have a pathway and to get monies from the State.
- Increase course access

2019-20

- Increase college credit course agreements/dual enrollment
- Increase UC A-G approved courses
- Expand advisory boards

2021-22

- Increase industry-recognized certifications
- Increase work experience/internship opportunities

2022-23

- Explore and establish Career and Technical Student Organizations (CTSOs) opportunities
- Establish middle school college and career focused electives
- Utilize pertinent data to expand and improve high school CTE pathways

CTE Key Indicators

Ms. Rockett pointed out that during COVID, CCI did not report out. Some items have moved from red to yellow, including dual enrollment/college credit courses, certifications, and the number of CTE teachers for more pathways, and dual enrollment/college credit courses, and certifications. They want to make sure a pathway directly

aligns with what the labor market needs and right now, residential and commercial building is where construction is headed.

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	
C&C Indicator Prepared	27.9%	30.3%	41.9%	N/A	N/A	N/A		
# of Students Enrolled	1043	946	1386	1692	1306	1566	1653	
# of CTE Teachers	11	13	14	15	10	10	11	
# of HQ CTE Pathways	6	9	11*	11*	8	8	10	
# of Completers	104	185	338*	267*	225	193		
# of Dual Enrollment Courses	0	3	4	6	8	12	12	
# of Industry Recognized Certifications	0	1	2	2	3	4	4	
CTSOs	0	0	0	0	0	2	2	

2021-23

The yellow highlights in the high schools are additions from 2021-23.

South San Francisco High School

Ms. Rockett noted that some certifications have been added. There is an IT Specialist under Computer Science and small volume metrology under Health Science and Medical Technology. A college credit course is under Hospitality, Tourism, and Recreation.

SOUTH SAN FRANCISCO HIGH SCHOOL							
Industry Sector	CTE Pathway	Concentrator Course	Capstone Course	UC A-G	Certifications	College Credit Course	Post- Secondary
Art Media and Entertainment	Performing Arts	Beginning Folklorico Dance	Intermediate Folklorico Dance	"f" Elective			CCSF SFSU
Art Media and Entertainment	Design, Visual, and Media Arts	Photography	Advanced Digital Photography	"f" Elective		ART 351 ART 352	ART 354 ART 431 Skyline SF Art Institute Academy of Art
Art Media and Entertainment	Production and Managerial Arts	Video Art	Advanced Video Art	"f" Elective			CSM SFSU
Building and Construction Trades	Residential and Commercial Construction	Construction Technology 1	Construction Technology 2				CCSF Cal State East Bay
Information & Communication Technologies	Software & Systems Development	Exploring Computer Science	AP Computer Science	"g" Elective "c" Elective	Information Technology Specialist for Java HTML and CSS		Skyline CCSF SFSU UC Berkeley
Health Science and Medical Technology	Biotechnology	Biotechnology 1,2	Biotechnology 3,4	"d" Elective	Small Volume Metrology	BTEC 400	BTEC 170 BTEC 171 Skyline SFSU Cal State East Bay
Hospitality, Tourism, and Recreation	Food Service and Hospitality	Culinary Art 1	Culinary Art 2	"g" Elective	CA Food Handler's Card	HTM 101 HTM 125	HTM 120 Skyline CCSF

El Camino High School

Now that they have a CTE credentialed teacher, Video Arts is a new 2-year pathway. It has the same curriculum as SSFHS. A certification was added in small volume metrology under Health Science and Medical Technology. The teachers for Information and Communication Technology and Health Science and Medical Technology do not currently have a CTE credential, but they are working towards it.

EL CAMINO HIGH SCHOOL								
Industry Sector	CTE Pathway	Concentrator Course	Capstone Course	UC A-G	Certifications	College Credit Course		Post-Secondary
Art Media and Entertainment	Design, Visual, and Media Arts	Video Arts	Advanced Video Arts	"f" Elective				CCSF California College of the Arts
Art Media and Entertainment	Design, Visual, and Media Arts	Photography	Advanced Digital Photography	"f" Elective		ART 351 ART 352	ART 354 ART 431	Skyline SF Art Institute Academy of Art
*Information and Communication Technologies	Software & Systems Development	Exploring Computer Science	AP Computer Science	"g" Elective "c" Elective				Skyline CCSF SFSU UC Berkeley
*Health Science and Medical Technology	Biotechnology	Biotechnology 1,2	Biotechnology 3,4	"d" Elective	Small Volume Metrology	BTEC 400	BTEC 170 BTEC 171	Skyline SFSU Cal State East Bay
Hospitality, Tourism, and Recreation	Food Service and Hospitality	Culinary Art 1	Culinary Art 2	"g" Elective	CA Food Handler's Card	HTM 101 HTM 125	HTM 120	Skyline CCSF

Baden HS

College Credit Courses

Ms. Rockett said it is difficult to have a pathway at Baden HS based on their schedule. It is hard to set up a 2-year pathway. However, Principal Prasad and the dual enrollment coordinator were able to get Counseling 101 (Prep for College) and 102 (Student Success Strategies) offered for credit.

Course and Self-Assessment

Areas of Growth

The 13 teachers looked at what they are teaching and went through the process of assessing what opportunities they are providing for students. Two prominent areas were work-based learning and professional development. Those were areas of growth that they needed to address. The teachers developed a course assessment last year and this year.

CTE Course and Self Assessment

*Share to jrockett@sfsusd.org

Assessment: Strength or Area of Growth	Evidence (Conference name and date, guest speakers, field trip locations, topics covered at the conferences/workshops)
CLASS:	
Industry Guest Speaker(s) <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	
Industry Recognized Certification(s) <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	
Career Readiness Workshops and Activities (i.e. resume writing, interviewing, financial literacy, etc.) <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	
Field Trips <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	
Career and Technical Student Organizations (CTSO): bpa, DECA, FBLA, FCCLA, FFA, HOSA, SkillsUSA, TSA <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	
TEACHER:	
Curriculum and Instruction Professional Development <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	
Industry Related Professional Development <input type="checkbox"/> Strength <input type="checkbox"/> Area of Growth	

CTE Professional Development Programs

Ms. Rockett said the teachers want to attend a lot of professional development opportunities. They all recently did the Equity, Inclusion, and Belonging Series and performed an equity audit to see some areas that need improved access for students.

- Worlds of Flavor
- Educating for Careers
- AME Institute Pop Up
- Computer Science Week Workshops
- NABT Annual Conference
- SPE Annual Conference
- Zine Making workshop
- High School Partners Conference
- Lightroom Reimagined
- Inkjet PH Printing Masterclass
- SEA-PHAGES Program

Work-based learning (WBL)

Ms. Rockett said with WBL, "...it's really important to know that it works on a continuum, and that you want to move from awareness and exploration to actually preparedness and implementation. The lower levels would include field trips and guest speakers, while the highest levels would have student participate in internships, either paid or unpaid.



Work-Based Learning (WBL) Continuum

Career Awareness/Exploration Introduction – Learning ABOUT Work	Career Preparation Concentrator – Prepare FOR Work	Career Training Capstone – Learn THROUGH Work
<p>Build awareness of the variety of careers available and explore specific career options based on interests and skills in order to make informed decisions about high school and post-secondary education or training.</p> <p>Sample Student Learning Outcomes Student can articulate the type of postsecondary education and training required in a specific career field as well as cite examples of how their own skills & interests relate to this career field or occupation.</p> <p>Experience Defined by:</p> <ul style="list-style-type: none"> Initial Interaction with labor and industry Student led exploration of emerging skills and interests Designed to broaden student's awareness of a wide variety of careers and occupations In-depth exploration of specific career paths <p>Career Readiness Learning might include:</p> <ul style="list-style-type: none"> Individualized student learning, college & career plan Career interest inventory Online career related program Job Readiness Skills workshops <p>Experiences might include:</p> <ul style="list-style-type: none"> Workplace Tours/Field Trips Guest Speakers Career Interest Assessment Informational Interviews College and/or Career Fairs 	<p>Apply learning through practical experience that develops knowledge and skills necessary for success in careers and postsecondary education or training.</p> <p>Sample Student Learning Outcomes Student builds effective collaborative working relationships with colleagues and customers; is able to work with diverse teams, contributing appropriately to the team effort.</p> <p>An Experience Differentiated by:</p> <ul style="list-style-type: none"> Direct interaction with mentors over time Application of transferable skills – communication, etc. Exposure to how activities have consequences and value outside of the classroom Student learning and mentor benefit are equally valued <p>Career Readiness Learning might include:</p> <ul style="list-style-type: none"> Job Readiness Skills workshops Business dress, behavior & etiquette training Mock interviews <p>Experiences might include:</p> <ul style="list-style-type: none"> Integrated project with multiple interactions with professionals/mentors Student-run enterprise with labor and industry involvement Job Shadow Virtual enterprise or other extended online interactions with labor and industry Projects with CTSO's Community Service 	<p>Train for employment and/or postsecondary education in a specific range of occupations.</p> <p>Sample Student Learning Outcomes Student demonstrates knowledge and skills specific to employment in a range of occupations in a career field.</p> <p>An Experience Differentiated by:</p> <ul style="list-style-type: none"> Interaction with mentors over extended period of time Develop mastery of occupation specific skills Complete certifications or other requirements of a specific range of occupations <p>Career Readiness Learning might include:</p> <ul style="list-style-type: none"> Job Readiness Industry Skill Certification Work Ready Certification <p>Experiences might include:</p> <ul style="list-style-type: none"> Community Classroom / Work Experience Cooperative Vocational Training Internship* - paid/unpaid Service Learning <p>*May also be referred to as:</p> <ul style="list-style-type: none"> On-the-job training Exploratory Work Experience

Youth Empowerment, Entrepreneurship, and Employment! (YEEE!)

Last summer, photography students were part of YEEE, so they photographed the entire internship experience and were then able to have that as part of a portfolio. Some students are currently presenting at the Skyline College art gallery.

In the summer of 2022, 11 students participated, and then this past summer, it was 19 CT students. Teaching assistants served as lab assistants and teachers also act as their supervisors. Students participated in a paid internship while still in school.

The Board recessed at 8:33 p.m. for a break and reconvened at 8:43 p.m.

Student Trustee Sergio left the meeting at 8:33 p.m.

Biotechnology 5/6

The Biotech 5/6 course is in its the third year in the pathway and is only offered at SSFHS, which has 15 students. In order to promote equity and access, Ms. Rockett said they opened it to ECHS students with 10 students enrolling. This is a college credit course. Transportation between the two schools is still a challenge.

Project Lead the Way (PLTW)

PLTW uses CTE exploratory electives that now exists in the District's middle schools.

- Explore various careers and begin to build workforce skills
- Assist students in acquiring and demonstrating skills such as collaboration, effective communication, and critical thinking
- Aligns with pathways offered in the high schools and the regional labor market
- Middle school enrollment: Alta Loma MS - 649, Parkway Heights MS - 588, Westborough MS - 519

Students enjoy being able to think outside the box and really connect what they're learning to potential careers. PLTW pathways are directly aligned with pathways that exist within the high schools.

2024 and Beyond

- New Patient Care Pathway for 2024-25 - Health Sciences and Sports Medicine. Patient care was one of the top three requests from students.
- National Centers for Construction Education and Research (NCCER) High School Home Builders - Core and Green Environment Certificates. A SSFHS teacher is NCCER certified.
- Food and Beverage Certificate through Skyline College beginning in 2024
- Certifications - OSHA 10, First Aid, CPR and AED, Adobe, and IT Specialist
- College Credit - Video Arts, Health Sciences/Sports Medicine, and Ballet Folklórico
- Construction Technology Pathway access for ECHS students
- College and Career opportunities for Baden HS students
- E-Portfolios - Resume, cover letter, WBL, certifications, and artifacts
- Teacher Professional Development - Academic and Industry
- UC a-g course updates
- PLTW expansion
- WBL opportunities expansion

Ms. Rockett thanked several people, including Mr. Brockmeyer, who help CTE happen in the District. She specifically called out teachers who really are the ones in front of the students implementing everything.

Trustee Richardson asked about enrollment in the construction trades pathways and a Baden HS wood shop. Ms. Rockett replied that there are four sections in Construction Technology 1 and one section of Construction Technology 2. They average 25-32 students in the first section. The second year does not have as many students since they

were not sure they would have a teacher, who has now been identified. Now several students are interested in taking section 2 next year. For Baden HS, they have their own wood shop. Trustee Richardson asked what OSHA 10 is and Ms. Rockett replied it refers to entry level basic safety such as wearing a hard hat or dealing with chemicals.

Trustee Hsieh said she was excited for the presentation and how the CTE program has been so built up. “So I appreciate your effort and the entire team to help our students so they can see there's a different way they can be successful.”

Trustee Murray said the construction classes at SSFHS are amazing and look like a regular construction site. “Thank you for your report and...for thanking everybody because I think that is important and I appreciate it.”

Vice President Anthony said she likes how the presentation does not use the term “college and career ready”, but emphasizes “college and/or career ready.” “I think it is really important to show kids they have lots of options.” She shared that in her day job, they worked with YEEE and said it is a fantastic program which District students who are at least 18, should join. They had interns the last two summers. Vice President Anthony asked about the Genentech job shadow. Ms. Rockett said the biotech students are the ones that go to Genentech so they can learn about the different jobs available there. The Culinary Arts students were able to visit the Culinary Institute of America in Napa and will also be going to SF City College to observe their program. Vice President Anthony said she would like to see more pathways at Parkway Heights MS. She asked if there could be a future teaching pathway. Ms. Rockett said there is a need, but the pathway does not provide a job with a livable wage and their funding often links to high quality pathway experiences that actually lead to jobs for students to be able to work where they live. She said this is true with food service, medical assisting, and early childhood education.

President Lujan said the presentation provided a lot of data in an understandable way. “So, thank you for the work you're doing and thank you for uplifting all those who you work with to make this happen for our students.”

Q. PRESENTATION WITH POTENTIAL ACTION

PRESENTATION

1. BUSINESS SERVICES

a. First Interim Financial Report

Assistant Superintendent Ted O presented the 2023-24 First Interim Budget for the period ending October 31, 2023. The main purpose of the report is to review the financial condition of the District's general fund budget to ensure that the fiscal obligations in the first quarter and the end of the fiscal year projections can be met.

Mr. O said a lot has changed in the projected State revenues since the District's budget was adopted six months ago. After two years of growth, California now faces a downturn in revenue driven by a declining system, high inflation in 2022, rising interest rate, and job loss. This has led to slower revenue growth and it is projected that the State will face a budget deficit for a two to three-year period. "So, we need to be extra conservative in our spending due to the uncertainties of the State revenue and its impact on school districts..."

Ed Code Reporting Periods

Education Code Section 42130 states that school districts submit two reports to the governing board of the district during each fiscal year. The first report covers the period ending October 31. The second report covers the period ending January 31. Both reports must be approved by the Board no later than 45 days after the period closes.

Ed Code Certification

Education Code Section 42130 (a) (1) defines the certifications.

- A Positive Certification: WILL MEET their financial obligations for the current and two subsequent fiscal years.
- A Qualified Certification: MAY NOT MEET their financial obligations for the current OR two subsequent fiscal years.
- A Negative Certification: WILL BE UNABLE TO MEET their financial obligations for the current OR two subsequent fiscal years.

2023-24 Assumptions

- Property taxes budgeted with latest estimates
- Estimated RDA revenue from COE is budgeted
- District will remain Community Funded/Basic Aid
- Estimated Step & Column cost included
- Enrollment/ADA declining
- Estimated STRS/PERS increase included
- Mandated Block Grant and Lottery Funds are budgeted
- Program carryovers from prior year are included
- Contributions to Special Ed & Transportation are budgeted
- Contributions for Routine Restricted Maintenance and Deferred Maintenance are budgeted
- One-time Federal/State Stimulus Funds are budgeted

2023-24 General Fund Projected Revenues

For both revenues and expenditures, the District is required to group them in the following categories to be consistent throughout the State.

<u>Revenues</u>	<u>Dollar amount</u>	<u>Percentage</u>
LCFF Revenue	\$135,108,759	81.56%
Federal Revenue	\$ 5,888,986	3.56%
Other State	\$ 16,136,120	9.74%
Other Local	\$ 8,505,685	5.13%
Transfers In	\$ 13,301	0.01%
TOTAL	\$165,652,851	

SSFUSD is a community-funded district, and the bulk of its revenue in the unrestricted general fund revenue comes from property taxes.

2023-24 General Fund Projected Expenditures

<u>Expenditures</u>	<u>Dollar amount</u>	<u>Percentage</u>
Certificated	\$ 64,249,007	32.90%
Classified	\$ 23,954,416	12.27%
Benefits	\$ 41,517,330	21.26%
Books and supplies	\$ 27,989,852	14.33%
Services	\$ 32,020,853	16.40%
Capital Outlay	\$ 249,539	0.13%
Other Outgo	\$ 1,780,629	0.91%
Transfers Out	\$ 3,521,924	1.80%
TOTAL	\$195,283,550	

These are the program funds that were not spent in the prior year and are allowed to be carried over into this fiscal year.

General Fund – Unrestricted and Restricted

<u>General Fund Summary</u>	<u>2023-24</u>	<u>2023-24</u>	
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Revenues without Contribution	134,237,555	31,401,994	165,639,549
General Fund Contribution	(37,186,317)	37,186,317	-
Interfund Transfer In	13,301	-	13,301
Total Sources of Funds	97,064,539	68,588,311	165,652,850
Expenditures	99,804,642	91,956,985	191,761,627
Interfund Transfer Out	-	3,521,924	3,521,924
Total Usage of Funds	99,804,642	95,478,909	195,283,551
Net Increase/Decrease In Fund Balance	(2,740,103)	(26,890,598)	(29,630,701)
Beginning Fund Balance	28,538,754	33,997,313	62,536,067
Projected Ending Fund Balance	25,798,651	7,106,715	32,905,366
Nonspendable	232,740	-	232,740
Restricted (Program Carryovers)	-	7,106,715	7,106,715
Committed	-	-	-
Assigned/Designated			
Various Designations *	9,593,175	-	9,593,175
Unassigned/Unappropriated			
Designated for Economic Uncertainties	9,764,178	-	9,764,178
Undesignated Reserve	6,208,558	-	6,208,558

The restricted funds must be spent on a specific purpose. The District received a lot of federal State stimulus funds the past two years. The one-time restricted categorical funds must be spent on goods and services allowed by the CDE and may not be used to add new programs to the District or pay for employee raises. The District has a projected ending balance of \$25.8 for the unrestricted portion of the budget which is made up of the unspendable items like inventory and the prepaid items involving cash.

General Fund – Adopted vs. 1st Interim

General Fund (Unrestricted and Restricted)	2022-23 Adopted	2022-23 1st Interim	Change
Revenues	135,536,401	167,959,530	32,423,129
Interfund Transfer In	13,301	13,301	-
Total Sources of Funds	135,549,702	167,972,831	32,423,129
Expenditures	137,205,145	175,153,179	37,948,034
Interfund Transfer Out	1,500,000	2,800,000	1,300,000
Total Usage of Funds	138,705,145	177,953,179	39,248,034
Net Increase/Decrease In Fund Balance	(3,155,443)	(9,980,348)	(6,824,905)
Beginning Fund Balance	40,929,484	40,929,484	-
Projected Ending Fund Balance	37,774,041	30,949,136	(6,824,905)
Nonspendable	250,100	250,904	804
Restricted	19,001,858	7,328,373	(11,673,485)
Committed	-	-	-
Assigned/Designated			
Various Designations *	9,615,000	14,225,000	4,610,000
Unassigned/Unappropriated			
Designated for Economic Uncertainties	6,935,257	8,897,659	1,962,402
Undesignated Reserve	1,971,826	247,200	(1,724,626)

* Details provided on Slide 13

This diagram is a comparison between the adopted budget, which was prepared back in May 2023, to the 1st Interim report. The net change in revenue is approximately \$15.4M and a net change in expenditures of \$37.1M. This is before the State required and District designations.

General Fund Summary Comparison (combined)

	2023-24 Adopted Budget	2023-24 1st Interim
Assigned/Designated		
STRS/PERS Increases: 2026-27	359,384	359,384
STRS/PERS Increases: 2027-28	733,791	733,791
Property Tax Re-Payment - Litigation (Rough Estimate)	8,500,000	8,500,000
Carryover - Site Discretionary Funds 22/23	379,000	0
	9,972,175	9,593,175

Mr. O said this is the comparison of the District's designations or set-asides between the adopted budget of \$10.0M and \$9.6M for the 1st Interim.

Changes from Adopted Budget to 1st Interim

Revenue - The net change is approximately \$15.4M.

- Increase in one-time Federal, State, and Local Categorical/Restricted Funding, \$4.3M
- Increase due to carryover of prior year Federal and State Program Revenues, \$0.1M
- Increase in RDA Facilities Pass-thru Funds, \$0.5M
- Proceeds from Sale of RDA Property, \$2.3M
- Increase in estimated RDA/Property Tax, \$7.0M
- Net increase in Federal, State and Local Program allocations, \$1.2M

Expenditures - The net change is approximately \$37.1M.

- Increase due to carryover of 2022-23 Federal, State, and Local Program Funds, \$25.6M
- Increase in RDA Facilities Pass-thru Funds, \$0.5M
- Net increase in Federal, State and Local Program allocations and various budget adjustments, \$3.4M
- Increase in estimated Special Ed and Transportation costs, \$2.7M
- Increase in Kaiser medical rates by 11.8%, \$0.6M

2024-25 and 2025-26 Multi-year Projection (MYP) Assumptions

- Property tax increases – estimated at 4%
- Estimated RDA revenue is budgeted
- Estimated STRS/PERS increase included
- Estimated Step & Column costs included
- Enrollment/ADA projected to decrease by 2% per year
- Mandated Block Grant and Lottery Funds are budgeted
- Contributions to Special Ed and Transportation
- Contributions to Routine Restricted Maintenance and Deferred Maintenance programs
- District will remain Community Funded/Basic Aid
- Employee raises for 2024-25 are budgeted

	STRS	PERS	COLA	Lottery	Mandated Block Grant	Federal	ADA
23-24	19.10%	26.68%	8.22%	\$249	\$110.65	Flat	7,284.99
24-25	19.10%	27.70%	3.94%	\$249	\$115.01	Flat	7,140.25
25-26	19.10%	28.30%	3.29%	\$249	\$118.79	Flat	6,998.39

Multi-Year Projections - Actual/projected ending fund balances

The District’s Ending Fund Balance is decreasing as a result of deficit spending, increased employer PERS and STRS contributions, and increased District operating expenditures.

Unrestricted and Restricted Funds	First Interim 2023/24	Proposed Budget 2024/25	Proposed Budget 2025/26
Revenues	\$ 165,639,550	\$ 157,776,697	\$ 161,658,113
Interfund Transfer In	13,301	13,301	13,301
Total Sources of Funds	\$ 165,652,851	\$ 157,789,998	\$ 161,671,414
Expenditures	\$ 191,761,627	\$ 162,391,089	\$ 164,766,764
Interfund Transfer Out	3,521,924	3,521,924	3,521,924
Total Usage of Funds	\$ 195,283,551	\$ 165,913,013	\$ 168,288,688
Net Incr/Decr in Fund Balance	\$ (29,630,700)	\$ (8,123,015)	\$ (6,617,274)
Beginning Fund Balance	62,536,067	32,905,367	24,782,352
Actual/Projected Ending Fund Balance	\$ 32,905,367	\$ 24,782,352	\$ 18,165,078

For the multiyear projection, the State requires the District to balance its budget for the current and the next two years. Mr. O said the bottom row shows the projected ending fund balance for the multiyear before the State required and District designations. These amounts are still projected amounts at this time and will likely change at the 2nd Interim financial report.

Ending Fund Balance Designations

Unrestricted and Restricted Funds	First Interim 2023/24	Proposed Budget 2024/25	Proposed Budget 2025/26
Actual/Projected Ending Fund Balance	32,905,367	24,782,352	18,165,078
Nonspendable			
Revolving Cash	25,100	25,100	25,100
Stores	63,269	63,269	63,269
Prepaid Expenditures	144,371	144,371	144,371
Restricted	7,106,716	7,106,716	7,106,716
Committed	0	0	0
Assigned/Designated			
STRS/PERS Increase: 2026-27	359,384	359,384	359,384
STRS/PERS Increase: 2027-28	733,791	733,791	733,791
Prop Tax Re-Pymt - Litigation (Est.)	8,500,000	8,054,070	1,318,013
Reserve:			
Reserved for Economic Uncertainties	9,764,178	8,295,651	8,414,434
Undesignated Reserve	6,208,558	0	0

The District designation, listed under assigned/designated, includes set-aside funds for ongoing salary raises for the current and next two years. Mr. O said they were able to balance the budget for all three years by using the \$8.5M one-time set-aside for property tax repayment. If the District is required to repay this money in the future, it will need more revenue or will have to borrow from other funds.

Positions Funded with One-time Funds

SSFUSD has many positions that are funded with one-time stimulus funds. Once these funds expire or used up, these positions will need to be eliminated unless another funding source is identified. These positions equal about 26 FTEs and \$2.3M

Resource	Resource Description	Expires	FTE	Positon Types	Amount
3214	ESSER III - Learning Loss	9/30/2024	0.25	Teachers-Other	\$ 29,108.64
			1.00	Mental-Health	\$ 100,229.27
			15.73	Paras-Bilingual	\$ 1,073,811.27
3218	ELO ESSER III - Emergency Needs	9/30/2024	1.00	Counselor-Academic	\$ 140,313.23
3219	ELO ESSER III - Learning Loss	9/30/2024	1.00	Counselor-Academic	\$ 150,356.63
			1.00	Counselor-Wellness	\$ 238,222.62
			1.00	Mental Health	\$ 131,006.69
6053	Chd Dev CA PreK Plan & Implementation		4.80	Paras-Transistional	\$ 312,421.68
9305	Student behavioral Health Incentive	6/30/2024	0.20	Teacher-Other Extra	\$ 26,562.33
6537	Sp.Ed Learning Recovery Support	6/30/2024	0.28	Program Specialist	\$ 52,143.89
			26.26	Yearly Total	\$ 2,254,176.26

The following positions that are also funded with one-time stimulus funds will expire later, in 2025-26 and 2027-28. If there are sufficient funds, the 30 positions may be kept an additional year or two with the learning recovery emergency block grant.

Resource	Resource Description	Expires	FTE	Positon Types	Amount
6266	Educator Effectiveness Block Grant	6/30/2026	1.00	Coordinator-Multi-Tier System	\$ 193,930.85
			1.00	Teachers-Other	\$ 118,344.98
6762	Arts, Music & Instr Mtls Block Grant	6/30/2026	0.20	Teacher-Other Extra	\$ 19,487.15
7435	Learning Recovery Emergency Block Grant (Approx. \$3.5M left at end of 2023-24))	6/30/2028	1.00	Administrative Assistant	\$ 99,325.80
			5.00	Counselor-Wellness	\$ 522,557.06
			1.00	Counselor on Special Asgmt	\$ 150,356.63
			3.67	Office Assistant-Attendance	\$ 274,504.93
			0.20	Psychologist-Extra	\$ 27,416.60
			0.80	Psychologist-Special Assgn	\$ 122,780.38
			3.00	School Communtiy Liaison	\$ 233,274.54
			10.00	Teachers-Other	\$ 1,391,335.67
			3.00	Teacher-Special Ed Other	\$ 424,303.45
			29.87	Yearly Total	\$ 3,577,618.03

Grand Total

56.13

\$ 5,831,794.30

Large Expenditures Funded with One-time Funds

SSFUSD has some large expenditures that are funded with one-time stimulus funds. Once these funds expire or are used up, they will need to be eliminated unless another funding source is identified.

Resource	Description Of Resource	Resource Expiring	PO Amount	Grand Total
3218	ELO:ESSER III ST RS EMERG NEED ILLUMINATE EDUCATION INC. IXL LEARNING	9/30/2024	\$ 92,731.44 \$ 3,544.00	\$ 96,275.44
3219	ELO:ESSER III ST RS LEARN LOSS NEWSLA INC YOUNG AUDIENCES OF NORTHERN	9/30/2024	\$ 55,157.00 \$ 186,550.00	\$ 241,707.00
2600	EXPANDED LRNG OPPOR PROGRAM CAM EDUCATIONAL SERVICES LLC CITY OF DALY CITY SSFUSD - PTAC	6/30/2025	\$ 1,094,038.00 \$ 50,400.00 \$ 75,900.00	\$ 1,220,338.00
7435	LEARN RECOVERY EMG BLOCK GRANT DAYBREAK HEALTH INC. IXL LEARNING LEGARZA SPORTS QUALTRICS LLC	6/30/2028	\$ 137,280.00 \$ 172,925.00 \$ 755,000.00 \$ 38,557.52	\$ 1,103,762.52
6387	SPED: LEARNING RCVRY SUPPORT AIR TUTORS LLC	6/30/2024	\$ 56,700.00	\$ 56,700.00
	TOTAL			\$ 2,718,782.96

Areas of Concern:

- STRS/PERS Increases
- Increases in Special Education Costs
- Re-payment of property taxes due to litigation
- Aging facilities with increasing cost to repair/replace
- Declining Student Enrollment
- Shortage of teachers, nutrition service workers, custodians, substitutes and other staff
- Global supply chain crisis
- Increasing cost for goods and services (Inflation)
- Positions paid with one-time stimulus funds that are ending
- Impact of possible recession and State budget shortfall
- Potential impact of new COVID-19 Variant or other pneumonia outbreak
- Cost of Universal Transitional Kindergarten Program

Next steps

January: 2022-23 audit report, Governor’s proposed 2024-25 budget
 March: Second Interim Report

Trustee Richardson asked about the District receiving more ESSER funding. Mr. O said ESSER I monies have been spent and right now they are using ESSER III, but the State would not be providing more funds especially with their \$6-8B shortfall. She asked if these are designated funds and can only be used for certain things. He replied that certain positions are charged to certain grants of this one-time funding, so they cannot move them to another grant that is one-time funding.

Dr. Hsieh thanked Mr. O for the excellent presentation. “You always

keep us in the know...so we anticipate what's going to potentially happen down the road.” She appreciated the information on positions with one-time funds that will expire in either three or five years and the positions may need to be reallocated. Mr. O stated that they definitely need to plan ahead and that all school districts are in the same situation, called the “fiscal cliff”.

Trustee Murray said she also appreciated knowing the information ahead of time so they understand what is going on and what to look for.

Vice President Anthony said it is difficult to look at the positions that do not have dedicated funding after this year. She asked, “Are we going to reevaluate how it aligns with our Strategic Plan and if these are things we keep?” Superintendent Moore said, “So that is part of the process, but I think realistically we need to recognize we can do anything, but we couldn't do everything. If it ends up not aligning with our priority, of course we will bring it back to have a discussion with the Board but there will be decisions we have to make.”

Vice President Anthony asked if the learning recovery emergency block grant, which will be approximately \$3.5M at the end of the year, is for staff and programs. Mr. O replied that if the projected amount is for staff payments, it may not be enough for programs. Assistant Superintendent Keith Irish said only \$4M of this block grant was allocated since the State might not give the funds to all school district and they “...wanted to be able to fund it over two years and figure out alignment with the Strategic Plan.” “So we will have some tough decisions upcoming but it is a possibility of moving things in the LCAP and other grants, as well...as long as it is aligned with our Strategic Plan and priorities.”

President Lujan thanked Mr. O for the presentation. She said the State’s \$68B shortfall is concerning and impacts education so much. “So, I do appreciate the advance heads up on what is coming down the pike so we can open conversations sooner and engage in thoughtful decisions that align with our Strategic Plan instead of...just trying to keep our head above water.”

Mr. O concluded his presentation by telling the Board that more information will be available when the Governor releases the State budget in January. “Hopefully they won't be taking back some of this one-time money that we still have here. That's what they did in the past.”

ACTION *(continued)*

2. BUSINESS SERVICES

a. Approval of First Interim Financial Report “Positive Certification”

MOTION #89 (Murray/Hsieh) to approve the 1st Interim Financial Report and positive certification of financial condition for FY 2023-24, declaring that the SSFUSD will be able to meet its financial obligations for the current year and subsequent two fiscal years. Motion Carried (Unanimous)

R. CONSENT AGENDA

MOTION #90 (Anthony/Murray) to approve Item 1a, Minutes to the regular Board meeting, November 16, 2023; Item 1b, Minutes to the December 4, 2023 Board Policies and Board Bylaws Committee meeting; Item 1c, Children’s Center CSPP continued funding for 2024-25; Item 2a, SSFHS Wrestling Team to travel to Clovis, CA; Item 2b, Baden HS staff to attend a conference in Monterey, CA; Item 2c, ALMS and WMS staff to attend a conference in Reno, NV; Item 2d, SSFHS Earth Club student to travel to Sonoma County, CA; Item 2e, Alternative Education Principal to attend a conference in Nashville, TN; Item 2f, WMS students to travel to Washington, D.C. and New York, NY; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, October 1-31, 2023; Item 4b, Warrant Register, October 1-31, 2023; Item 4c, Cash Receipts, October 1-31, 2023; Item 4d, Declaration of surplus items; Item 4e, Gifts to the District, November 2023; Item 4f, 2023-24 fundraising events; Item 3g, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

ACTION (continued)

1. ADMINISTRATION

b. Selection of Board Subcommittees/Committee Participants

The Governance Handbook has a protocol for the selection of participants. The Board President and preferably the Board Clerk, will sit on the City-School District subcommittee, with the Vice President serving as the alternate. Also, the Vice President and a newer Board member will serve on the Board Policies and Bylaws Committee. Trustee Richardson will continue to serve on the on the County Committee on School District Organization (CCSDO) until 2026.

MOTION #91 (Anthony/Hsieh) to approve Vice President Anthony and Trustee Murray to serve on the **Board Policies and Bylaws Committee**, President Lujan and Trustee Hsieh to serve on the **City-School District subcommittee**, and Trustee Richardson to continue

to serve on the **San Mateo County Committee on School District Organization** until 2026 when her term expires. Motion Carried (Unanimous)

c. Resolution No. 23-58 School Board Recognition Month

The resolution was read by Superintendent Moore.

MOTION #92 (Hsieh/Murray) to adopt Resolution #23-58: To acknowledge the SSFUSD school board and its role in supporting student achievement. (AYES: Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried (Unanimous)

d. CSBA Delegate Assembly Nomination

There are three CSBA Delegate Assembly seats up for election this year in subregion 5B (San Mateo County). Vice President Murray said she would like to be nominated to serve on the Delegate Assembly beginning April 1, 2024 through March 31, 2026.

MOTION #93 (Hsieh/Anthony) to nominate Board member Murray to run for the CSBA Delegate Assembly. Motion Carried. (Unanimous)

e. Approval of District's Updated Board Bylaw and Policies

MOTION #94 (Hsieh/Murray) to approve the following updated District's Board Policies, #1 through #9, and waive a second reading. Motion Carried. (Unanimous)

1. BP 0430 - Comprehensive Local Plan for Special Education
2. BP 0450 - Comprehensive Safety Plan
3. BP 0460 - Local Control and Accountability Plan
4. BP 3250 - Transportation Fees
5. BP 3460 - Financial Reports and Accountability
6. BP 3515 - Campus Security
7. BP 3540 - Transportation
8. BP 5131.7 - Weapons and Dangerous Instruments
9. BP 5142 - Safety

Trustee Richardson spoke about BB 9250 (Remuneration, Reimbursement, and Other Benefits) and said she wanted the California Latino School Board Association (CLSBA) conference included in the list of events that are excluded from the annual Board spending allotment. Vice President Anthony said three specific things would be exempted from the annual \$2,000 limit. They are the CSBA

conference, Masters in Governance courses, and Delegate Assembly conferences. Trustee Murray recommended the CLSBA conference not be included. She said CSBA is their professional organization and the District partners with them. “We have left it open for you to attend or anybody to attend other conferences with Board approval.” President Lujan told Trustee Richardson she has \$2,000 in her account to attend the CLSBA event and when it exceeds the \$2,000 budget is when it needs to come before the Board for approval.

MOTION #95 (Hsieh/Murray) to approve District Board Bylaw BB 9250 and waive a second reading. (AYES: Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

2. EDUCATIONAL SERVICES

a. Approval of the 2024 Summer School Programs

Assistant Superintendent Irish informed the Board that due to many Facilities projects starting next summer, some summer school programs might be impacted. He met with the Facilities team and Educational Services is recommending some changes. Elevate Math is moving from virtual to in-person. Due to a shortage of staff for the summer school programs, high school enrichment courses will not be offered since the focus will be on students earning and meeting graduation requirement. He said the enrichment programs might be offered every other year. Some of the enrichment program exceeds the weeks of the summer school program and based on feedback from parents, students, and staff, they may need to cut it down. There are no required number of hours. The summer school program allocation is about \$1.5M with LCAP funds.

Trustee Hsieh thanked Mr. Irish for being thoughtful and taking feedback from teachers, parents, and community members to adjust the program.

MOTION #96 (Hsieh/Murray) to approve the 2024 summer school programs. Motion Carried (Unanimous)

b. Approval of Funding Changes to Non-Public Agencies (NPAs) Contracts

MOTION #97 (Hsieh/Murray) to approve allowing a transfer of \$150,000 in allocated funding from AVID to Certified Languages to fulfill translation and interpretation needs for Individualized Education Plan (IEP) service agreements for the 2023-24 school year. Motion Carried (Unanimous)

3. HUMAN RESOURCES

b. Approval of Appointment of Personnel Commissioner as CSEA's Representative

MOTION #98 (Murray/Hsieh) to approve the appointment of Michael Glines as CSEA's representative to the Personnel Commission for a three-year term, beginning December 1, 2023 through December 1, 2026. Motion Carried (Unanimous)

c. Approval of a Variable Term Waiver

MOTION #99 (Anthony/Murray) to approve the Variable Term Waiver for Ahmad Rafah, a certificated employee at Parkway Heights MS. Motion Carried (Unanimous)

d. Approval of Addendum to the Purchase Agreement with EveryDay Labs, Inc. Attendance Software

Vice President Anthony asked if this program was being used in all schools or only those with high absences. Assistant Superintendent Hannon replied it is used in all District schools.

MOTION #100 (Hsieh/Anthony) to approve the addendum to the District's annual subscription agreement with EveryDay Labs, Inc. which provides real-time analysis of attendance trends and patterns at the District, school, and student levels. Motion Carried (Unanimous)

e. Approval of an Agreement with the BambooHR Advantage Hiring and Onboarding System

MOTION #101 (Hsieh/Murray) to approve an agreement with BambooHR Advantage to provide software and the implementation of a hiring and onboarding system to support the District priority for talent management for the 2023-24 school year. Motion Carried (Unanimous)

f. Approval to Continue the Agreement with The Education Team

Vice President Anthony noted that the District's substitute rate is much lower than The Education Team's rate and asked if this is the only pool of certificated substitutes. Mr. Hannon said the substitute rate is \$60 per hour and this is a continuation of an agreement which has been in place since 2019. The Education Team is one of three teams that SSFUSD partners with, in addition to the District's own in-house substitutes.

MOTION #102 (Hsieh/Anthony) to approve to continue the agreement with The Education Team to support the on-going need for substitute credentialed teachers for the 2023-24 school year. Motion Carried (Unanimous)

4. BUSINESS SERVICES

b. Approval of an Agreement with CDW Government for a GoGuardian License to Monitor Online Student Activity

MOTION #103 (Anthony/Hsieh) to approve an agreement with CDW Government for a 3-year Go Guardian license to monitor online student activity. Motion Carried (Unanimous)

c. Approval of Change Order #2 to the R&S Construction Management Inc. Agreement for the ECHS Accessible Pathway and ADA Ramp Project

Trustee Richardson asked about the pathway's flooring and whether it will be smooth or include domes used for handicapped access. She also asked if it leads to the field. Mr. O confirmed the pathway does lead to the field, but since they are in the early planning stages he cannot answer whether the bumps will be used in part or throughout the length of the pathway.

MOTION #104 (Hsieh/Murray) to approve Change Order #2 to the R&S Construction Management Inc. agreement, in the amount of \$15,000, for grading issues and irrigation repairs of the ECHS Accessible Pathway and ADA Ramp Project. Motion Carried (Unanimous)

d. Approval of Agreement with Hohbach-Lewin, Inc. for Topographic Survey Services at Westborough MS

MOTION #105 (Hsieh/Anthony) to approve the agreement with Hohbach-Lewin, Inc. for topographic survey services, in the amount of \$68,000, for the Westborough MS Athletic Field and Pavement Project. Motion Carried (Unanimous)

e. Approval of Agreement with Verde Design for Landscape Services at Westborough MS

MOTION #106 (Murray/Hsieh) to approve the agreement with Verde Design for landscape services, in the amount of \$734,600, for the Westborough MS Athletic Field and Pavement Project. Motion Carried (Unanimous)

f. Approval of Agreement with Noll & Tam Architects for Project Assessment Services at Sunshine Gardens ES

Vice President Anthony noted a small egress and asked if there is a chance the District can reclaim it. Lori Shelton, the Bond Program Director, said a survey will determine what the District does and does not own. “So it depends on who owns what and if they're willing to turn that land over to us. That's to be determined in the future but we will assess what our property boundaries are and what they are not.”

MOTION #107 (Hsieh/Murray) to approve the agreement with Noll & Tam Architects, in the amount of \$279,879, for project assessment services for the Sunshine Gardens ES Modernization Project. Motion Carried (Unanimous)

g. Approval of Agreement with SANDIS Engineering, Inc. for Project Boundary Survey Services at Sunshine Gardens ES

Trustee Richardson said it seems like every project needs a survey and asked if the District has old surveys to rely on, which would save money. Ms. Shelton replied “some of the sites that we are starting out with were sites that did not have any work done in the previous bond, so surveys were not done. So that is why you're seeing a lot more surveys going forth at this time.”

MOTION #108 (Hsieh/Murray) to approve the agreement with SANDIS Engineering, Inc., in the amount of \$9,450 for project boundary survey services for the Sunshine Gardens ES Modernization Project. Motion Carried (Unanimous)

h. Approval of Agreement with SANDIS Engineering, Inc. for Project Boundary Survey Services at the Foxridge Campus

MOTION #109 (Hsieh/Murray) to approve the agreement with SANDIS Engineering, Inc., in the amount of \$29,880, for project boundary survey services for the Foxridge Campus. Motion Carried (Unanimous)

i. Approval of Agreement with Hamilton + Aitken Architects for the ECHS Central Kitchen Project

MOTION #110 (Hsieh/Murray) to approve the agreement with Hamilton + Aitken Architects, in the amount of \$661,591, for architectural design and construction administration services for the ECHS Central Kitchen Project. Motion Carried (Unanimous)

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

Vice President Anthony noted that the Strategic Plan needed to be included in the February 15 study session.

January 25, 2024

- Teaching and learning presentation - Alta Loma MS
- Recognition for outgoing Student Trustee Sergio
- Presentation on audited actuals report for the fiscal year ended June 30, 2023
- Presentation of Measure J Bond Audit for the fiscal year ended June 30, 2023
- Approval of Children's Ctr. 2024-25 CCTR contract Continued Funding
- Approval of SARCS
- Update on Governor's 2024-25 budget proposal
- Williams report for 4th quarter ending 12/31/23
- Resolution honoring African American History Month (February)

February 8, 2024

- Introduction of new Student Trustee Wong
- Teaching and learning presentation - ECHS
- Presentation on Performance Management - Special Education
- Approval of implementation of Science for Scientists for 2024-25
- Approval of 2024 Young Audiences Professional Development MOU
- Approval of MOU w/ SVEF Elevate Math - 2024 Summer School Programs

February 15, 2024 - Board study session *(Board room)*

- Presentation and approval - Strategic Plan
- Presentation - CA Dashboard and Differentiated Assistance
- Presentation - LCAP mid-year report/update pre

February 29, 2024

- Teaching and learning presentation - Junipero Serra ES
- Teaching and learning presentation - Skyline ES
- Presentation on Performance Management - English Learners
- Resolution for Women's History Month (March)
- Resolution for Red Cross Month (March)
- 2024 CSBA Delegate Assembly election
- Approval of DTS contract for 2024-25
- Approval of declaration of need for fully qualified educators, 2024-25

March 14, 2024

- Teaching and learning presentation - Buri Buri ES
- Presentation on Structured Literacy Block

- Presentation and approval of Second interim budget report “positive certification”
- Approval of recommended dates for 2024-25 LCAP and budget hearings and adoptions

March 28, 2024

- Teaching and learning presentation - Los Cerritos ES
- Teaching and learning presentation - Children’s Center
- Presentation on Induction
- Presentation on Nutrition Services Department
- Resolution for Child Abuse Prevention Awareness Month (April)
- Resolution for Autism Awareness Month (April)
- Approval of LCFF supplemental funded positions
- Resolutions for retirees

April 11, 2024

- Teaching and learning presentation - Westborough MS
- Performance Management - NGSS/Genentech Presentation
- Williams report for 3rd quarter ending 3/31/24
- Resolution for Earth Day (April 22)
- Approval of Skyline Middle College MOU for 2024-25
- Approval of EL Master Plan
- Resolution for Day of the Teacher (5/7)
- Resolution for Classified School Employee Week (5/12-5/14)

April 25, 2024

- Teaching and learning presentation - Parkway Heights MS
- Approval of designated representatives to CIF (California Interscholastic Federation)
- Approval of SPSAs
- Approval for 5th graders to attend SMCOE Outdoor Education
- Resolution honoring Asian Pacific American Heritage Month (May)

May 11, 2023

- Recognition for outgoing Student Trustee Wong
- Teaching and learning presentation - SSFHS
- Approval of the Board meeting calendar for the 2024-25 school year
- Approval of Graduates and Certificates of Completion - Baden HS, ECHS, SSFHS, and Adult Ed.
- Resolution for Fund 11 and Fund 14 account balances
- Approval of All City agreement for crossing guards for 2024-25
- Approval of MOU with Legarza Sports to provide PE instruction for 2024-25

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Trustee Richardson reported she attended many recent events. Director Ryan Sebers presented to the DELAC parents in Spanish. For the SEPAC meeting, she was impressed that several interpreters were translating in multiple languages to meet the needs of the parents. She noted that the IEP form is being rewritten and will provide parents will a lot of options. Last week, all the Trustees attended the worthwhile CSBA annual conference. She wished everyone a nice holiday.

Trustee Hsieh said she wanted to show her appreciation to Dr. Moore, Cabinet, and her fellow Trustees for helping her to grow in her presidency. She said the annual CSBA conference was an opportunity for all of them to learn and be a better Board. She wished everyone a nice and safe holiday.

Trustee Murray said she attended the delegate assembly and then the main CSBA conference, which she found rejuvenating. "We meet so many people throughout the State and we go to seminars and learn about how other people are doing things or what we can possibly do in our District. ...and, we get to ... know our Board members and Dr. Moore better." Trustee Murray also went to the PTA Council dinner. It was special this year with each PTA President talking about why they chose their leadership position. The main reason was the kids. She also saw SSFHS carolers. She wished everyone a happy holiday break and a joyful celebration.

Vice President Anthony reported it has been a busy month, but one highlight was seeing *The Lion King* with Parkway Heights MS students. She said the CSBA keynote speakers were fantastic and inspiring. Today she became a graduate of the Masters in Governance program. On January 18, there is a Kindergarten Readiness Fair, which is an opportunity to enroll students in Transitional Kindergarten and Pre-K classes.

President Lujan thanked Trustee Hsieh for her leadership in the past year. "I'm grateful for your leadership and the way you have worked so hard to bring our Board together, unite our Cabinet and bring our community together. You bring such positivity to everything you do." She encouraged her fellow Trustees to complete the CSBA conference survey and said she is a member of the committee planning next year's conference. President Lujan wished students good luck on their finals and hoped everyone enjoys the holiday break.

ADJOURNMENT - 10:06 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: January 25, 2024

RE: Approval of the America's Next Talented Stars (ANT) Sports Soccer Program

BACKGROUND:

This proposal between the South San Francisco Unified School District and America's Next Talented Stars (ANT Sports) is to provide a 14-week soccer training program to all District school-age classrooms. The program is to run from January 30 to May 14, 2024. Services are to be rendered on blacktop space, and/or gym as a backup on rainy days.

FISCAL IMPLICATIONS

ANT Sports agrees to perform all the services of this agreement for the sum of \$11,000. The ANT Sports Organization shall submit one invoice for the aforementioned sum.

RECOMMENDATION

It is recommended that the South San Francisco Unified School District Board of Trustees approve the 14-week ANT Sports Program agreement for the fiscal year 2023-24.



SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BUSINESS SERVICES
Ted O, Assistant Superintendent
398 B Street, South San Francisco, CA 94080-4423
(650) 877-8707 / Fax (650) 866-4719

PROFESSIONAL SERVICES AGREEMENT
INDEPENDENT CONTRACTOR / CONSULTANT

This Agreement (“Agreement”), made this ____ day of _____, _____, by and between the South San Francisco Unified School District of San Mateo County, a subdivision of the State of California (“District”) and _____, a duly qualified consultant (“Consultant”).

District and Consultant hereby agree as follows:

1. Scope and Description of Services:

(Attach additional pages if necessary, note any attachment)

2. Agreement Documents:

The Agreement documents consist of the Agreement for Consultant Services, the following General Provisions, any attachments, a completed W-9 (Attachment A), and completed insurance forms.

3. Compensation:

For the full performance of this agreement, District shall pay the Consultant:

Consultant’s Total Fee: Up to \$ _____

Expenses not to exceed (if any):\$ _____

Note: Request for payment must be submitted to the District on the itemized Request for Payment – Professional Services Form (Attachment B).

4. Term of Agreement:


The term of this Agreement shall be from _____ to _____ inclusive, subject to the provisions of Section 11 of the General Provisions.

In witness whereof, the parties hereto have executed this Agreement on the day and year first written above. No Agreement is valid until approved by the Board of Trustees.

South San Francisco Unified

Consultant

Superintendent/Designee



Name/Title

Date of Board Approval: _____
January 25, 2024

GENERAL PROVISIONS

1. Consultant's Warranty: District has relied upon the professional ability and training of Consultant as a material inducement to enter into this Agreement. Consultant here by warrants that all its work will be performed in accordance with generally accepted professional practices and standards as well as the requirements of applicable federal, state, and local laws, it being understood that acceptance of Consultant's work by District shall not operate as a waiver or release.
2. Status of Consultant: the parties intend that consultant, in performing the services herein specified, shall act as an independent consultant and shall have control of the work and the manner in which it is performed. Consultant is not to be considered an agent or employee of District and is not entitled to participate in any pension plans, workers' compensation plan, insurance, bonus or similar benefits District provides its employees.
3. Conflict of Interest: Consultant represents that it presently has no interest which would conflict in any manner or degree with the performance of services contemplated by this Agreement. Consultant further represents that in the performance of this Agreement, no person having such interest will be employed. If Consultant participates in the planning, development, or negotiation of a contract for the District, Consultant may not subsequently acquire a financial interest in that contract in violation of Government Code Section 1090. Section 1090 violations include, but are not limited to, entering into a contract to perform any part of a project if Consultant assisted the District in preparing the plans and specifications for that project.
4. Extra (Changed) Work: Only the Superintendent may authorize extra (and/or changed) work. The parties expressly recognize that District and school personnel are without authorization to either order extra (and/or changed) work or waive Agreement requirements. Failure of the consultant to secure proper authorization for extra work shall constitute a waiver of any and all rights to adjustment in the Agreement price or Agreement time due to such unauthorized extra work and the Consultant thereafter shall be entitled to no compensation whatsoever for the performance of such work.
5. Nondiscrimination: Consultant shall comply with all applicable federal, state and local laws rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated by this reference.
6. Transfer of Rights: Consultant assigns to District all rights throughout the work in perpetuity in nature of copyright, trademark, patent, right to ideas, in and to all versions of the plans and specifications now or later prepared by Consultant in connection with the project, if any. Consultant agrees to take such action as are necessary to protect the rights assigned to "District in this Agreement, and to refrain from taking any action which would impair those rights. Consultant's

responsibilities under this Agreement include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as Consultant may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of District.

7. Ownership of Work Product: District shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of all design computations, plans, correspondence or other pertinent data and information gathered or computed by Consultant prior to termination of this Agreement by District or upon completion of the work pursuant to this Agreement.

8. Indemnification:

(a) Consultant shall indemnify, defend with counsel acceptable to District, and hold harmless to the full extent permitted by law, District and its Board of Trustees, officers, agents, employees and volunteers from and against any and all liability, loss, damage, claims, expenses and costs (including, without limitations, attorney fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the project or its failure to comply with any of its obligations contained in these Agreement documents, except such Liability caused by the active negligence, sole negligence or willful misconduct of the District. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Consultant or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.

(b) Consultant shall be liable to District for any loss or damage to District property arising from or in connection with Consultant's performance hereunder.

9. Insurance: With respect to the performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, if any, to maintain insurance, including but not limited to: general liability, automobile liability, and professional liability coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision (Section 8) above. **In addition, Consultant shall provide proof of coverage as specified below.**

(a) Required / Not Required: Worker's compensation insurance with statutory limits as required by the Labor Code or the State of California. The policy shall be endorsed with the following specific language: "this policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the District." (Note: Consultant is not entitled to coverage by District workers' compensation regardless whether policy is required).

(b) Required / Not Required: Commercial or Comprehensive General Liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate. Such insurance shall include, but not be limited to: premises and operations liability, independent consultant's liability, and personal injury liability.

(c) Required / Not Required: Automobile liability insurance covering bodily injury and property damage in an amount no less than \$300,000 combined

single limit for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles.

- (d) Required / Non Required: Professional Liability (errors and Omissions) Insurance for all activities of the consultant arising out of or in connection with this Agreement in an amount no less than \$1,000,000 combined single limit for each occurrence endorsed with the following specific language: “This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to District.”
- (e) Each general liability, automobile liability, and professional liability insurance policy, shall be endorsed with the following specific language:
- (1) District, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.
 - (2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company’s liability.
 - (3) The insurance provided herein is primary coverage to District with respect to any insurance or self-insurance programs maintained by District and no insurance held or owned by District shall be called upon to contribute to a loss.
 - (4) This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to District.
- (f) Documentation: The following documentation shall be submitted to the District:
- (1) Properly executed certificates of insurance clearly evidencing all coverages limits, and endorsements required above. The certificates shall be submitted prior to commencement of services under this Agreement.
 - (2) Signed copies of the specified endorsements for each policy. Said endorsement copies shall be submitted within thirty (30) days of execution of this Agreement.
 - (3) Upon District’s written request, certified copies of insurance policies. Such policy copies shall be submitted within thirty (30) days of District’s request.
- (g) Policy Obligations: Consultant’s indemnity and other obligations shall not be limited by the foregoing insurance requirements.
- (h) Material Breach: If Consultant, for any reason, fails to maintain insurance required above, the same shall be deemed a material breach of Agreement. District, at its sole option may terminate this Agreement and obtain damages from the Consultant resulting from the breach. District may purchase such required insurance, and without further notice to Consultant, deduct from sums due to Consultant any costs advanced by District for such insurance. These remedies shall be in addition to any other remedies available to District.

10. Method and Place of Giving Notice, Submitting Bills and Making Payments:

All notices, bills and payments shall be made in writing and may be given by personal delivery or by mail. Notice, bills and payments sent by mail shall be addressed as follows:

South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080
ATTN: Accounts Payable

Consultant: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

And when so addressed, shall be deemed given upon receipt via United States Mail, postage prepaid, provided it is forwarded certified, or registered with proof of receipt. In all other instances, notices, bills, and payments shall be deemed given at the time of actual personal delivery. Changes may be made in names and addresses of the person to whom notices, bills and payments are to be given by giving notice pursuant to this paragraph.

11. Termination:

- (a) District may terminate this Agreement by giving ten (10) calendar days written notice to Consultant. In the event District elects to terminate the Agreement without cause, it shall pay Consultant for services rendered to such date.
- (b) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the Agreement, either party may terminate this Agreement by giving written notice of such termination, stating the reason for such termination. In such event, Consultant shall be entitled to receive payment for all services satisfactorily rendered provided, however, that there shall be deducted from such amount the amount of liquidated damage, if any, sustained by District by virtue of any breach of the Agreement by Consultant.

12. Security: By execution of the Agreement/Contract, the Consultant acknowledges that Education Code section 45125.1 applies to contracts for the provision of school and classroom janitorial, school site administrative, school site grounds and landscape maintenance, pupil transportation and school site food-related services. Section 45125.1 requires that employees of entities providing such services to school districts must be fingerprinted by the California Department of Justice for a criminal records check, unless the District determines that the Consultant and Consultant's employees will have limited contact with pupils. In

circumstances, including factors such as the length of time the Consultant and Consultant's employees will be on school grounds, whether pupils will be in proximity with the site where the Consultant and Consultant's employees will be working, and whether the Consultant and Consultant's employees will be alone or with others. The District further reserves the right to determine, on a case-by-case basis, to require any entity providing school site services to comply with the requirements of this paragraph.

(a) District Determination of Fingerprinting Requirement Application

The District has considered the totality of the circumstances concerning the Project and has determined that the Consultant and Consultant's employees:

___are subject to the fingerprinting requirements of Education Code section 45125.1 and Paragraph (b) below, is applicable.

___are not subject to the fingerprinting requirements of Education Code section 45125.1 and Paragraph © below, is applicable.

(b) If the District has determined that fingerprinting is required, the Consultant expressly acknowledges that:

- (1) Consultant and all of Consultant's employees working on the school site must submit or have submitted fingerprints in a manner authorized by the Department of Justice, together with the requisite fee as set forth in Education Code section 45125.1.
- (2) Consultant shall not permit any employee to come in contact with students until the Department of Justice has ascertained that the employee has not been convicted of a serious or violent felony.
- (3) Consultant shall certify in writing to the Governing Board of the District that none of its employees who may come in contact with students have been convicted of a serious or violent felony.
- (4) Consultant shall provide to the Governing Board of the District a list of names of its employees who may come in contact with students. The Consultant is required to fulfill these requirements at its own expense.

(c) Even if the District has determined that fingerprinting is not required, the Consultant expressly acknowledges that the following conditions shall apply to any work performed by the Consultant and/or Consultant's employees on a school site:

- (1) Consultant and Consultant's employees shall check in with the school office each day immediately upon arriving at the school site.
- (2) Consultant and Consultant's employees shall inform school office staff of their proposed activities and location at the school site.
- (3) Once at such location, Consultant and Consultant's employees shall not change locations without contacting the school office.
- (4) Consultant and "consultant's employees shall not use student restroom facilities.
- (5) If Consultant and/or Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact

the school office and request that a member of the school staff be assigned to the work location.

13. Due Performance: Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may, in writing, demand adequate assurance of due performance and until such written assurance is received may, if commercially reasonable, suspend performance for which the agreed return has not been received.
14. Taxes, Disclosures, and Expenses: Consultant agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this Agreement. District will not withhold or set aside any money on behalf of consultant for federal, state, or social security tax, or unemployment or disability insurance or any other federal or state fund whatsoever. In case District is audited for compliance regarding any applicable taxes, consultant agrees to furnish District with proof of payment of taxes on those earnings.

Consultant agrees to disclose to District if he/she is a retired or current member of STRS or PERS and to disclose to District if he/she is receiving retirement income from either STRS or PERS.

Consultant shall be responsible for all costs and expenses incident to the performance of services, including but not limited to: equipment, supplies, fees, fines, licenses, bonds, or taxes required of or imposed against Consultant. District shall not be responsible for any expenses incurred by Consultant except as provided in Section 3 of this Agreement.

Note: Federal Internal Revenue regulations require District to report all payments to individuals for consultant services.

15. Dispute Resolution: The parties agree to make a good faith effort to resolve any dispute arising from or relating to this Agreement through mediation prior to commencing litigation. Within sixty (60) days following a written request by either party to mediate a dispute that has not been resolved by informal negotiation, the parties shall mutually agree upon a mediator, schedule a mediation, and shall share the costs of mediation equally, except costs incurred by each party for representation by legal counsel.
16. Choice of Law and Venue: This Agreement shall be governed by California law, and venue shall be in the Superior Court of the County of San Mateo, California, and no other place.
17. Merger: This writing is intended both as a final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
18. Assignment/Delegation: Neither party hereto shall assign, sublet or transfer any interest in this Agreement or any duty hereunder without written consent of the

other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.

19. No Third-Party Beneficiaries: There are no intended third-party beneficiaries to this Agreement.
20. No Waiver of Breach: The waiver by District of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or promise or a subsequent breach of the same or any other term or promise contained in this Agreement.
21. Force Majeure: If either party is delayed or hindered in or prevented from the performance of any act required hereunder because of strikes, lockouts, inability to procure labor or materials, failure of power, riots, insurrection, war, fire or other casualty, or other reason beyond the reasonable control of the party delayed, excluding financial inability ("Force Majeure Event"), performance of that act shall be excused for the period during which the Force Majeure Event prevents such performance, and the period for that performance shall be extended for an equivalent period. Delays or failures to perform resulting from lack of funds shall not be Force Majeure Events.
22. Severability: If any provision of this Agreement is determined to be illegal, invalid, or unenforceable, in part or in whole, the remaining provisions, or portions of the Agreement shall remain in full force and effect.
23. Headings: The headings in this Agreement are included for convenience only and shall neither affect the construction or interpretation of any provision in this Agreement nor affect any of the rights or obligations of the parties to this Agreement.
24. Execution in Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.
25. Authorization: Each individual executing this Agreement, or its counterpart, on behalf of the respective party, warrants that he/she is authorized to do so and that this Agreement constitutes the legally binding obligation of the entity which he/she represents.

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: January 25, 2024

RE: Approval of the 2023-24 CSPP Subcontractor-Assembly Bill (AB 110) Temporary Rate Increase One-Time Fund Agreement

BACKGROUND:

A Child Development Services agreement, 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 2023-24 school year as a one-time agreement for the purpose of issuing the AB 110 Temporary Rate Increase Fund.

FISCAL IMPLICATIONS

The agreement is the amount of \$96,614.00. 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 Subcontractor-Assembly Bill (AB 110) Temporary Rate Increase One-Time Fund Agreement for the 2023-24 program Year.



SAN MATEO
COUNTY
OFFICE OF
EDUCATION

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

**2023-2024 CSPP SUBCONTRACTOR –ASSEMBLY BILL (AB) 110 TEMPORARY RATE
INCREASE ONE-TIME FUND AGREEMENT**

**AGREEMENT BETWEEN THE SAN MATEO COUNTY SUPERINTENDENT OF SCHOOLS
CALIFORNIA DEPARTMENT OF EDUCATION AND SOUTH SAN FRANCISCO UNIFIED
SCHOOL DISTRICT**

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 South San Francisco Unified School District (“Agency”), a SMCOE CSPP subcontractor, for the purpose of issuing the AB 110 Temporary Rate Increase One-Time Fund.

The County Superintendent is the lead agency and fiscal agent for the SMCOE-CSPP from California Department of Education (CDE) . The County Superintendent has received a one-time temporary rate increase fund for the purpose of implementing the provisions of Assembly Bill 110. The County Superintendent received the fund award and was directed to distribute the fund of \$1,442 per student enrolled in the CSPP program based on the April 2022 reported enrollment in the Child Development Management Information System (CDMIS) 801A reporting system.

II. TERM OF AGREEMENT

The term of this Agreement shall be for the period **July 1, 2023 through June 30, 2024** subject to the termination provisions noted in paragraph III.5.

III. COUNTY SUPERINTENDENT’S RESPONSIBILITIES

1. The County Superintendent shall issue payment to the Agency in an amount not to exceed **NINETY-SIX THOUSAND SIX HUNDRED FOURTEEN DOLLARS AND NO CENTS (\$96,614.00)** in accordance with the stipend formula – *(\$1,442 multiple by number of enrolled students reported in the CDMIS’ APRIL 2022 report)* set forth by the CDE.

2. The one-time funds will be disbursed within 30 days of receipt of the signed Agreement. The County Superintendent will inform the Agency of the reporting requirements and any additional guidance provided by the CDE concerning the use of and reporting requirements for the stipend.
3. The County Superintendent will account for the funds and activities of the AB 110 fund according to the reporting requirements decided upon by the CDE.
4. The County Superintendent shall maintain records of the sites, children and families enrolled in the CSPP programs.
5. 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.
6. Payment by the County Superintendent of the AB 110 funds pursuant to this Agreement is contingent upon availability and receipt of funds from CDE. The County Superintendent may terminate the Agreement for unavailability of said funds. In this event, the County Superintendent shall inform the Agency of such funding unavailability as soon as it becomes known.

IV. AGENCY RESPONSIBILITIES

1. The Agency shall return an electronically executed original Agreement to the office of the County Superintendent by **November 30, 2023**.
2. Submit a Budget Form on or before November 30, 2023 that describes how the AB 110 fund will be spent. The AB 110 Temporary Rate Increase fund can be used for any allowable expense that would be reimbursable within the existing child development contract to address county-funded program costs or to ensure the programs are able to remain open in the 2023-2024 school year. The Budget should be guided and informed by the agency's program budget allocation set at the beginning of the fiscal year. The fund may be used for expenses incurred for the period July 1, 2023 through June 30, 2024.
3. The Agency shall adhere to the Equipment Approval, Bidding and Inventory Requirements set forth in the Funding Terms and Conditions (FT&C).
4. The Agency agrees to keep accurate and complete records of all expenses incurred from this fund. As with all Federal and State funds allocated for Early Learning and Care programs, the use of these funds is subject to audit, and must be appropriately tracked by the Agency. This includes, but is not limited to, maintaining records of all purchase orders or receipts to verify appropriate use of funds.
5. The Agency will report expenses in the quarterly CDNFS 8501 report and provide supportive expense documentation.
6. The 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.

7. The Agency shall maintain a Certificate of Insurance to be made available upon request to the County Superintendent showing evidence of sufficient insurance coverage as will protect it while performing the services required by this Agreement.
8. Agency shall indemnify and hold 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.

9. Responsibility for Audit Exceptions:

Audit exceptions are defined as any unfavorable finding in any audit of Agency's performance under this Agreement. Agency acknowledges and agrees 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 disbursed pursuant to this Agreement.

Agency will notify the County Superintendent in writing immediately of any audit exception(s) relating to or arising out of this Agreement.

Agency agrees to correct and resolve all audit exceptions to the County Superintendent's satisfaction. 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 reimburse the County Superintendent the full amount of the County Superintendent's liability resulting from said audit exceptions that are attributable to the Agency.

V. OTHER TERMS OF AGREEMENT

This Agreement is of no force or effect unless, or until, the authorized signatures from the County Superintendent and the 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

Marchelle Moten, Executive Director
Early Learning Support Services
San Mateo County Office of Education
101 Twin Dolphin Drive
Redwood City, CA 94065
650-802-5623
650-802-5622 (fax)
mmoten@smcoe.org

FOR THE
Agency

Dr. Shawnterra Moore,
Superintendent
South San Francisco Unified School District
530 Tamarack Lane
South San Francisco, CA 94080
650-877-8700
smoore@ssfusd.org

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representative, have affixed their hands on the day and year first written.

Dr. Shawnterra Moore, Superintendent
South San Francisco Unified School District

Kevin Bultema, Deputy Superintendent
Business Services Division
San Mateo County Superintendent of Schools

Dated

Dated

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: January 25, 2024

RE: Approval of the CCTR Continued Funding Child Development State
Preschool Contract for the 2024-25 School Year

BACKGROUND:

A Child Development Services agreement for the CCTR Continued Funding between the California Department of Social Services and SSFUSD has been annually proposed. The funding is provided by the California Department of Social Services (CDSS), Child Care and Development Division for the District to operate the District's Before and After-School-Age Program at the Children's Center for the 2024-25 school year.

FISCAL IMPLICATIONS

The Child Development Program enrolls and serves the number of students based on the contract awarded.

RECOMMENDATION

It is recommended that the Board of Trustees approve the CCTR Continued Funding State preschool contract for the fiscal year 2024-25.

November 14, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

CHILD CARE BULLETIN (CCB) NO. 23-33

The purpose of this communication is to notify contractors of the requirement to complete and submit a Continued Funding Application (CFA) for California Department of Social Services Child Care and Development programs to continue services into the next contract year. Failure to complete a CFA constitutes notification of a contractor's intent to discontinue services into the next fiscal year.



KIM JOHNSON
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



GAVIN NEWSOM
GOVERNOR

November 14, 2023

CHILD CARE BULLETIN (CCB) NO. 23-33

GUIDANCE TYPE: INFORMATIVE

TO: EXECUTIVE OFFICERS AND PROGRAM DIRECTORS OF CHILD CARE AND DEVELOPMENT PROGRAMS FUNDED BY OR THROUGH THE CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

SUBJECT: CONTINUED FUNDING APPLICATION FISCAL YEAR 2024-25

APPLICABLE PROGRAMS: ALTERNATIVE PAYMENT PROGRAMS, CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) STAGES TWO AND THREE, GENERAL CHILD CARE AND DEVELOPMENT PROGRAMS, FAMILY CHILD CARE HOME EDUCATION NETWORKS, MIGRANT CHILD CARE ALTERNATIVE PAYMENT PROGRAMS, MIGRANT CHILD CARE AND DEVELOPMENT PROGRAMS, MIGRANT SPECIAL SERVICES PROGRAMS, RESOURCE AND REFERRAL PROGRAMS, CHILD CARE AND DEVELOPMENT PROGRAMS FOR CHILDREN WITH SPECIAL NEEDS

REFERENCE: [SENATE BILL \(SB\) 98 \(CHAPTER 24, STATUTES OF 2020\); TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS \(5 CCR\) SECTION 18010](#)

Purpose

The purpose of this communication is to notify contractors of the applicable programs listed above of the requirement to complete and submit a Continued Funding Application (CFA) to the California Department of Social Services (CDSS) in order to continue services into the next Fiscal Year (FY). Failure to complete a CFA constitutes notification of a contractor's intent to discontinue services into the next fiscal year.

January 25, 2024

The Child Care and Development Division (CCDD) will host an informational webinar at 9:00 a.m., November 30, 2023. Please [register for the FY 2024-25 CFA Webinar](#) to participate.

Child Care Bulletin (CCB) No. 23-33 offers existing CDSS contractors the opportunity to request continued funding for Fiscal Year (FY) 2024-25. The California Code of Regulations, Title 5 (5 CCR), Section 18010(d) states, "Contractors that intend to accept the offer to continue services in the subsequent contract period shall respond to a CFA request from the Child Development Division in accordance with the instructions and timelines specified in the request." Each contractor is to review this information as soon as possible to ensure appropriate time and resources are reserved to complete the process.

Authority

Section 18010(e) of the 5 CCR states, "Failure to respond within the timelines specified in the continued funding application request shall constitute notification to the Child Development Division of the contractor's intent to discontinue services at the end of the current contract period unless the contractor has received a written extension of the original timeline from the Child Development Division." Failure to respond to requests from the CCDD for additional information will result in the application being deemed incomplete.

Background

In accordance with Senate Bill (SB) 98 (Chapter 24, Statutes of 2020), effective July 1, 2021, the following CCDD programs associated with the Continued Funding Application transferred to the CDSS:

- General Child Care and Development Programs
- California Family Child Care Home Education Networks
- Programs for Children with Severe Disabilities
- Migrant Child Care and Development Programs
- Migrant Child Care Alternative Payment Programs
- California Alternative Payment Programs
- CalWORKs Stage 2
- CalWORKs Stage 3
- Resource and Referral Programs

The California Department of Education (CDE), Early Learning Division will continue to administer the California State Preschool Program (CSPP), Inclusive Early Education Expansion Program, American Indian Early Childhood Education grant, and Early Head Start-Child Care Partnership grant awarded to the CDE by the United States Department of Health and Human Services, as well as other early education programs.

Application Submission Requirements

The FY 2024-25 CFAs will be completed via an online application. The CFA Instructions and Overview, the application link, and all required documents can be found on the [CFA web page](#).

Please Note: Public agencies are required to obtain board approval authorizing the signer to contract with the CDSS for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for FY 2024-25. It is important that public agencies seek board approval ahead of time to fulfill this requirement of the CFA.

Important: Applications must be received on or before **11:59 p.m., January 19, 2024.**

If you have any questions or experience difficulties with any part of the online application, please email CFA@dss.ca.gov.

This CFA is only for the aforementioned CDSS Child Care and Development Program contract types. Agencies applying for continued funding for the California State Preschool Program (CSPP) contract type must contact the CDE directly.

Notice of Automatic Renewal

Child Care and Development (CCD) Direct Service and Alternative Payment Contractors who apply for and are approved for continued funding will not need to sign and return a CCD contract to provide services for FY 2024-25. CCD Contractors will be automatically renewed in accordance with all applicable federal and state laws, as well as all CCD Funding Terms and Conditions and Program Requirements that will be incorporated into the FY 2024-25 CCD contract.

By completing and returning the FY 2024-25 CFA, your agency indicates that it wishes to automatically renew its CCD contract for FY 2024-25 and is willing to, and does accept, all of the terms and conditions of such contract, which will be provided to all CCD contractors being renewed for funding no later than June 1, 2024. CCD contractors may subsequently reject the terms of the new contract and opt not to renew their services under the terms of the new contract by providing written notice to the CDSS no later than July 1, 2024. If you do not wish to renew your contract, please contact your [Program Quality and Improvement Branch \(PQIB\) Consultant](#).

If you have any questions or need additional guidance regarding the information in this letter, please contact your assigned [PQIB Consultant](#), or send an email to CFA@dss.ca.gov.

Sincerely,

Original Document Signed By

LUPE JAIME-MILEHAM, EdD
Deputy Director
Child Care and Development Division

4

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
Seemaa Prasad, Principal, Baden High School

DATE: January 25, 2024

RE: Approval of permission for Baden High School Counselor to Attend the California Association of School Counselors (CASC) NorCal Conference in Monterey, CA, February 8-9, 2024

BACKGROUND:

The California Association of School Counselors (CASC) NorCal Conference provides professional development for counselors focusing on the wide-ranging approaches needed to improve student outcomes, recognizing that school counselors are instrumental in helping students navigate academic challenges, social pressures, and personal growth.

Baden HS Wellness Counselor, Mr. Alexander Stillman, requests to attend the event in Monterey, CA, from February 8-9, 2024.

FISCAL IMPLICATIONS:

Estimated total cost of \$1,169.48, will include the following:

- Registration: = Pre-conference \$169 + conference \$459 = \$628
- Hotel Accommodations: (1 night) = \$250
- Food: \$75 per day x 2 days = \$150
- Transportation (mileage): 216 miles (round trip) x .655/mile = \$141.48

The cost for Mr. Stillman to attend will be covered by CSI grant funding.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for Baden HS Wellness Counselor Mr. Stillman to attend the CASC NorCal Conference National Conference in Monterey, CA, from February 8-9, 2024.

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
Kevin Asbra, Principal, South San Francisco High School

DATE: January 25, 2024

RE: Approval for SSFHS Staff to Attend the 2024 California STEAM Symposium in Long Beach, CA, February 8-10, 2024.

BACKGROUND:

The 2024 California STEAM Symposium is being held in Long Beach on February 8-10, 2024. SSFHS staff member, Rebecca Lee Yee, requests to attend with the goal of building professional development in the SSFHS Computer Science pathway. She will leave after school on Thursday, February 8, and return on Saturday, February 10.

FISCAL IMPLICATIONS:

The CDE (Californians Dedicated to Education) Foundation is providing a scholarship that covers registration, travel, and hotel accommodations. The scholarship also covers meals and a stipend for the staff member's time. A CTE grant will cover funds for a substitute teacher on Friday, February 9, 2024.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for staff member Ms. Lee Yee to attend the 2024 California STEAM Symposium in Long Beach, CA, February 8-10, 2024.

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
James Briano, Principal, El Camino High School

DATE: January 25, 2024

RE: Approval of Permission for El Camino High School Jazz Band Students to Participate in the Essentially Ellington Music Festival in Las Vegas, NV, February 15-18, 2024.

BACKGROUND:

The purpose of this festival is to provide students the opportunity to participate in the Essentially Ellington Music Festival, the largest educational jazz band festival in the nation. The festival will be held on the campus of UNLV in Las Vegas, Nevada, on February 15-18, 2024. The program is licensed by Jazz at Lincoln Center and features arrangements and artists/clinicians from Jazz at Lincoln Center and other specially invited guests in partnership with Jazz at Lincoln Center and the UNLV School of Music, Division of Jazz and Commercial Music. The ECHS Jazz Band will participate fully in performances, educational workshops, and clinics.

There will be 22 ECHS jazz band students (10 females and 12 males) to participate. They will be accompanied by Ray Galela, Music Director, and four parent chaperones, male and female. They will be traveling on February 15 to Las Vegas via Southwest Airlines, and will return on February 18. While in Las Vegas, lodging will be at the Embassy Suites by Hilton Convention Center. The group will travel by shuttle provided by the Embassy Suites when traveling to and from the campus and to and from the airport. The entire group will primarily be on the UNLV campus throughout their stay. Plane, hotel, shuttle accommodations, and planned activities will be arranged by the teacher and parents on the tour.

FISCAL IMPLICATIONS:

All program fees including transportation, food, and lodging are financed by the students. Each student was provided the opportunity to fundraise for this trip. No student will be denied the opportunity to participate due to financial constraints. The cost for a substitute will be paid by the ECHS Band.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for ECHS Jazz Band students to travel to Las Vegas, NV, to participate in the Essentially Ellington Festival, on the campus of UNLV, February 15-18, 2024.

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
James Briano, Principal, El Camino High School

DATE: January 25, 2024

RE: Approval of Permission for the El Camino High School Boys and Girls Varsity Wrestling Team to Participate in at the CIF Wrestling State Championships in Bakersfield, CA, on February 21-25, 2024.

BACKGROUND:

The purpose of this trip on February 21-25, 2024, is to participate at the CIF wrestling State Championships, hosted at Mechanics Bank Arena, 1001 Truxtun Ave., Bakersfield, CA. The team, along with Head Coaches J. Aquino, R. Reyes and female chaperone/volunteer Chickie Lejender, who will supervise the team, will leave Wednesday, February 21, and return Sunday, February 25, 2024. The group will be traveling to Bakersfield by District van.

FISCAL IMPLICATIONS:

The ECHS Athletics Department will cover the cost of tournament fees and the District van. The group will be staying at the Courtyard by Marriott Bakersfield, 3601 Marriott Dr., Bakersfield, CA. No student shall 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 ECHS Boys and Girls Varsity Wrestling Team students to participate in the CIF Wrestling State Championships in Bakersfield, CA, on February 21-25, 2024.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources and Student Services

DATE: January 25, 2024

RE: Approval for Human Resources Staff and a Personnel Commissioner to Attend the California School Personnel Commissioners Association (CSPCA) Annual Conference in Monterey, CA, on March 3-5, 2024.

BACKGROUND:

The California School Personnel Commissioners Association (CSPCA) is a professional service organization that provides member support to over 90 merit districts throughout California. CSPCA is committed to providing continuous high-level training and resources to personnel commissioners, board members, directors, employees, and employee organizations working in merit districts.

Conference topics include, AB 438, FRISK, job analysis, leave of absence, Interactive Process for return to work, legal updates, and more. A Commissioner Boot Camp will also be held at the conference, where topics will include the Brown Act and parliamentary procedure, navigating a commissioner's political arena, Personnel Commission budget and approval, and Personnel Commission hearings. Continuous merit training is vital to our Human Resources team, to ensure that our merit processes create a comprehensive human resource system for classified employees.

The District's Personnel Technician, Ms. Trisha Catig and the Confidential Executive, serving classified personnel, Ms. Veronica Martinez, request to attend this conference. This year, one of our Personnel Commissioners, Tracy Summers, has requested to attend as well.

FISCAL IMPLICATIONS:

Estimated total cost for three participants to attend is \$5,211.30 will include the following:

- Registration: $\$799 \times 3$ attendees = \$2,397.00
- Hotel: $\$565.70 \times 3 = \$1,697.10$
- Food: $\$225 \times 3 = \675.00
- Transportation: $\$147.40$ per person $\times 3 = \$442.20$

The cost of the trip would be covered by Personnel Commission Travel and Conference funds.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for two Human Resources staff members and one Personnel Commissioner to attend the CSPCA Annual Conference in Monterey, CA, on March 3-5, 2024.

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
Kevin Asbra, Principal, South San Francisco High School

DATE: January 25, 2024

RE: Approval for SSFHS Students and Chaperones to Travel to Mexico on March 21-April 6, 2024.

BACKGROUND:

The purpose of this cultural Ballet Folklórico Joint Concert Trip to the states of Jalisco, Puebla, and México City, from March 21-April 6, 2024 is to provide SSFHS students with an in-depth experience in Mexican culture and Ballet Folklórico dance. It is also our goal for our students to reinforce established cultural ties with other professional and student-based dance companies in the cities of La Barca, and our SSF Sister City Atotonilco El Alto, as well as in “De Colores” International Dance Festival at El Arenal Jalisco.

13 SSFHS students (7 female/6 male), as well as an equal ratio of male/female alumni, community members, parents, and two SSFHS staff members will accompany and serve as chaperones accompanied by the Folklórico dance teacher-sponsor, Mr. Martin Cruz Barajas.

The students will visit various cultural sites including museums, churches, archeological ruins, haciendas, and market places in the states of Jalisco, Puebla, and México City. They will meet with the mayors and city officials and will participate in dance rehearsals and performances with joint Ballet Folklórico companies from La Barca, Grupo Folklórico La Moreña and Ballet Folklórico Atle-Cuilli-Ko, from our SSF Sister City, as well as with various professional dance companies at “De Colores” International Dance Festival at El Arenal Jalisco.

The group will fly from San Francisco to Guadalajara Jalisco and travel by chartered buses to Atotonilco El Alto, La Barca, and El Arenal for our joint concert performances. We will then continue our tour to Puebla and México City.

FISCAL IMPLICATIONS:

Tour fees and travel expenses will be financed by the students and fundraising efforts by Mr. Cruz. Private donations from business and organizations will help finance this trip. Overnight stipends for Mr. Cruz and the two teacher sponsors, for 17 days, will be paid using SSFHS Folkloric Club funds. No students 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 SSFHS students and their chaperones to participate in the Ballet Folklórico Joint Concert Trip in the Mexican states of Jalisco, Puebla, and México City, March 21- April 6, 2024.

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
James Briano, Principal, El Camino High School

DATE: January 25, 2024

RE: Approval for El Camino High School Students and Chaperones to Travel to Italy on March 28-April 8, 2024.

BACKGROUND:

The original request to travel abroad, to Peru with Education Tours, was Board approved on May 25, 2023. Since that trip was cancelled, we now request permission to travel to Italy on March 28-April 8, 2024.

The purpose of this field trip is to provide students the opportunity to participate in learning experiences with Italian-speaking communities, capitalize in traveling abroad and explore culture, and embrace seven different cities and communities in Italy. Students will participate in an Educational Tour with the company, Education First (EF). They will meet with a Tour Director for the entire trip, as well as a local guide at each city. This is the second time El Camino's World Language Department is embarking on this opportunity and our learning objectives correlate with all District and LCAP goals. The tour is called the "Grand Tour of Italy" and provides all plane tickets, hotels, breakfast/dinner, and tour excursions. Students will visit Milan, Venice, Florence, Assisi, Pompeii, and Rome. There will be six ECHS female students, two staff members, Ms. Cynthia Espinor, Teacher and Ms. Dede Buckley, Job Developer. They will all travel together to Italy and EF provides all transportation and tour details.

FISCAL IMPLICATIONS:

All program fees including transportation, food, and lodging are financed by the students, and paid directly to EF to make all arrangements. Each student was

provided the opportunity to fundraise for this trip. No child 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 ECHS students and their chaperones to participate in the “Grand Tour of Italy” on March 28-April 8, 2024, via Education First Tours.

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
Kevin Asbra, Principal, South San Francisco High School

DATE: January 25, 2024

RE: Approval of permission for the South San Francisco High School Students to Travel to the Marin Headlands, in Marin, CA, on April 10-11, 2024.

BACKGROUND:

SSFHS and the SSF Police Department, in conjunction with the California Highway Patrol, and Office of Traffic Safety, are taking a proactive step in educating our students about making mature decisions should they encounter alcoholic beverages. The program is called *Every 15 Minutes*.

Every 15 Minutes is a two-day program, April 10-11, 2024, that challenges high school juniors and seniors to think carefully about drinking, driving, personal safety, and the responsibility of making mature decisions when lives are involved. Approximately 20 students will participate in this program which will include a staged automobile accident which will be filmed and presented to the entire junior and senior student body. Law enforcement and emergency medical responders will respond to a 911 call for help and simulate a real-life rescue.

Following the staged activities on April 10, student participants will take part in an overnight retreat with SSF Police and Fire representatives, and participate in a school assembly the following day.

The purpose of this overnight retreat is to give students the opportunity to participate in trust and team-building activities. They will also have the opportunity to interact with community members who have been affected by poor choices involving alcohol. Students will also be asked to write letters to friends and family members.

Travel for 20 male and female students, Ms. Arynne Bautista, and two counselors (TBD) will travel by charter vans. They will leave school at 2:30 p.m., Wednesday, April 10, in the afternoon, and return at approximately 9:00 a.m., Thursday, April 11.

FISCAL IMPLICATIONS:

The SSF Police Department will fund the retreat to the YMCA at Point Bonita, in the Marin Headlands. This includes the facility reservation and food/beverages for our students and chaperones.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for SSFHS students to participate in the *Every 15 Minutes* program and an overnight field trip in the Marin Headlands in Marin, CA, on April 10-April 11, 2024.

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

Leticia Gonzalez, Principal, Sunshine Gardens Elementary School

DATE: January 25, 2024

RE: Approval of permission for Sunshine Gardens ES Staff Members to
Attend the 2024 Ascend SMARTER Intervention Summit in Denver,
CO, on June 20-22, 2024

BACKGROUND:

Ascend SMARTER Intervention is a team of educational therapists with backgrounds in research, psychology, special education, and general education who provide direct services for students with learning difficulties across multiple settings. This conference, held in Denver, CO, on June 20-22, 2024, is for intervention teachers as well as classroom teachers. Four attendees (TBD) will engage in hands-on learning opportunities, interactive small-group sessions, and personalized conversations with the SMARTER Intervention Team on topics such as current Science of Reading research and its effects on literacy instruction, the role Executive Functioning plays in students' learning abilities, how to streamline progress monitoring and the data-tracking process, and the five core components of literacy (phonics, phonological awareness, vocabulary, comprehension, and fluency). Attendees will leave this conference with actionable strategies and literacy materials that can be implemented immediately upon their return to their classrooms and intervention settings.

FISCAL IMPLICATIONS:

Estimated total cost of \$7,020, for two reading specialist and two teachers, will include the following:

- Registration: \$400 x 4 attendees = \$1,200

- Hotel: \$300 per night x 3 nights x 4 = \$3,600
- Food: \$60 per day x 3 days x 4 = \$720
- Transportation: \$375 x 4 = \$1,500

The cost of each staff members trip would be covered by Title 1 and EL Funds.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for four Sunshine Gardens ES staff members to attend the Ascend SMARTER Intervention Summit in Denver, CO, on June 20- 22, 2024.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

DATE: January 25, 2024

RE: Approval of Addendum with the City of Daly City Expanded Learning Opportunity Program (ELOP) Program

BACKGROUND:

On August 10, 2023, the Board approved the ELOP services to be provided by the City of Daly City AYRP program, to provide aftercare services at Junipero Serra ES for eligible families. Due to the qualifying high demand and alumni students, the original agreement was for 30 guaranteed students. After the first week of school the need was increased for 39 qualifying students.

- Original MOU was approved for 30 qualifying students at Junipero Serra x \$1,680 per TK/K-5th grades, for a total of \$50,400.
- The addendum due to an increased need is for 39 qualifying students at \$1,680 per TK/K-5th grades, for a total of \$65,520. This increase of \$15,120 is to be paid for the 2023-24 school year.

Trimester One: August 9 - October 31, 2023
Trimester Two: November 2, 2023 - February 16, 2024
Trimester Three: February 26 - May 30, 2024

FISCAL IMPLICATIONS:

The State of California has allocated ELOP funds for eligible students for qualifying families in SSFUSD for the 2023-24 school year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the addendum with the City of Daly City for the ELOP aftercare program for the 2023-24 school year.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

DATE: January 25, 2024

RE: Approval of 2022-23 School Accountability Report Cards (SARCs)

BACKGROUND:

Since November 1988, state law has required all public schools receiving state funding to prepare and distribute a SARC. A similar requirement is also contained in the federal Elementary and Secondary Education Act (ESEA). The purpose of the report card is to provide parents and the community with important information about each public school. A SARC can be an effective way for a school to report on its progress in achieving goals. The public may also use a SARC to evaluate and compare schools on a variety of indicators.

Although there is great variation in the design of school report cards, they generally begin with a profile that provides background information about the school and its students. The profile usually summarizes the school's mission, goals, and accomplishments. State law requires that the SARC contain all of the following:

- Demographic data
- School safety and climate for learning information
- Academic data
- School completion rates
- Class sizes
- Teacher and staff information
- Curriculum and instruction descriptions
- Postsecondary preparation information
- Fiscal and expenditure data

School report cards must be updated annually and published by February 1.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the 2022-23 School Accountability Report Cards.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

CERTIFICATED CONTRACT 2023-2024

Reil, Alyssa, will be placed at Monte Verde Elementary School on a Temporary contract effective January 8, 2024. Salary placement C – 1

RESIGNATION

Vinski, David, a teacher at El Camino High School effective March 31, 2024

Meyer, Marissa, a Nurse at the Special Education department effective February 2, 2024

Orozco, Valeria, a teacher at Junipero Serra Elementary School effective December 21, 2023

Hazelwood, Leslie, a teacher at Spruce Elementary School effective May 31, 2024

RETIREMENT

Alvarado, Cathie, a teacher at Junipero Serra Elementary School effective June 3, 2024

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

EMPLOYMENT

Coussinat, Colleen Rose, Paraprofessional II – Special Education, Ponderosa Elementary School, 6.0 hours per day, Range 29B, Step 1, effective December 6, 2023.

Wong, Calvin, Construction Project Manager - Bond, District Office, 7.5 hours per day, Range 28S, Step 5, effective February 1, 2024.

PROMOTION

Burke, Monica, Paraprofessional II – Special Education, Los Cerritos Elementary School, 6.0 hours per day, Range 29B, Step 2, effective December 20, 2023.

RESIGNATION

Manrique, Senen Parazo, Paraprofessional II – Special Education, Hillside Preschool, 6.0 hours per day, Range 29, Step 3, effective December 20, 2023.

Dunne, Mark, Painter, District Office, 8.0 hours per day, Range 46, Step 5, effective December 31, 2023.

Calamateo, Leslie, Spruce Elementary School, 6.0 hours per day, Range 25, Step 4, effective January 18, 2024.

RETIREMENT

Cardenas, Sandra, Nutrition Services Assistant II, 7.0 hours per day, Range 30H, Step 5, effective February 16, 2024.

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: January 25, 2024
RE: Purchase Order Listing, November 1 - November 30, 2023

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed between November 1 - November 30, 2023 for the 2023-24 Fiscal Year.

FISCAL IMPLICATIONS:

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

RECOMMENDATION:

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

P.O.	Vendor	Description	Account	Amount
241756	A. R. T. CARPET	Flooring/Carpet	01-8150-0-0000-8110-5899-009-741	4,845.00
241757	ACT ENVIRO	Hazardous Waste Removal	01-8150-0-0000-8110-5860-090-741	1,391.96
241786	ACT ENVIRO	Hazardous Waste Removal	01-8150-0-0000-8110-5860-033-741	1,202.00
241581	AMAZON.COM	Books	01-3182-0-1110-1000-4200-031-387	192.20
241585	AMAZON.COM	Classroom Supplies	01-0801-0-1110-1000-4320-021-180	432.82
241589	AMAZON.COM	Positive Behavior Supplies	01-3214-0-1110-1000-4320-013-339	749.94
241592	AMAZON.COM	Document Holder	01-0000-0-1110-1000-4320-032-070	43.71
241603	AMAZON.COM	Positive Behavior Incentives/Prizes	01-3214-0-1110-1000-4320-013-339	765.63
241604	AMAZON.COM	Positive Behavior Incentives/Prizes	01-3214-0-1110-1000-4320-013-339	457.42
241608	AMAZON.COM	Financial Lit Supplies	01-0000-0-1110-1000-4320-090-177	63.75
241610	AMAZON.COM	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	65.81
241611	AMAZON.COM	Color Vision Book	01-6500-0-5760-1190-4320-090-245	131.84
241612	AMAZON.COM	Materials for Sensory Needs	01-9010-0-5760-1190-4320-090-350	168.23
241618	AMAZON.COM	Digital Kitchen Scales	01-0801-0-1110-1000-4320-033-180	169.99
241619	AMAZON.COM	Calculators	01-0801-0-1110-1000-4320-033-180	173.22
241621	AMAZON.COM	Safety Bathroom & Classroom Supplies	01-0801-0-1110-1000-4320-012-180	301.07
241623	AMAZON.COM	Preschool Supplies	01-6500-0-5730-1190-4320-005-205	193.96
241624	AMAZON.COM	Preschool Supplies	01-6500-0-5730-1190-4320-005-205	1,098.84
241625	AMAZON.COM	Preschool Supplies	01-6500-0-5730-1190-4320-005-205	393.30
241626	AMAZON.COM	Financial Lit Supplies	01-0000-0-1110-1000-4320-021-322	317.35
241627	AMAZON.COM	Fish Labels	01-7029-0-0000-3700-4320-090-820	0.00
241627	AMAZON.COM	Fish Labels	01-7032-0-0000-3700-4320-090-820	251.17
241628	AMAZON.COM	Sped Class Support	01-0801-0-1110-1000-4320-012-180	172.36
241629	AMAZON.COM	Audio Transmission System	01-6500-0-5760-1190-4320-090-245	1,509.48
241631	AMAZON.COM	Pencil Sharpeners	01-0000-0-1110-1000-4320-008-070	61.02
241632	AMAZON.COM	Helix Cup Supplies	01-9010-0-1110-1000-4320-090-055	1,239.69
241633	AMAZON.COM	MS Financial Lit Supplies	01-9010-0-1110-1000-4320-090-DNA	263.32
241634	AMAZON.COM	Books for School Liaison Team	01-3010-0-1110-1000-4200-090-301	420.05
241635	AMAZON.COM	Intersession Supplies	01-3010-0-1110-1000-4320-022-301	476.56
241637	AMAZON.COM	Tech Parts	01-0000-0-0000-2424-4320-090-735	65.12
241638	AMAZON.COM	Office Supplies	01-0000-0-1110-1000-4320-002-070	345.60
241639	AMAZON.COM	Supplies	01-0000-0-3200-1000-4320-031-070	231.44
241640	AMAZON.COM	Supplies	01-0000-0-1110-1000-4320-033-070	89.26
241640	AMAZON.COM	Supplies	01-0000-0-1202-1000-4320-033-322	109.66
241642	AMAZON.COM	Tech Supplies	01-0000-0-0000-2424-4320-090-735	203.94
241643	AMAZON.COM	Tech Repair Part	01-0000-0-0000-2424-4320-090-735	58.40
241655	AMAZON.COM	Intersession Supplies	01-3010-0-1110-1000-4320-022-301	544.16
241660	AMAZON.COM	Supplies for AV, Security, General Office and Social Studies	01-0000-0-1110-1000-4320-032-070	54.92
241660	AMAZON.COM	Supplies for AV, Security, General Office and Social Studies	01-0000-0-1236-1000-4320-032-070	242.91
241661	AMAZON.COM	Folklorico Supplies_CTE	01-6388-0-3800-1000-4320-033-318	633.73
241662	AMAZON.COM	AP European History Books	01-7412-0-1110-1000-4320-033-362	391.43
241663	AMAZON.COM	Technology Devices	01-0000-0-0000-2424-4320-090-735	884.66

P.O.	Vendor	Description	Account	Amount
2411664	AMAZON.COM	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	24.28
2411665	AMAZON.COM	Shelf and Trifold Desk Reference	01-0000-0-1110-1000-4320-090-762	105.55
2411667	AMAZON.COM	Office Supplies	01-0000-0-0000-7350-4320-090-717	217.90
2411696	AMAZON.COM	Intersession Supplies	01-3010-0-1110-1000-4320-022-301	232.23
2411697	AMAZON.COM	Office Supplies	01-0000-0-1110-1000-4320-006-070	229.32
2411699	AMAZON.COM	Support Materials - Spruce	01-9010-0-5760-1190-4320-090-350	262.00
2411700	AMAZON.COM	Science Supplies 11-2023	01-0801-0-1110-1000-4320-025-180	135.61
2411705	AMAZON.COM	Undercabinet Lighting	01-6387-0-3800-1000-4320-032-CIG	72.51
2411713	AMAZON.COM	Office Supplies	01-6500-0-5760-1190-4320-090-245	1,173.44
2411715	AMAZON.COM	Classroom Supplies	01-6500-0-5760-1190-4320-090-245	261.32
2411716	AMAZON.COM	Therapy Supplies	01-9010-0-5760-1190-4320-090-350	119.34
2411718	AMAZON.COM	Basketballs - Athletics	01-0000-0-1203-1000-4320-033-322	307.61
2411720	AMAZON.COM	MS Financial Literacy PHMS	01-9010-0-1110-1000-4320-090-DNA	398.10
2411721	AMAZON.COM	Supplies for Therapy	01-9010-0-5760-1190-4320-090-350	216.55
2411722	AMAZON.COM	Supplies for Therapy	01-9010-0-5760-1190-4320-090-350	189.13
2411724	AMAZON.COM	Safety Supplies	01-9010-0-5760-1190-4320-090-350	363.45
2411728	AMAZON.COM	Tech Supplies- SSDs, Adapters	01-0000-0-0000-2424-4320-090-735	714.40
2411729	AMAZON.COM	Classroom Items	01-0801-0-1110-1000-4320-014-180	153.66
2411730	AMAZON.COM	Classroom Learning & Support Materials; PBIS Prizes	01-3010-0-1110-1000-4320-007-301	1,216.15
2411731	AMAZON.COM	Support Learning Materials & Supplies	01-3010-0-1110-1000-4320-007-301	390.85
2411732	AMAZON.COM	Basketballs_ Girls Team	01-0000-0-1203-1000-4320-033-322	769.02
2411746	AMAZON.COM	Classroom Supplies	01-0801-0-1110-1000-4320-013-180	106.40
2411747	AMAZON.COM	Classroom Learning & Support Supplies	01-3010-0-1110-1000-4320-007-301	676.12
2411748	AMAZON.COM	iPad Classroom Chargers	01-3010-0-1110-1000-4320-008-301	158.94
2411749	AMAZON.COM	Classroom Support and Instructional Supplies	01-3010-0-1110-1000-4200-007-301	18.60
2411749	AMAZON.COM	Classroom Support and Instructional Supplies	01-3010-0-1110-1000-4320-007-301	849.42
2411755	AMAZON.COM	Books	01-0000-0-1110-1000-4200-010-070	194.42
2411762	AMAZON.COM	Badminton Net (2) & Calculators (10)	01-0801-0-1110-1000-4320-025-180	138.32
2411767	AMAZON.COM	Office Supplies	01-0000-0-1110-1000-4320-006-070	48.20
2411777	AMAZON.COM	5th Grade Supplies	01-0000-0-1110-1000-4200-002-070	4.87
2411777	AMAZON.COM	5th Grade Supplies	01-0000-0-1110-1000-4320-002-070	302.71
2411782	AMAZON.COM	Long Heavy Pads Assortment	01-0801-0-1110-1000-4320-025-180	70.46
2411784	AMAZON.COM	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	710.18
2411599	AMS.NET INC	SMARTnet	01-0000-0-0000-2424-5899-090-735	2,026.02
2411595	APPLE COMPUTER INC	MacBook Air Adapters	01-0000-0-0000-2424-4320-090-735	1,046.01
2411781	APPLE COMPUTER INC	iPad-Folklorico CTE	01-6388-0-3800-1000-4420-033-318	2,217.50
2411590	APPLE INC	Technology	01-3182-0-1110-1000-4320-031-387	192.71
2411598	APPLE INC	Laptop	01-0000-0-0000-7400-4420-090-715	5,017.53
2411706	AZENTA US INC.	Biotech Supplies	01-9010-0-1110-1000-4320-090-360	46.15
2411600	B & H PHOTO-VIDEO INC	Video Arts Supplies and Equipment	01-6387-0-3800-1000-4420-032-CIG	1,505.07
2411727	B & H PHOTO-VIDEO INC	Lights_ Folklorico CTE	01-6387-0-3800-1000-4320-033-CIG	3,735.53
2411743	B & H PHOTO-VIDEO INC	Drone_ Folklorico CTE	01-6388-0-3800-1000-4420-033-318	669.14

P.O.	Vendor	Description	Account	Amount
241759	BEST BUY CO INC	Technology Devices	01-0000-0-0000-2424-4320-090-735	784.08
241630	BLUEBEAM INC.	User Licenses	01-8150-0-0000-8110-5813-090-741	240.00
241737	BRIGHT MORNING CONSULTING INC	Art of Coaching Virtual Learning Experience	01-6266-0-1110-1000-5210-090-341	995.00
241676	BSN SPORTS INC	Basketball Uniforms	01-0000-0-1202-1000-5810-033-322	4,380.08
241771	BSN SPORTS INC	Volleyball/Cart	01-0000-0-1202-1000-4320-033-322	1,421.69
241772	BSN SPORTS INC	Jerseys/Shorts	01-0000-0-1203-1000-5810-033-322	4,613.39
241711	BULLSEYE GLASS COMPANY	Art Supplies	01-0000-0-1201-1000-4320-033-070	112.62
241775	CAAASA	CAAASA 2024	01-6387-0-3800-1000-5210-090-CIG	650.00
241615	CALIFORNIA ASSOCIATION FOR	CABE 2024	01-6266-0-1110-1000-5210-090-341	1,725.50
241593	CAROLINA BIOLOGICAL SUPPLY CO	Human Anatomy and Physiology Dissection Items	01-0000-0-1235-1000-4320-032-070	1,837.29
241745	CDW GOVERNMENT INC	Projector Bulbs	01-0000-0-1110-1000-4320-010-070	619.20
241584	CENGAGE LEARNING	Great Wring ELD Pilot Material	01-6266-0-1110-1000-4200-090-341	15,945.18
241685	CHALLENGE SUCCESS	PD: From Threat to Opportunity: AI in Education School Policies	01-0000-0-1110-1000-5210-090-762	29.00
241766	CITY OF DALY CITY	23/24 City of Daly City ELOP Partner	01-2600-0-0000-8200-5899-090-358	50,400.00
241653	CITY OF SOUTH SAN FRANCISCO	Water & Sewer	01-0000-0-0000-8200-5530-090-760	363.00
241719	CLEARLITE TROPHIES	Walnut Gavel	01-0000-0-0000-7110-5810-090-713	146.70
241787	CLEARLITE TROPHIES	Brass Plaque	01-0000-0-0000-7110-5810-090-713	50.00
241738	CONCORD THEATRICALS CORP	Performance Fee	01-9219-0-1208-1000-5899-032-356	520.00
241648	CURRICULUM ASSOCIATES LLC	Protocols	01-6500-0-5760-1190-4320-090-245	429.48
241582	DELL MARKETING LP	Desktop Computer for Sunshine Gardens Community Liaison	01-0000-0-0000-2100-4420-090-762	1,469.48
241620	DELL MARKETING LP	Desktop Computer for Los Cerritos Community Liaison	01-0000-0-0000-2100-4420-090-762	1,469.48
241776	DELL MARKETING LP	Desktop Computer AiO	01-0801-0-1110-1000-4420-033-180	1,467.16
241751	EDUCATIONAL INNOVATIONS INC	DELD Supplies	01-0801-0-1110-1000-4320-013-123	236.23
241616	EDUCATOR SUMMIT LLC, THE	The Educator Summit	01-3214-0-1110-1000-5210-013-339	130.00
241773	ENTONSENSE LLC	Science Supplies - Crickets	01-0801-0-1110-1000-4320-025-180	56.45
241744	ERGOTRON INC	Ergotron Cart Repair Part	01-0000-0-0000-2424-4320-090-735	134.83
241764	ESPECIAL NEEDS LLC	Treatment Table	01-9010-0-5760-1190-4420-090-350	1,296.22
241760	FLINN SCIENTIFIC INC.	Thermometers (Qty 12)	01-0801-0-1110-1000-4320-025-180	123.28
241672	FOLLETT CONTENT SOLUTIONS	Books	01-0801-0-1110-1000-4200-033-123	357.64
241674	FOLLETT CONTENT SOLUTIONS	Library Books	01-0000-0-1110-2421-4200-010-451	671.00
241674	FOLLETT CONTENT SOLUTIONS	Library Books	01-9010-0-1110-1000-4200-010-356	974.62
241709	FOLLETT CONTENT SOLUTIONS	Approved Novels, Outsiders, PHMS	01-6300-0-1110-1000-4100-090-307	2,255.73
241682	FOLLETT SCHOOL SOLUTIONS INC	Books	01-0000-0-1110-2421-4200-022-451	799.89
241698	FOLLETT SCHOOL SOLUTIONS INC	Destiny Library and Textbook - Hosted Service Renewal	01-0000-0-0000-2420-5813-090-450	7,904.72
241712	FOLLETT SCHOOL SOLUTIONS INC	Library Books	01-0000-0-1110-2421-4200-008-451	362.27
241734	FREESTYLE PHOTOGRAPHIC SUPPLIE	Photo Supplies	01-0000-0-1228-1000-4320-033-070	4,285.89
241778	GENERATION GENIUS INC	Science Licenses	01-0000-0-1110-1000-5813-002-070	795.00
241679	GREEN NINJA	Green Ninja MS Refill/Starter Kits ALMS	01-6300-0-1110-1000-4100-090-307	6,333.62
241680	GREEN NINJA	Green Ninja MS Refill/Starter Kits WMS	01-6300-0-1110-1000-4100-090-307	14,485.49
241681	GREEN NINJA	Green Ninja MS Refill/Starter Kits PHMS	01-6300-0-1110-1000-4100-090-307	15,968.30
241658	HANSON, SANDRA	Visual Phonics Training	01-6500-0-5760-1190-5899-090-245	2,680.52
241736	HEGGERTY PHONEMIC AWARENESS	Heggerty Kinder Curriculum	01-3010-0-1110-1000-4200-007-301	209.82

P.O.	Vendor	Description	Account	Amount
241578	IMPERIAL BAG & PAPER CO LLC	Warehouse Inventory Stock	01-0000-0-0000-0000-9320-000	431.81
241588	J & R REGISTRATIONS	Educating for Careers 2024	01-6387-0-3800-1000-5210-090-CIG	1,700.00
241591	JUNIOR LIBRARY GUILD	Books	01-0000-0-1110-1000-4200-033-070	167.05
241758	KELLY PAPER	Warehouse Inventory Restock - Index	01-0000-0-0000-0000-9320-000	518.23
241613	KELLY SPICERS INC.	NCR 2-Part	01-0000-0-0000-7550-4320-090-718	901.19
241690	KELLY SPICERS INC.	Paper	01-0000-0-1110-1000-4320-010-070	922.33
241710	KELLY SPICERS INC.	Copy Paper	01-0000-0-1110-1000-4320-008-070	2,007.97
241785	KELLY SPICERS INC.	Office Supplies	01-0000-0-1110-1000-4320-002-070	2,007.97
241753	LAKESHORE	Classroom Supplies	01-0801-0-1110-1000-4320-013-180	519.79
241753	LAKESHORE	Classroom Supplies	01-0801-0-1110-1000-4420-013-180	4,166.90
241723	LEARNING WITHOUT TEARS	Learning Without Tears	01-6500-0-5730-1190-4320-005-205	592.21
241735	LEARNER PUBLISHING GROUP INC	Library Books	01-3010-0-1110-1000-4200-007-301	393.38
241770	LORENZ MORALES CONSULTING	Westborough Peer Mentoring	01-9305-0-1110-1000-5899-025-391	12,500.00
241671	MAGNATAG VISIBLE SYSTEMS	Master Schedule Board	01-3218-0-1110-1000-4420-032-439	1,656.95
241694	MARIACHI CONNECTION, THE	Class Supplies	01-3010-0-1110-1000-4420-022-301	852.23
241684	MASTER TEACHER INC	Volunteer Appreciation	01-0000-0-1110-1000-5810-008-070	144.60
241761	MIDAMERICA BOOKS	Library Books	01-0801-0-1110-1000-4200-002-123	914.38
241669	MINGA SOLUTIONS INC	Digital ID, Hall Pass and Check-In Module	01-3218-0-1110-1000-5813-032-439	5,625.00
241607	NEW A&A TOP AND TRIM	Open P.O. for Vehicle Upholstery Repair	01-8150-0-0000-8110-5600-090-741	2,000.00
241641	OFFICE DEPOT INC	Office Supplies	01-0000-0-1110-1000-4320-010-070	1,053.46
241675	OFFICE DEPOT INC	Supplies for Social Studies	01-0000-0-1236-1000-4320-032-070	97.58
241689	OFFICE DEPOT INC	School Supplies	01-0000-0-1110-1000-4320-010-070	1,286.33
241691	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-8200-4320-090-760	184.17
241708	OFFICE DEPOT INC	Toner	01-0000-0-1110-1000-4320-008-070	539.78
241739	OFFICE DEPOT INC	Supplies for College and Career Office	01-9219-0-1221-1000-4320-032-356	114.38
241742	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-3130-4320-090-503	255.46
241765	OFFICE DEPOT INC	School Supplies 11-2023	01-0801-0-1110-1000-4320-025-180	279.65
241768	OFFICE DEPOT INC	Facial Tissue	01-0801-0-1110-1000-4320-025-180	434.23
241752	ORIENTAL TRADING CO	PBIS Incentives	01-3214-0-1110-1000-4320-013-339	179.38
241646	PAR INC.	Protocols	01-6500-0-5760-1190-5813-090-245	216.00
241647	PAR INC.	Protocols	01-6500-0-5760-1190-4320-090-245	248.97
241617	PEARSON CLINICAL ASSESSMENT	Protocols	01-6500-0-5760-1190-5813-090-245	1,613.00
241644	PEARSON CLINICAL ASSESSMENT	Protocols	01-6500-0-5760-1190-4320-090-245	344.74
241645	PEARSON CLINICAL ASSESSMENT	Protocols and Kits	01-6500-0-5760-1190-4320-090-245	7,972.63
241601	POSITIVE COACHING ALLIANCE	Letter of Agreement	01-0000-0-1202-1000-5899-033-322	1,500.00
241683	POSITIVE PROMOTIONS	Staff Safety Gear	01-0000-0-1110-1000-4320-008-070	1,281.76
241686	PRINTED SOLID INC.	3D Printer Refill Supplies	01-6387-0-3800-1000-4320-090-CIG	1,898.09
241649	PRO-ED INC.	Protocols	01-6500-0-5760-1190-4320-090-245	532.25
241594	QUON, ARNOLD	Repair of Cameras	01-0000-0-1228-1000-5600-032-070	836.00
241657	RIFTON EQUIPMENT	Pacer Gait Trainer Accessories	01-6500-0-5760-1190-4320-090-215	391.43
241650	RIVERSIDE INSIGHTS	Protocols	01-6500-0-5760-1190-4320-090-245	490.58
241651	RIVERSIDE INSIGHTS	Protocols and Kits	01-6500-0-5760-1190-4320-090-245	16,881.83

P.O.	Vendor	Description	Account	Amount
241606	RJP ENTERPRISES	Ceramic Equipment Repair	01-8150-0-0000-8110-4320-032-741	954.00
241606	RJP ENTERPRISES	Ceramic Equipment Repair	01-8150-0-0000-8110-5600-032-741	880.00
241656	SAN MATEO COUNTY OFFICE OF EDU	CECC Annual Costs	01-0000-0-0000-7700-5850-090-717	160,611.00
241695	SAN MATEO UNION HIGH DISTRICT	Field Trip Transportation	01-3010-0-1110-1000-5821-008-301	1,900.50
241725	SCANNING PENS INC	C-Pen Reader	01-9010-0-5760-1190-4320-090-350	336.13
241750	SCHOLASTIC INC	2nd Grade Scholastic Subscription	01-0801-0-1110-1000-4320-013-180	316.28
241659	SCHOOL NURSE SUPPLY INC	Warehouse Supply Restock	01-0000-0-0000-0000-9320-000	304.68
241780	SCHOOL SERVICES OF CALIFORNIA,	Consultation Services	01-0000-0-0000-7300-5899-090-717	51,900.00
241688	SCHOOL SPECIALTY LLC	Paint	01-0000-0-1110-1000-4320-010-070	359.16
241726	SCHOOL SPECIALTY LLC	Room Supplies for Therapy	01-9010-0-5760-1190-4320-090-350	97.73
241692	SEHI COMPUTER PRODUCTS INC	Toner	01-0000-0-0000-7340-4320-090-717	831.41
241687	SERVICE PRESS INC.	Report Card Envelopes	01-0000-0-1110-1000-5810-010-070	246.12
241693	SERVICE PRESS INC.	Business Services Envelopes	01-0000-0-0000-7350-5810-090-717	370.02
241614	SIEMENS/CERBERUS DIV	Fire Alarm System	01-0000-0-0000-8200-5899-090-760	42,539.25
241668	SKILLSUSA CALIFORNIA	Skills USA Membership 2023-24 ECHS CTE	01-3550-0-3800-1000-5300-090-333	1,980.00
241754	SOUL SHOPPE	Classroom Workshops	01-3010-0-1110-1000-5899-008-301	8,900.00
241583	SOUTH CITY LUMBER & SUPPLY	Construction Supplies	01-6387-0-3800-1000-4320-033-CIG	6,202.07
241583	SOUTH CITY LUMBER & SUPPLY	Construction Supplies	01-6387-0-3800-1000-4420-033-CIG	697.24
241583	SOUTH CITY LUMBER & SUPPLY	Construction Supplies	01-6388-0-3800-1000-4320-033-318	20,763.45
241583	SOUTH CITY LUMBER & SUPPLY	Construction Supplies	01-6388-0-3800-1000-4420-033-318	2,334.24
241704	SOUTHWEST BINDING & LAMINATING	Laminate	01-0000-0-1110-1000-4320-002-070	454.33
241740	SOUTHWEST BINDING & LAMINATING	Laminating Film	01-0000-0-1110-1000-4320-013-070	454.33
241763	SSFUSD - PTAC	2023-24 ELOP Partnership with DEDAP	01-2600-0-0000-8200-5899-090-358	75,900.00
241587	STAPLES ADVANTAGE	File Cabinet & Chair Mats	01-0000-0-0000-7340-4420-090-717	631.43
241670	TESOL TRAINERS	TESOL Training	01-6266-0-1110-1000-5210-090-341	700.00
241741	TOBII DYVANOX LLC	Boardmaker 7 Subscription	01-6500-0-5760-1190-5813-090-245	4,167.05
241673	UNITED COACH TOURS	Band Transportation	01-0000-0-0000-3900-5821-032-322	8,040.00
241769	UNITED COACH TOURS	Charter Bus_CTE Berkeley	01-6387-0-3800-1000-5821-033-CIG	1,597.00
241701	UNIVERSITY OF OREGON	2023 Dr. Nadeau Athletic Scholarship and Tenerowicz Scholarship	01-9214-0-1110-1000-5880-032-356	1,000.00
241702	VVR INTERNATIONAL	Biotech Supplies SSFHS	01-9010-0-1110-1000-4320-090-360	1,554.58
241652	WESTERN PSYCHOLOGICAL SERVICES	Protocol	01-6500-0-5760-1190-4320-090-245	192.17
241602	WORTHINGTON DIRECT	Desks & Chairs	01-3182-0-1110-1000-4320-031-387	2,182.03
241602	WORTHINGTON DIRECT	Desks & Chairs	01-3218-0-3200-1000-4320-031-439	7,227.78
TOTAL FUND 01				681,701.16
241733	AMAZON.COM	Solar Lights Outdoor	11-6391-0-4110-2490-4320-041-481	153.72
241596	OFFICE DEPOT INC	Office Supplies	11-6391-0-4110-2490-4320-041-481	361.55
241636	OFFICE DEPOT INC	Pencils	11-6391-0-4110-2490-4320-041-481	151.59
TOTAL FUND 11				666.86
241783	AMAZON.COM	Classroom Supplies	12-9010-0-8530-1000-4320-002-832	139.80
241605	BE STRONG FAMILIES NFP	Classrooms Material	12-6105-0-8535-1000-4320-045-835	135.36
241605	BE STRONG FAMILIES NFP	Classrooms Material	12-9010-0-8533-1000-4320-045-833	135.36
241714	KELLY SPICERS STORES	Office Paper	12-6105-0-8510-1000-4320-045-830	202.47

P.O.	Vendor	Description	Account	Amount
241714	KELLY SPICERS STORES	Office Paper	12-6105-0-8535-1000-4320-045-835	202.47
241714	KELLY SPICERS STORES	Office Paper	12-9010-0-8533-1000-4320-045-833	202.48
241717	OFFICE DEPOT INC	Classrooms Activities Supplies	12-6105-0-8535-1000-4320-045-835	54.59
241622	OFFICE DEPOT INC	Office Supplies	12-9010-0-8533-1000-4320-045-833	64.61
241717	OFFICE DEPOT INC	Classrooms Activities Supplies	12-9010-0-8533-1000-4320-045-833	54.56
241622	OFFICE DEPOT INC	Office Supplies	12-9302-0-8510-1000-4320-005-LIFT	64.60
241579	SEHI COMPUTER PRODUCTS INC	Office Printer	12-9010-0-8533-1000-4320-045-848	469.90
241586	SPRUCE SCHOOL PTA	Pumpkins	12-6105-0-8535-1000-4320-045-835	191.67
241586	SPRUCE SCHOOL PTA	Pumpkins	12-9010-0-8533-1000-4320-005-833	191.67
241586	SPRUCE SCHOOL PTA	Pumpkins	12-9010-0-8533-1000-4320-045-833	191.66
241703	STARVISTA	Early Childhood Mental Health Consultant Program	12-6105-0-8535-1000-5899-045-835	13,333.33
241703	STARVISTA	Early Childhood Mental Health Consultant Program	12-9010-0-8533-1000-5899-045-833	13,333.34
241703	STARVISTA	Early Childhood Mental Health Consultant Program	12-9302-0-8510-1000-5899-005-LIFT	13,333.33
TOTAL FUND 12				42,301.20
241666	AMAZON.COM	Veg and Use First Stickers for Kitchen	13-5310-0-0000-3700-4320-090-820	97.70
241597	GRAINGER (BRANCH 729)	Pallet Jack	13-5310-0-0000-3700-4320-090-820	0.00
241597	GRAINGER (BRANCH 729)	Pallet Jack	13-5310-0-0000-3700-4420-090-820	622.37
241707	ULINE	Wheels for Kitchen Carts	13-5310-0-0000-3700-4320-090-820	253.57
TOTAL FUND 13				973.64
241779	NINYO & MOORE GEOTECHNICAL AND	Testing & Inspection Services	14-0000-0-0000-8500-6285-008-945	10,826.00
241779	NINYO & MOORE GEOTECHNICAL AND	Testing & Inspection Services	14-0000-0-0000-8500-6285-013-945	19,846.00
241779	NINYO & MOORE GEOTECHNICAL AND	Testing & Inspection Services	14-0000-0-0000-8500-6285-022-945	6,672.00
TOTAL FUND 14				37,344.00
241580	AMAZON.COM	Office Supplies	21-9010-0-0000-8500-4320-090-902	406.44
241630	BLUEBEAM INC.	User Licenses	21-9010-0-0000-8500-5813-090-902	240.00
241677	CIS INC.	DSA Inspection for HVAC Package A	21-9010-0-0000-8500-6285-009-945	5,744.00
241677	CIS INC.	DSA Inspection for HVAC Package A	21-9010-0-0000-8500-6285-010-945	5,098.00
241677	CIS INC.	DSA Inspection for HVAC Package A	21-9010-0-0000-8500-6285-014-945	5,893.00
241677	CIS INC.	DSA Inspection for HVAC Package A	21-9010-0-0000-8500-6285-025-945	13,854.00
241677	CIS INC.	DSA Inspection for HVAC Package A	21-9010-0-0000-8500-6285-032-945	4,611.00
241678	E.F. BRETT AND COMPANY INC.	HVAC Projects Package A	21-9010-0-0000-8500-6270-009-945	527,085.00
241678	E.F. BRETT AND COMPANY INC.	HVAC Projects Package A	21-9010-0-0000-8500-6270-010-945	467,785.00
241678	E.F. BRETT AND COMPANY INC.	HVAC Projects Package A	21-9010-0-0000-8500-6270-014-945	540,785.00
241678	E.F. BRETT AND COMPANY INC.	HVAC Projects Package A	21-9010-0-0000-8500-6270-025-945	1,271,285.00
241678	E.F. BRETT AND COMPANY INC.	HVAC Projects Package A	21-9010-0-0000-8500-6270-032-945	423,060.00
241693	SERVICE PRESS INC.	Business Services Envelopes	21-9010-0-0000-8500-5810-098-902	75.79
TOTAL FUND 21				3,265,922.23
241774	SCHOOL FACILITY CONSULTANTS	Consultant Services	25-0000-0-0000-8100-5899-090-717	25,000.00
TOTAL FUND 25				25,000.00
241609	DSK LLP	Architectural Services	40-9010-0-0000-8500-6210-032-946	21,000.00
241654	DSK LLP	Architectural Services	40-9010-0-0000-8500-6210-032-946	17,000.00
TOTAL FUND 40				38,000.00

P.O.	Vendor	Description	Account	Amount
241701	UNIVERSITY OF OREGON	2023 Dr. Nadeau Athletic Scholarship and Tenerowicz Scholarship	73-0000-0-9000-3900-5880-032-717	900.00
TOTAL FUND 73				900.00
TOTAL # OF PURCHASE ORDERS:		210	TOTAL P.O. AMOUNT	4,092,809.09
PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	\$	681,701.16	
11	ADULT EDUCATION FUND	\$	666.86	
12	CHILD DEVELOPMENT FUND	\$	42,301.20	
13	FOOD SERVICE	\$	973.64	
14	DEFERRED MAINTENANCE	\$	37,344.00	
21	BOND	\$	3,265,922.23	
25	CAPITAL FACILITIES	\$	25,000.00	
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	\$	38,000.00	
73	FOUNDATION TRUST FUND	\$	900.00	
TOTAL PURCHASE ORDERS				\$ 4,092,809.09
CHANGE ORDERS:				
240612	AVID TRANSLATION	Translation Services	01-6500-0-5760-1190-5899-090-245	-100,000.00
241108	AVID TRANSLATION	OPEN PO for Interpreter	01-0801-0-0000-3900-5899-006-123	155.00
241503	BISLA	NPA - Bilsa	01-6500-0-5760-1190-5899-090-245	-400,000.00
241221	CITY OF SOUTH SAN FRANCISCO	Police Security Services 2023-2024	01-0000-0-1202-1000-5899-033-322	1,000.00
240659	HANNA INTERPRETING	Non Public Agency - Hanna Interpreting	01-6500-0-5760-1190-5899-090-245	-100,000.00
240899	MAXIM HEALTHCARE SERVICES INC.	Non-Public Agency Services (Maxim Healthcare)	01-6500-0-5760-1190-5899-090-245	-800,000.00
240356	NETWORK CRAZE TECHNOLOGIES INC	Cisco Certified Phones & Parts w/Warranty	01-0000-0-0000-2424-4320-090-735	1,500.00
240583	OCCUPATIONAL HEALTH CENTERS	TB and Hep B Vaccinations SY 2023-2024	01-0000-0-0000-7400-5899-090-715	5,000.00
240842	ROBERT HALF	Temp Agency Services for Fiscal Services	01-0000-0-0000-7350-5899-090-717	2,000.00
241343	SCOOT EDUCATION INC.	Scout Education Inc. Services for Substitute Staff SY 2023-2024	01-0000-0-0000-7400-5899-090-715	100,000.00
240789	SPECTRUM CENTER SCHOOLS	NPS Placement for Various Students (Spectrum)	01-6500-0-5760-1180-5880-090-230	-200,000.00
240144	UNITED COACH TOURS	Band Transportation	01-0000-0-0000-3900-5821-033-322	1,220.00
240936	UNITED COACH TOURS	Transportation	01-0000-0-1110-1000-5821-033-070	10,000.00
240427	WESTCO PARKING TECHNOLOGIES	Open P. O. for Parking Supplies	01-8150-0-0000-8110-4320-090-741	2,000.00
240275	P & R PAPER SUPPLY CO	Food Service Paper Products	13-5310-0-0000-3700-4340-090-820	10,000.00
240955	ENGIE SERVICES U.S. INC.	Solar Panels/MV Fees	40-9010-0-0000-8110-5899-090-985	1,933.00
240956	ENGIE SERVICES U.S. INC.	Solar Panels/OM Fees	40-9010-0-0000-8110-5899-090-985	2,001.00
TOTAL CHANGE ORDERS				-1,463,191.00

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: January 25, 2024
RE: Warrant Register, November 1 - November 30, 2023

BACKGROUND:

The attached report lists all the Warrants issued by the District from November 1 - November 30, 2023. For the period listed above the Warrants total \$6,864,128.71 across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of November 1 - November 30, 2023. 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
NOVEMBER 1 TO NOVEMBER 30, 2023

Vendor Name	Effective Date	Warrant #	Reference			Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
			#	Fu	Rs								
A+ LIVE SCAN SERVICES	11/16/2023	897434	PO240834	01	0000	0	0000	7400	5840	090	715	16394A	112.00
A+ LIVE SCAN SERVICES	11/16/2023	897434	PO240834	01	0000	0	0000	7400	5840	090	715	16633A	56.00
A+ LIVE SCAN SERVICES Total													168.00
AAA FIRE PROTECTION SERVICES	11/30/2023	900878	PO241022	01	8150	0	0000	8110	5899	033	741	12480830	12,847.50
AAA FIRE PROTECTION SERVICES Total													12,847.50
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5820	090	230	32482	833.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5820	090	230	32480	2,618.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5820	090	230	32481	2,261.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5820	090	230	32479	2,023.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5870	090	230	32482	1,188.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5870	090	230	32480	2,515.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5870	090	230	32481	2,463.50
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5870	090	230	32479	2,936.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5880	090	230	32482	4,246.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5880	090	230	32480	8,492.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5880	090	230	32481	7,334.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5880	090	230	32479	6,562.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5899	090	230	32482	110.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5899	090	230	32480	220.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5899	090	230	32481	190.00
ACHIEVE KIDS	11/30/2023	900864	PO240791	01	6500	0	5760	1180	5899	090	230	32479	170.00
ACHIEVE KIDS Total													44,161.50
ADROIT ADVANCED	11/16/2023	897453	PO240797	01	0000	0	5760	3600	5820	090	781	47870	1,314.00
ADROIT ADVANCED	11/16/2023	897453	PO240797	01	0000	0	5760	3600	5820	090	781	47831	118,995.85
ADROIT ADVANCED Total													120,309.85
ADVANCED INTEGRATED PEST MGMT	11/07/2023	895452	PO240388	01	0000	0	0000	8200	5807	090	760	156978 NOV23	2,342.00
ADVANCED INTEGRATED PEST MGMT Total													2,342.00
AG PARTS WORLDWIDE INC	11/16/2023	897435	PO240094	01	0000	0	0000	2424	4320	090	735	073412	1,975.00
AG PARTS WORLDWIDE INC Total													1,975.00
AIRGAS USA LLC	11/28/2023	900123	PO240396	01	8150	0	0000	8110	4320	090	741	9144025670	7.69
AIRGAS USA LLC Total													7.69
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO240161	01	0000	0	1110	1000	4320	032	070	806555-092823-0777	142.78
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO240161	01	0000	0	1110	1000	4320	032	070	667184-100323-0777	14.96
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO240161	01	0000	0	1110	1000	4320	032	070	668311-101123-0777	178.30
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO240161	01	0000	0	1110	1000	4320	032	070	439034-101723-0777	100.59
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO241454	01	0000	0	0000	2110	4322	090	762	726065-100423-0777	50.85
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO241454	01	0000	0	0000	2110	4322	090	762	806002-100423-0777	119.98
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO241454	01	0000	0	0000	2110	4322	090	762	808633-101023-0777	14.17
ALBERTSONS/SAFEWAY INC.	11/02/2023	894527	PO241454	01	0000	0	0000	2110	4322	090	762	728728-101023-0777	29.21
ALBERTSONS/SAFEWAY INC. Total													650.84

BOARD WARRANT REGISTER
 NOVEMBER 1 TO NOVEMBER 30, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
AMAZON CAPITAL SERVICES	11/02/2023	894558	PO241058	01	0000	0	1235	1000	4200	033	070	1P1J-LKGF-47CF	76.77
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO240976	01	0000	0	1110	1000	4200	033	070	1Y1M-HPXR-6K7C	10.93
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO240976	01	0000	0	1110	1000	4200	033	070	1HDV-GRG7-M9WL	141.09
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO240976	01	0000	0	1110	1000	4200	033	070	139H-GYG3-6KF9	193.40
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO241295	01	0000	0	1110	1000	4200	033	070	13TC-W7PK-QYRD	68.15
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241388	01	3010	0	1110	1000	4200	007	301	1JL3-LRHQ-KLN4	72.18
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241399	01	3010	0	1110	1000	4200	007	301	1WXH-4FR4-JNFK	42.89
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241391	01	3010	0	1110	1000	4200	007	301	1YRD-4MV4-JDHN	35.16
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241581	01	3182	0	1110	1000	4200	031	387	1KJF-9GCH-6CGD	192.22
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241634	01	3010	0	1110	1000	4200	090	301	1D41-TN96-7RD4	420.10
AMAZON CAPITAL SERVICES	11/02/2023	894558	PO241058	01	0000	0	1235	1000	4320	033	070	1P1J-LKGF-47CF	205.77
AMAZON CAPITAL SERVICES	11/02/2023	894558	PO241058	01	0000	0	1235	1000	4320	033	070	1LPV-M9J9-FLYL	13.58
AMAZON CAPITAL SERVICES	11/02/2023	894558	PO241061	01	0000	0	1235	1000	4320	033	070	167R-HW3H-6HKW	55.32
AMAZON CAPITAL SERVICES	11/02/2023	894528	PO241496	01	0000	0	1110	1000	4320	022	070	1DYQ-YRXW-4174	465.30
AMAZON CAPITAL SERVICES	11/07/2023	895426	CM240025	01	0000	0	1110	1000	4320	090	177	1CCQ-DF3Q-FRQY	(8.23)
AMAZON CAPITAL SERVICES	11/07/2023	895463	PO241257	01	3218	0	1110	1000	4320	021	439	19YT-MG63-QXXX	365.56
AMAZON CAPITAL SERVICES	11/07/2023	895463	PO241257	01	3218	0	1110	1000	4320	021	439	1K47-7WKY-4HRV	46.11
AMAZON CAPITAL SERVICES	11/07/2023	895463	PO241385	01	0801	0	1110	1000	4320	021	123	14FV-FHFF-J7K9	175.79
AMAZON CAPITAL SERVICES	11/07/2023	895463	PO241385	01	0801	0	1110	1000	4320	021	123	1KYQ-F1GC-6NL7	231.63
AMAZON CAPITAL SERVICES	11/07/2023	895426	PO241515	01	0000	0	0000	2424	4320	090	735	1Y3C-1XCH-446G	275.26
AMAZON CAPITAL SERVICES	11/07/2023	895426	PO241516	01	0000	0	0000	2110	4320	090	762	1YJQ-XMNL-6D4H	285.27
AMAZON CAPITAL SERVICES	11/07/2023	895463	PO241526	01	3218	0	1110	1000	4320	021	439	1CRW-F43G-4C3N	73.57
AMAZON CAPITAL SERVICES	11/07/2023	895426	PO241531	01	0000	0	1110	1000	4320	033	070	1NKN-CYLN-4R7C	47.51
AMAZON CAPITAL SERVICES	11/07/2023	895426	PO241535	01	0000	0	0000	2424	4320	090	735	16DY-HKDN-4XLM	99.68
AMAZON CAPITAL SERVICES	11/09/2023	896140	PO241497	01	0000	0	1110	1000	4320	022	070	19XL-FNHR-4J6N	340.59
AMAZON CAPITAL SERVICES	11/09/2023	896140	PO241501	01	3010	0	1110	1000	4320	008	301	1QKN-QGW6-6677	68.11
AMAZON CAPITAL SERVICES	11/09/2023	896140	PO241523	01	0000	0	0000	7400	4320	090	715	1G6C-YNFT-4LCW	192.53
AMAZON CAPITAL SERVICES	11/09/2023	896140	PO241540	01	0000	0	0000	7540	4320	090	761	1TYD-MT1Q-3P77	462.90
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241383	01	3010	0	1110	1000	4320	007	301	19LR-JNJQ-JT6T	282.23
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241388	01	3010	0	1110	1000	4320	007	301	1JL3-LRHQ-KLN4	302.16
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241389	01	3010	0	1110	1000	4320	007	301	1KY3-X9VC-J4DW	368.52
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241390	01	3010	0	1110	1000	4320	007	301	1FHX-W6V4-77XV	19.76
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241390	01	3010	0	1110	1000	4320	007	301	1WXH-4FR4-JNFK	370.70
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241391	01	3010	0	1110	1000	4320	007	301	1YRD-4MV4-JDHN	171.56
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO241437	01	0000	0	1201	1000	4320	033	070	1N3M-3MGW-6KG9	106.58
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241465	01	9219	0	1208	1000	4320	032	356	1FG1-TVLC-4G1L	540.14
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241465	01	9219	0	1208	1000	4320	032	356	1DN7-1GJK-7TYG	519.56
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241488	01	3214	0	1110	1000	4320	013	339	19JH-N91F-4JRJ	332.97
AMAZON CAPITAL SERVICES	11/14/2023	896812	PO241517	01	0000	0	1110	1000	4320	032	070	1473-9YJF-GRXL	55.88
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO241576	01	6387	0	3800	1000	4320	033	CIG	13DT-6GJX-7VG9	171.30

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AMAZON CAPITAL SERVICES	11/14/2023	896834	PO241618	01	0801	0	1110	1000	4320	033	180	1V64-KKMJ-4L6P	170.01
AMAZON CAPITAL SERVICES	11/14/2023	896834	PO241619	01	0801	0	1110	1000	4320	033	180	1GDK-9WAW-477L	173.25
AMAZON CAPITAL SERVICES	11/16/2023	897426	PO241424	01	0000	0	1110	1000	4320	033	070	1M4V-P6XC-JLL9	244.44
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241462	01	0000	0	1110	1000	4320	032	070	14T6-9J31-4JMG	106.64
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241546	01	0801	0	1110	1000	4320	012	180	1TP7-1JNK-4VVQ	21.92
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241546	01	0801	0	1110	1000	4320	012	180	1NPN-QWWW-6W6D	171.70
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241556	01	0000	0	0000	7350	4320	090	717	196V-J3G9-7391	692.02
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241556	01	0000	0	0000	7350	4320	090	717	1HRP-M6T7-4DQF	230.46
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241571	01	0000	0	1110	1000	4320	008	070	14WX-R1TL-94RJ	98.88
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241589	01	3214	0	1110	1000	4320	013	339	1WHK-YNVC-41WD	749.97
AMAZON CAPITAL SERVICES	11/16/2023	897436	PO241610	01	8150	0	0000	8110	4320	090	741	13VM-D9FW-4XRQ	65.82
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241621	01	0801	0	1110	1000	4320	012	180	1RTK-KGXP-44H4	301.06
AMAZON CAPITAL SERVICES	11/16/2023	897461	PO241627	01	7032	0	0000	3700	4320	090	820	1R46-XMYL-4YF9	251.20
AMAZON CAPITAL SERVICES	11/16/2023	897452	PO241628	01	0801	0	1110	1000	4320	012	180	1YWN-C7YW-4TTL	172.37
AMAZON CAPITAL SERVICES	11/16/2023	897436	PO241631	01	0000	0	1110	1000	4320	008	070	1YWN-C7YW-4RVK	61.02
AMAZON CAPITAL SERVICES	11/21/2023	898365	PO240911	01	0000	0	0000	8200	4320	025	759	1N9C-DL4F-MGFV	41.71
AMAZON CAPITAL SERVICES	11/21/2023	898365	PO240941	01	0801	0	1110	1000	4320	025	180	1GFX-KQ9X-F1TP	65.25
AMAZON CAPITAL SERVICES	11/21/2023	898365	PO240941	01	0801	0	1110	1000	4320	025	180	1PDD-1HTW-MJPK	334.22
AMAZON CAPITAL SERVICES	11/21/2023	898365	PO240941	01	0000	0	1110	1000	4320	025	322	1PDD-1HTW-MJPK	174.70
AMAZON CAPITAL SERVICES	11/21/2023	898353	PO241331	01	0801	0	1110	1000	4320	025	180	1TP7-1JNK-4XL9	160.71
AMAZON CAPITAL SERVICES	11/21/2023	898353	PO241331	01	0801	0	1110	1000	4320	025	180	1RF9-6YG7-JPLL	1,567.69
AMAZON CAPITAL SERVICES	11/21/2023	898353	PO241331	01	0801	0	1110	1000	4320	025	180	1FTW-RTK7-PXM6	(171.15)
AMAZON CAPITAL SERVICES	11/21/2023	898353	PO241331	01	0801	0	1110	1000	4320	025	180	1KY3-X9VC-HVYV	40.52
AMAZON CAPITAL SERVICES	11/21/2023	898328	PO241409	01	0801	0	1110	1000	4320	025	180	1GL1-KVR4-3TRM	300.52
AMAZON CAPITAL SERVICES	11/21/2023	898328	PO241500	01	0000	0	1110	1000	4320	002	070	17DM-WWVP-7WTT	172.90
AMAZON CAPITAL SERVICES	11/21/2023	898328	PO241500	01	0000	0	1110	1000	4320	002	070	1FYF-617H-9CXV	12.86
AMAZON CAPITAL SERVICES	11/21/2023	898365	PO241623	01	6500	0	5730	1190	4320	005	205	1M13-NC7K-46NH	193.97
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241205	01	9010	0	5760	1190	4320	090	350	1911-K39C-4H69	197.75
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241413	01	9010	0	5760	1190	4320	090	350	19TX-N6PY-KNH1	29.64
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241417	01	6500	0	5760	1190	4320	090	245	1H6J-F47N-6FC4	259.28
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241417	01	6500	0	5760	1190	4320	090	245	1NV4-JKDR-HHQ6	21.96
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241419	01	9010	0	5760	1190	4320	090	350	1PDW-VHVQ-6H9C	191.91
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241419	01	9010	0	5760	1190	4320	090	350	11WP-JX1P-JLC4	149.40
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241422	01	9010	0	5760	1190	4320	090	350	1TMP-3XLG-JR6X	258.26
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241432	01	6500	0	5760	1190	4320	090	245	1D7Y-T3TG-J9YP	1,246.67
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241432	01	6500	0	5760	1190	4320	090	245	1LMW-DMMM-6LWV	494.72
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241525	01	3218	0	1110	1000	4320	021	439	13DT-6GJX-7FXM	229.63
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241548	01	3218	0	1110	1000	4320	032	439	113R-GDR3-4DK3	3,843.50
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241548	01	3218	0	1110	1000	4320	032	439	13R1-FH9D-D9YW	(76.87)
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241548	01	3218	0	1110	1000	4320	032	439	143N-36Q6-CWGD	(76.87)

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AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241548	01	3218	0	1110	1000	4320	032	439	143N-36Q6-CWLX	(76.87)
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241548	01	3218	0	1110	1000	4320	032	439	1HHH-7XNQ-CYHT	(76.87)
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241585	01	0801	0	1110	1000	4320	021	180	17XM-TDR9-4HJ9	432.87
AMAZON CAPITAL SERVICES	11/28/2023	900135	PO241603	01	3214	0	1110	1000	4320	013	339	1HRP-M6T7-4Y33	765.58
AMAZON CAPITAL SERVICES	11/28/2023	900135	PO241604	01	3214	0	1110	1000	4320	013	339	1MWK-X7KG-4QRC	442.08
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241624	01	6500	0	5730	1190	4320	005	205	1THJ-6KKF-49XL	1,059.81
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241624	01	6500	0	5730	1190	4320	005	205	1RW9-WCRG-7RCQ	39.05
AMAZON CAPITAL SERVICES	11/28/2023	900143	PO241624	01	6500	0	5730	1190	4320	005	205	1TNN-GQYH-1NNL	(47.80)
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241626	01	0000	0	1110	1000	4320	021	322	1334-46YK-4MPX	317.35
AMAZON CAPITAL SERVICES	11/28/2023	900080	PO241629	01	6500	0	5760	1190	4320	090	245	1PY4-P3N1-946V	1,509.48
AMAZON CAPITAL SERVICES	11/28/2023	900135	PO241632	01	9010	0	1110	1000	4320	090	055	1HH4-J3V1-9P4R	117.56
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241633	01	9010	0	1110	1000	4320	090	DNA	1G91-HFVX-7TPX	263.30
AMAZON CAPITAL SERVICES	11/28/2023	900084	PO241643	01	0000	0	0000	2424	4320	090	735	17Y4-PC9M-79T1	58.40
AMAZON CAPITAL SERVICES	11/30/2023	900879	PO241632	01	9010	0	1110	1000	4320	090	055	1YWN-C7YW-67R7	1,122.30
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241637	01	0000	0	0000	2424	4320	090	735	1KJM-FPXG-HYHT	65.12
AMAZON CAPITAL SERVICES	11/30/2023	900925	PO241638	01	0000	0	1110	1000	4320	002	070	1N6D-Y9LY-KQJX	345.58
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241642	01	0000	0	0000	2424	4320	090	735	1THR-6W4P-KDM6	107.29
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241642	01	0000	0	0000	2424	4320	090	735	1H79-T9HG-93VV	96.64
AMAZON CAPITAL SERVICES	11/30/2023	900925	PO241660	01	0000	0	1110	1000	4320	032	070	1N6D-Y9LY-KVGY	54.91
AMAZON CAPITAL SERVICES	11/30/2023	900925	PO241660	01	0000	0	1236	1000	4320	032	070	1N6D-Y9LY-KVGY	242.91
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241662	01	7412	0	1110	1000	4320	033	362	1KRP-Q4FP-KFK1	391.50
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241665	01	0000	0	1110	1000	4320	090	762	1VWVW-7MCQ-L433	105.55
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241667	01	0000	0	0000	7350	4320	090	717	1J69-JM3Y-KMJ1	166.89
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241697	01	0000	0	1110	1000	4320	006	070	1W73-X7KC-JCVL	229.34
AMAZON CAPITAL SERVICES	11/30/2023	900908	PO241705	01	6387	0	3800	1000	4320	032	CIG	19CT-KRDK-K1Q6	72.51
AMAZON CAPITAL SERVICES	11/16/2023	897404	PO240912	01	9010	0	0000	2700	4322	025	356	1FPH-Q4C4-46Q1	63.64
AMAZON CAPITAL SERVICES Total													28,932.26
AMERICAN FIDELITY	11/21/2023	898373	PO240351	01	0000	0	0000	7350	5899	090	717	67317	1,420.30
AMERICAN FIDELITY Total													1,420.30
AMS.NET INC	11/21/2023	898343	PO241599	01	0000	0	0000	2424	5899	090	735	INVOICE-0072261	2,026.02
AMS.NET INC Total													2,026.02
ANDERSON-ROSSE, JENNIFER	11/16/2023	897405	PV240406	01	6266	0	1110	1000	5210	090	341	CASEAUG2023	537.80
ANDERSON-ROSSE, JENNIFER Total													537.80
ANDRE-BOUDIN BAKERIES INC.	11/28/2023	900160	PO240809	01	0000	0	0000	2700	4322	090	762	1552124	300.00
ANDRE-BOUDIN BAKERIES INC.	11/28/2023	900160	PO240809	01	0000	0	0000	2700	4322	090	762	1552125	283.99
ANDRE-BOUDIN BAKERIES INC.	11/28/2023	900160	PO240809	01	0000	0	0000	2700	4322	090	762	1552580	117.64
ANDRE-BOUDIN BAKERIES INC. Total													701.63
ANTUNA, ALICIA	11/16/2023	897406	PV240408	01	6500	0	5760	1190	5220	090	245	DEV1112023	0.98
ANTUNA, ALICIA Total													0.98
APPLE INC	11/09/2023	896135	PO241401	01	3010	0	1110	1000	4320	007	301	MA36357570	2,505.28

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		Warrant #	#												
APPLE INC	11/09/2023	896187	PO241404	01	0801	0	1110	1000	4420	025	180	MA36063208	2,893.83		
APPLE INC Total													5,399.11		
ARCILLA-GONZALEZ, JENNY	11/28/2023	900090	PV240439	01	3010	0	1110	1000	4320	007	301	2300000192	52.66		
ARCILLA-GONZALEZ, JENNY Total													52.66		
ARISE EDUCATIONAL CENTER	11/28/2023	900067	PO240790	01	6500	0	5760	1180	5820	090	230	915	2,920.00		
ARISE EDUCATIONAL CENTER	11/28/2023	900067	PO240790	01	6500	0	5760	1180	5870	090	230	915	4,618.27		
ARISE EDUCATIONAL CENTER	11/28/2023	900067	PO240790	01	6500	0	5760	1180	5880	090	230	915	4,728.20		
ARISE EDUCATIONAL CENTER	11/28/2023	900067	PO240790	01	6500	0	5760	1180	5899	090	230	915	169.40		
ARISE EDUCATIONAL CENTER Total													12,435.87		
ARMOUR PETROLEUM SERVICE &	11/09/2023	896148	PO240490	01	8150	0	0000	8110	5600	090	741	WO-25815	195.00		
ARMOUR PETROLEUM SERVICE & Total													195.00		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	234 341-0882 686 2NOV23	334.37		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-2596 271 5NOV23	334.37		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-0063 609 4NOV23	63.82		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-2495 285 6NOV23	1,070.53		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5989 547 5NOV23	1,003.11		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-0139 137 5NOV23	334.37		
AT&T	11/28/2023	900096	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5507 597 3NOV23	2,821.00		
AT&T Total													5,961.57		
AVALON ACADEMY, THE	11/30/2023	900865	PO240897	01	6500	0	5760	1180	5870	090	230	5770	9,197.25		
AVALON ACADEMY, THE	11/30/2023	900865	PO240897	01	6500	0	5760	1180	5870	090	230	5771	9,573.00		
AVALON ACADEMY, THE	11/30/2023	900865	PO240897	01	6500	0	5760	1180	5870	090	230	5772	6,543.00		
AVALON ACADEMY, THE	11/30/2023	900865	PO240897	01	6500	0	5760	1180	5880	090	230	5770	5,598.00		
AVALON ACADEMY, THE	11/30/2023	900865	PO240897	01	6500	0	5760	1180	5880	090	230	5771	5,598.00		
AVALON ACADEMY, THE	11/30/2023	900865	PO240897	01	6500	0	5760	1180	5880	090	230	5772	5,598.00		
AVALON ACADEMY, THE Total													42,107.25		
AVID TRANSLATION	11/02/2023	894539	PO240612	01	6500	0	5760	1190	5899	090	245	5452	42,015.00		
AVID TRANSLATION	11/16/2023	897437	PO240612	01	6500	0	5760	1190	5899	090	245	5460	1,093.65		
AVID TRANSLATION	11/16/2023	897437	PO240612	01	6500	0	5760	1190	5899	090	245	5456	1,100.00		
AVID TRANSLATION	11/16/2023	897437	PO240612	01	6500	0	5760	1190	5899	090	245	5459	2,782.63		
AVID TRANSLATION	11/16/2023	897462	PO241108	01	0801	0	0000	3900	5899	006	123	5475	240.00		
AVID TRANSLATION	11/16/2023	897416	PO241393	01	0801	0	1110	1000	5899	014	123	5476	330.00		
AVID TRANSLATION	11/21/2023	898331	PO240612	01	6500	0	5760	1190	5899	090	245	5479	946.22		
AVID TRANSLATION	11/28/2023	900165	PO240343	01	0801	0	4760	1000	5899	025	123	5477	165.00		
AVID TRANSLATION	11/30/2023	900866	PO240612	01	6500	0	5760	1190	5899	090	245	5482	9,142.73		
AVID TRANSLATION	11/30/2023	900866	PO240612	01	6500	0	5760	1190	5899	090	245	5480	1,463.02		
AVID TRANSLATION	11/30/2023	900866	PO240612	01	6500	0	5760	1190	5899	090	245	5478	49,410.00		
AVID TRANSLATION Total													108,688.25		
B & H PHOTO-VIDEO INC	11/02/2023	894560	PO241355	01	6387	0	3800	1000	4320	032	CIG	217672826	877.03		
B & H PHOTO-VIDEO INC	11/07/2023	895451	PO241020	01	6387	0	3800	1000	4320	032	CIG	216264238	2,177.92		

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B & H PHOTO-VIDEO INC	11/07/2023	895451	PO241020	01	6387	0	3800	1000	4320	032	CIG	216264238-1	43.32
B & H PHOTO-VIDEO INC	11/14/2023	896838	PO241564	01	6387	0	3800	1000	4320	032	CIG	217944534	2,856.53
B & H PHOTO-VIDEO INC	11/30/2023	900880	PO241140	01	6387	0	3800	1000	4320	033	CIG	217759080	5,453.89
B & H PHOTO-VIDEO INC	11/30/2023	900880	PO241140	01	6387	0	3800	1000	4320	033	CIG	218159500	61.76
B & H PHOTO-VIDEO INC	11/30/2023	900880	PO241140	01	6387	0	3800	1000	4320	033	CIG	218285219	132.14
B & H PHOTO-VIDEO INC	11/02/2023	894560	PO241495	01	6388	0	3800	1000	4420	033	318	217755064	1,034.78
B & H PHOTO-VIDEO INC	11/07/2023	895451	PO241020	01	6387	0	3800	1000	4420	032	CIG	216264238	4,887.24
B & H PHOTO-VIDEO INC	11/07/2023	895451	PO241020	01	6387	0	3800	1000	4420	032	CIG	216264238-1	97.23
B & H PHOTO-VIDEO INC	11/16/2023	897438	PO241600	01	6387	0	3800	1000	4420	032	CIG	218055755	1,505.07
B & H PHOTO-VIDEO INC	11/30/2023	900880	PO241140	01	6387	0	3800	1000	4420	033	CIG	217759080	3,067.50
B & H PHOTO-VIDEO INC	11/28/2023	900124	PO241138	01	6387	0	3800	1000	6410	032	CIG	217609633	5,614.58
B & H PHOTO-VIDEO INC Total													27,808.99
BALDWIN, RICHARD	11/28/2023	900099	PV240438	01	3218	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	22.80
BALDWIN, RICHARD Total													22.80
BE STRONG FAMILIES NFP	11/16/2023	897454	PO241319	01	0803	0	4760	2495	5899	090	411	230467	10,000.00
BE STRONG FAMILIES NFP	11/16/2023	897454	PO241319	01	0803	0	4760	2495	5899	090	411	230468	2,886.04
BE STRONG FAMILIES NFP Total													12,886.04
BEACON SCHOOL	11/14/2023	896829	PO241529	01	6500	0	5760	1180	5880	090	230	SVCS SEP23	1,505.00
BEACON SCHOOL	11/14/2023	896829	PO241529	01	6500	0	5760	1180	5899	090	230	SVCS SEP23	65.00
BEACON SCHOOL Total													1,570.00
BEGLAD LLC	11/08/2023	853675	PO232613	01	6266	0	1110	1000	4320	090	341		(1,000.00)
BEGLAD LLC	11/16/2023	897427	PV240403	01	6266	0	1110	1000	4320	090	341	3651-1	1,000.00
BEGLAD LLC	11/02/2023	894523	PO240239	01	6266	0	1110	1000	5813	090	341	3696	53,120.00
BEGLAD LLC Total													53,120.00
BELLWETHER MEDIA	11/28/2023	900161	PO241003	01	9010	0	1110	1000	4200	002	356	169701	1,139.79
BELLWETHER MEDIA Total													1,139.79
BISLA	11/02/2023	894540	PO241503	01	6500	0	5760	1190	5899	090	245	SVCS 0923	100,418.20
BISLA Total													100,418.20
BLICK ART MATERIALS	11/09/2023	896136	PO240146	01	0000	0	1110	1000	4320	032	070	1557511	473.94
BLICK ART MATERIALS	11/30/2023	900903	PO240146	01	0000	0	1110	1000	4320	032	070	1608244	1,051.83
BLICK ART MATERIALS	11/30/2023	900903	PO240146	01	0000	0	1110	1000	4320	032	070	1703167	231.37
BLICK ART MATERIALS Total													1,757.14
BLUE LINE TRANSFER	11/09/2023	896176	PO240408	01	0000	0	0000	8200	5540	090	760	0001378178	8,048.96
BLUE LINE TRANSFER Total													8,048.96
BOB JR'S TOWING INC	11/16/2023	897455	PO240443	01	8150	0	0000	8110	5600	090	741	40545	150.00
BOB JR'S TOWING INC	11/16/2023	897455	PO240443	01	8150	0	0000	8110	5600	090	741	40477	175.00
BOB JR'S TOWING INC Total													325.00
BODWIN, DIANE LITTLE	11/16/2023	897456	PO241172	01	0000	0	0000	2424	5801	090	762	SVCS OCT23	569.70
BODWIN, DIANE LITTLE Total													569.70
BOYD, AARON	11/09/2023	896138	PV240394	01	0000	0	1203	1000	4320	033	322	GGOLF-SEPOCT2023	619.70

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BOYD, AARON	11/28/2023		900091	PV240432	01	0000	0	1203	1000	4320	033	322	230000195	118.64		
BOYD, AARON	11/28/2023		900104	PV240446	01	0000	0	1203	1000	4320	033	322	230000206	106.56		
BOYD, AARON Total														844.90		
BRAINPOP LLC	11/07/2023		895421	PO240890	01	0801	0	1110	1000	5899	002	180	US440982	3,795.00		
BRAINPOP LLC Total														3,795.00		
BROADMOOR LANDSCAPE SUPPLY	11/28/2023		900069	PO240407	01	8150	0	0000	8110	4320	090	741	63969	230.74		
BROADMOOR LANDSCAPE SUPPLY Total														230.74		
BRONSTEIN MUSIC	11/28/2023		900125	PO240952	01	0000	0	1110	1000	4320	012	322	51385	41.24		
BRONSTEIN MUSIC	11/28/2023		900125	PO240952	01	0000	0	1110	1000	4320	012	322	50337	329.63		
BRONSTEIN MUSIC	11/28/2023		900162	PO240952	01	0000	0	1110	1000	4320	012	322	40480	8.79		
BRONSTEIN MUSIC	11/28/2023		900162	PO240952	01	0000	0	1110	1000	5600	012	322	40480	25.00		
BRONSTEIN MUSIC Total														404.66		
BSN SPORTS LLC	11/14/2023		896835	PO241446	01	0000	0	1202	1000	5810	033	322	923480273	1,522.96		
BSN SPORTS LLC	11/30/2023		900918	PO241445	01	0000	0	1202	1000	5810	033	322	923612971	288.76		
BSN SPORTS LLC	11/30/2023		900876	PO241676	01	0000	0	1202	1000	5810	033	322	923246241A	4,286.76		
BSN SPORTS LLC Total														6,078.48		
BUCKLEY, DEDE	11/02/2023		894548	PV240379	01	3410	0	5001	2700	5220	090	337	AUG23 MILEAGE	16.62		
BUCKLEY, DEDE	11/02/2023		894548	PV240379	01	6520	0	5001	2700	5220	090	352	AUG23 MILEAGE	1.85		
BUCKLEY, DEDE	11/02/2023		894548	PV240380	01	3410	0	5001	2700	5220	090	337	SEP23 MILEAGE	44.09		
BUCKLEY, DEDE	11/02/2023		894548	PV240380	01	6520	0	5001	2700	5220	090	352	SEP23 MILEAGE	4.90		
BUCKLEY, DEDE Total														67.46		
C & L SPORTING GOODS	11/07/2023		895439	PO241570	01	0000	0	1230	1000	4320	032	070	99999	26.37		
C & L SPORTING GOODS Total														26.37		
C.C. IMEX	11/21/2023		898332	PO240724	01	9010	0	1110	1000	4320	090	360	41605	3,025.28		
C.C. IMEX Total														3,025.28		
CALIFORNIA ASSOCIATION FOR	11/16/2023		897447	PO241541	01	6266	0	1110	1000	5300	090	341	M23586	145.00		
CALIFORNIA ASSOCIATION FOR Total														145.00		
CALIFORNIA DEPT OF EDUCATION	11/02/2023		894535	CL230369	01	0000	0	0000	0000	9510	000		FY22-23 Q4	1,314.04		
CALIFORNIA DEPT OF EDUCATION Total														1,314.04		
CALIFORNIA QUALITY	11/16/2023		897394	PO240577	01	8150	0	0000	8110	4320	090	741	0154590-IN	410.44		
CALIFORNIA QUALITY Total														410.44		
CALIFORNIA READING ASSOCIATION	11/16/2023		897448	PO241365	01	6266	0	1110	1000	5210	090	341	INVOICE #2 2557	345.00		
CALIFORNIA READING ASSOCIATION Total														345.00		
CALIFORNIA WATER SERVICE	11/07/2023		895467	PO240711	01	0000	0	0000	8200	5530	090	760	6907544444 OCT23	53,392.00		
CALIFORNIA WATER SERVICE Total														53,392.00		
CALPERS	11/21/2023		898355	PV240412	01	0000	0	0000	7600	3701	090	810	DEC23 1354490268	24,311.00		
CALPERS	11/21/2023		898337	PV240414	01	0000	0	0000	7600	3701	090	810	DEC23 PREMIUMS	566.50		
CALPERS	11/21/2023		898355	PV240412	01	0000	0	0000	7600	3702	090	810	DEC23 1354490268	35,919.25		
CALPERS	11/21/2023		898355	PV240412	01	0000	0	0000	7340	5899	090	717	DEC23 1354490268	2,831.70		
CALPERS Total														493.46		

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CALPERS	11/21/2023	898337	PV240414	01	0000	0	0000	7600	5899	090	810	DEC23 PREMIUMS	1.81
CALPERS	11/21/2023	898355	PV240412	01	0000	0	0000	0000	9564	000		DEC23 1354490268	884,907.37
CALPERS Total													949,031.09
CAL-STEAM	11/09/2023	896141	PO240410	01	8150	0	0000	8110	4320	090	741	4633641	58.23
CAL-STEAM	11/16/2023	897439	PO240410	01	8150	0	0000	8110	4320	090	741	4649298	59.12
CAL-STEAM	11/21/2023	898333	PO240410	01	8150	0	0000	8110	4320	090	741	4670068	30.48
CAL-STEAM	11/28/2023	900070	PO240410	01	8150	0	0000	8110	4320	090	741	4685558	1,687.29
CAL-STEAM	11/28/2023	900126	PO240410	01	8150	0	0000	8110	4320	090	741	4685558-2	237.33
CAL-STEAM	11/30/2023	900912	PO240410	01	8150	0	0000	8110	4320	090	741	4685558-1	188.45
CAL-STEAM Total													2,260.90
CAM EDUCATIONAL SERVICES LLC	11/09/2023	896149	PO241166	01	2600	0	0000	8200	5899	090	358	SSFU-0005	99,458.00
CAM EDUCATIONAL SERVICES LLC Total													99,458.00
CAROLINA BIOLOGICAL SUPPLY CO	11/21/2023	898344	PO241060	01	0000	0	1235	1000	4320	033	070	52290384 RI	55.66
CAROLINA BIOLOGICAL SUPPLY CO	11/30/2023	900926	PO241593	01	0000	0	1235	1000	4320	032	070	52365519 RI	1,837.30
CAROLINA BIOLOGICAL SUPPLY CO Total													1,892.96
CBF INC.	11/21/2023	898367	PO240217	01	0000	0	0000	2424	5600	090	735	46459	285.00
CBF INC.	11/21/2023	898367	PO240217	01	0000	0	0000	2424	5600	090	735	46458	4,334.00
CBF INC. Total													4,619.00
CDW GOVERNMENT INC	11/02/2023	894561	PO240216	01	0000	0	0000	2424	4320	090	735	MS72422	1,010.41
CDW GOVERNMENT INC	11/07/2023	895422	PO240216	01	0000	0	0000	2424	4320	090	735	MN81669	27.99
CDW GOVERNMENT INC	11/14/2023	896810	PO240216	01	0000	0	0000	2424	4320	090	735	MT24516	160.64
CDW GOVERNMENT INC	11/21/2023	898345	PO240216	01	0000	0	0000	2424	4320	090	735	MX12862	455.30
CDW GOVERNMENT INC	11/30/2023	900904	PO240216	01	0000	0	0000	2424	4320	090	735	ND15872	38.46
CDW GOVERNMENT INC	11/30/2023	900904	PO240216	01	0000	0	0000	2424	4320	090	735	NC30409	98.10
CDW GOVERNMENT INC	11/30/2023	900904	PO240216	01	0000	0	0000	2424	4320	090	735	ND22785	270.70
CDW GOVERNMENT INC	11/02/2023	894561	PO240606	01	0801	0	1110	1000	4420	025	180	LW84083	(917.68)
CDW GOVERNMENT INC	11/07/2023	895423	PO240606	01	0801	0	1110	1000	4420	025	180	LD78257	2,731.63
CDW GOVERNMENT INC Total													3,875.55
CENTER FOR THE COLLABORATIVE	11/02/2023	894541	PO241251	01	0801	0	1110	1000	4320	090	172	INV247873	736.72
CENTER FOR THE COLLABORATIVE Total													736.72
CERTIFIED LANGUAGES	11/28/2023	900068	PO241255	01	6500	0	5760	1190	5899	090	245	578210103123	840.00
CERTIFIED LANGUAGES	11/28/2023	900068	PO241255	01	6500	0	5760	1190	5899	090	245	817056103123	78.75
CERTIFIED LANGUAGES Total													918.75
CERVANTES, ELIN	11/28/2023	900119	PV240455	01	7412	0	1110	1000	4320	090	362	230000185	39.59
CERVANTES, ELIN Total													39.59
CHALLENGE SUCCESS	11/28/2023	900136	PO241685	01	0000	0	1110	1000	5210	090	762	2221	29.00
CHALLENGE SUCCESS Total													29.00
CHAN, VICTOR CHONG HO	11/21/2023	898370	PV240418	01	0000	0	0000	0000	9589	000		REISSUE P/R CHK 264170	990.97
CHAN, VICTOR CHONG HO Total													990.97
CHAVEZ GROUP	11/14/2023	896808	PO240082	01	0000	0	0000	7110	5899	090	713	825	387.50

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CHAVEZ GROUP Total													
CITY AUTO SUPPLY	11/02/2023	894524	PO240288	01	8150	0	0000	8110	4320	090	741	3-980867	387.50
CITY AUTO SUPPLY	11/02/2023	894524	PO240288	01	8150	0	0000	8110	4320	090	741	3-979096	12.21
CITY AUTO SUPPLY	11/09/2023	896169	PO240288	01	8150	0	0000	8110	4320	090	741	3-981628	226.78
CITY AUTO SUPPLY	11/09/2023	896169	PO240288	01	8150	0	0000	8110	4320	090	741	3-982289	5.01
CITY AUTO SUPPLY	11/09/2023	896169	PO240288	01	8150	0	0000	8110	4320	090	741	3-971495	348.61
CITY AUTO SUPPLY	11/16/2023	897395	PO240288	01	8150	0	0000	8110	4320	090	741	3-982852	(49.88)
CITY AUTO SUPPLY	11/16/2023	897395	PO240288	01	8150	0	0000	8110	4320	090	741	3-982852	183.57
CITY AUTO SUPPLY	11/16/2023	897395	PO240288	01	8150	0	0000	8110	4320	090	741	3-981842	162.97
CITY AUTO SUPPLY	11/16/2023	897395	PO240288	01	8150	0	0000	8110	4320	090	741	3-981513	69.33
CITY AUTO SUPPLY	11/16/2023	897449	PO240288	01	8150	0	0000	8110	4320	090	741	3-982940	29.96
CITY AUTO SUPPLY Total													988.56
CITY OF DALY CITY	11/21/2023	898334	PO240712	01	0000	0	0000	8200	5530	090	760	17314060-13 NOV23	2,272.64
CITY OF DALY CITY	11/30/2023	900877	PO240712	01	0000	0	0000	8200	5530	090	760	18113860-10 NOV23	3,063.37
CITY OF DALY CITY	11/30/2023	900922	PO241766	01	2600	0	0000	8200	5899	090	358	AYRP JS 23/24 - T1	16,800.00
CITY OF DALY CITY Total													22,136.01
CITY OF SAN BRUNO -	11/16/2023	897440	PO240713	01	0000	0	0000	8200	5530	090	760	630420 OCT23	844.99
CITY OF SAN BRUNO -	11/16/2023	897440	PO240713	01	0000	0	0000	8200	5530	090	760	630440 OCT23	85.27
CITY OF SAN BRUNO - Total													930.26
CITY OF SOUTH SAN FRANCISCO	11/28/2023	900097	PO241653	01	0000	0	0000	8200	5530	090	760	519641	121.00
CITY OF SOUTH SAN FRANCISCO	11/28/2023	900097	PO241653	01	0000	0	0000	8200	5530	090	760	519642	121.00
CITY OF SOUTH SAN FRANCISCO	11/28/2023	900097	PO241653	01	0000	0	0000	8200	5530	090	760	519645	121.00
CITY OF SOUTH SAN FRANCISCO	11/07/2023	895454	PO241221	01	0000	0	1202	1000	5899	033	322	519621	1,040.00
CITY OF SOUTH SAN FRANCISCO Total													1,403.00
CLAY PLANET	11/09/2023	896137	PO241350	01	0000	0	1207	1000	4320	032	070	227516	1,616.30
CLAY PLANET Total													1,616.30
CLEARLITE TROPHIES	11/28/2023	900130	PO241719	01	0000	0	0000	7110	5810	090	713	90693	146.70
CLEARLITE TROPHIES Total													146.70
CONCORD THEATRICALS CORP	11/28/2023	900148	PO241738	01	9219	0	1208	1000	5899	032	356	2049363	520.00
CONCORD THEATRICALS CORP Total													520.00
COURTS, ALEXANDRIA	11/28/2023	900131	PV240452	01	9010	0	5760	3150	5300	090	350	230000037	225.00
COURTS, ALEXANDRIA Total													225.00
COVACHA, JONATHAN	11/28/2023	900092	PV240433	01	9010	0	1110	1000	4320	008	430	230000189	214.90
COVACHA, JONATHAN	11/30/2023	900927	PV240469	01	9010	0	1110	1000	4320	008	430	230000236	283.50
COVACHA, JONATHAN	11/09/2023	896139	PV240389	01	0000	0	1110	1000	4322	008	070	CPR-OCT23	190.67
COVACHA, JONATHAN	11/09/2023	896139	PV240390	01	0000	0	1110	1000	4322	008	070	STAFF-AUG172023	143.67
COVACHA, JONATHAN	11/30/2023	900930	PV240475	01	9010	0	1110	1000	4322	008	430	230000221 NOV23	208.74
COVACHA, JONATHAN Total													1,041.48
CROWN CASTLE FIBER LLC	11/07/2023	895464	PO240702	01	0000	0	0000	2424	5899	090	735	1442853	6,602.41
CROWN CASTLE FIBER LLC	11/09/2023	896152	PO240703	01	0000	0	0000	2424	5899	090	735	1454935	9,804.00
CROWN CASTLE FIBER LLC Total													16,406.41

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DANNIS WOLIVER KELLEY	11/07/2023	895427	PO240086	01	0000	0	0000	7300	5889	090	717	296667	1,044.00
DANNIS WOLIVER KELLEY Total													1,044.00
DAYBREAK HEALTH INC.	11/07/2023	895411	PO241561	01	7435	0	1110	1000	5899	090	349	8DDA1F61-0029	137,280.00
DAYBREAK HEALTH INC. Total													137,280.00
DECKER EQUIPMENT	11/28/2023	900127	PO241505	01	0000	0	0000	8200	4320	021	759	554217A	1,602.56
DECKER EQUIPMENT	11/28/2023	900127	PO241505	01	0000	0	0000	8200	4420	021	759	554217B	2,374.56
DECKER EQUIPMENT Total													3,977.12
DELL MARKETING L.P.	11/28/2023	900128	PO241211	01	0000	0	0000	2424	4320	090	735	10712300373	49.42
DELL MARKETING L.P.	11/07/2023	895428	PO241513	01	8150	0	0000	8110	4420	090	741	10707725077	1,372.56
DELL MARKETING L.P.	11/14/2023	896836	PO241551	01	0000	0	1110	1000	4420	014	070	10709493360	1,469.49
DELL MARKETING L.P.	11/16/2023	897457	PO241582	01	0000	0	0000	2100	4420	090	762	10710009457	1,469.49
DELL MARKETING L.P.	11/28/2023	900062	PO241620	01	0000	0	0000	2100	4420	090	762	10710354514	1,469.49
DELL MARKETING L.P. Total													5,830.45
DELTA BLUE GRASS	11/28/2023	900098	PO240383	01	8150	0	0000	8110	4320	090	741	156768	2,248.87
DELTA BLUE GRASS Total													2,248.87
DEMCO INC.	11/09/2023	896170	PO241357	01	0000	0	1110	2421	4320	007	451	7378050	198.47
DEMCO INC.	11/09/2023	896188	PO241514	01	0000	0	1110	2421	4320	014	451	7391109	163.88
DEMCO INC. Total													362.35
DUNN-EDWARDS CORPORATION	11/02/2023	894529	PO240412	01	8150	0	0000	8110	4320	090	741	2020A00498	1,045.05
DUNN-EDWARDS CORPORATION	11/09/2023	896171	PO240412	01	8150	0	0000	8110	4320	090	741	2020A00702	2,453.60
DUNN-EDWARDS CORPORATION	11/16/2023	897441	PO240412	01	8150	0	0000	8110	4320	090	741	2020A00890	208.21
DUNN-EDWARDS CORPORATION	11/28/2023	900163	PO240412	01	8150	0	0000	8110	4320	090	741	2020A01106	503.15
DUNN-EDWARDS CORPORATION	11/30/2023	900920	PO240412	01	8150	0	0000	8110	4320	090	741	2020A01217	332.73
DUNN-EDWARDS CORPORATION Total													4,542.74
EDENRED COMMUTER BENEFIT	11/02/2023	894530	PO241559	01	0000	0	0000	7340	5899	090	717	364399	291.00
EDENRED COMMUTER BENEFIT	11/02/2023	894530	PO241559	01	0000	0	0000	7340	5920	090	717	364399	36.00
EDENRED COMMUTER BENEFIT	11/02/2023	894530	PO241559	01	0000	0	0000	0000	9322	000		364399	7,275.00
EDENRED COMMUTER BENEFIT Total													7,602.00
EDPUZZLE INC	11/02/2023	894542	PO241508	01	3218	0	1110	1000	5813	032	439	31400	5,310.00
EDPUZZLE INC Total													5,310.00
EDUCATOR SUMMIT LLC, THE	11/21/2023	898369	PO241616	01	3214	0	1110	1000	5210	013	339	130	130.00
EDUCATOR SUMMIT LLC, THE Total													130.00
EIDE BAILLY LLP	11/02/2023	894543	PO240072	01	0000	0	0000	7190	5887	090	717	EI01571823	22,000.00
EIDE BAILLY LLP Total													22,000.00
ENTONSENSE LLC	11/30/2023	900909	PO241773	01	0801	0	1110	1000	4320	025	180	740	52.50
ENTONSENSE LLC Total													52.50
ERGOTRON INC	11/07/2023	895424	PO241491	01	0000	0	0000	2424	4320	090	735	1875456	128.10
ERGOTRON INC Total													128.10
ESPIRITU, KATE	11/09/2023	896143	PV240386	01	3218	0	1110	1000	5210	032	439	TRAUMA TRN OCT23	22.07
ESPIRITU, KATE Total													22.07

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EVANGELISTA, ARCHIVIR	11/28/2023	900138	PV240421	01	6500	0	5760	2490	5820	090	245	OCT 23 MILEAGE	30.20
EVANGELISTA, ARCHIVIR	11/28/2023	900138	PV240422	01	6500	0	5760	2490	5820	090	245	OCT 23A MILEAGE	6.04
EVANGELISTA, ARCHIVIR	11/28/2023	900138	PV240451	01	6500	0	5760	2490	5820	090	245	OCT 23B MILEAGE	30.20
EVANGELISTA, ARCHIVIR Total													66.44
EVERDRIVEN TECHNOLOGIES LLC	11/09/2023	896153	PO240471	01	0000	0	5760	3600	5820	090	781	44684	34,080.49
EVERDRIVEN TECHNOLOGIES LLC	11/09/2023	896153	PO240471	01	0000	0	5760	3600	5820	090	781	1334-09/2023 FUEL	4,211.45
EVERDRIVEN TECHNOLOGIES LLC	11/09/2023	896153	PO240471	01	0000	0	5760	3600	5820	090	781	1334-08/2023	2,693.38
EVERDRIVEN TECHNOLOGIES LLC	11/16/2023	897458	PO240471	01	0000	0	5760	3600	5820	090	781	44915	33,790.30
EVERDRIVEN TECHNOLOGIES LLC	11/30/2023	900867	PO240471	01	0000	0	5760	3600	5820	090	781	45347	27,742.92
EVERDRIVEN TECHNOLOGIES LLC	11/30/2023	900867	PO240471	01	0000	0	5760	3600	5820	090	781	45592	27,169.49
EVERDRIVEN TECHNOLOGIES LLC Total													129,688.03
EVERY SPECIAL CHILD LLC	11/07/2023	895465	PO240901	01	6500	0	5760	1190	5899	090	245	INV#31-1-	8,217.50
EVERY SPECIAL CHILD LLC Total													8,217.50
EXPERIENCE JANITORIAL INC.	11/16/2023	897396	PO241412	01	0000	0	0000	8200	5899	006	760	9801	4,592.00
EXPERIENCE JANITORIAL INC. Total													4,592.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2799-2872	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2804-2877	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2802-2875	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2805-2878	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2806-2879	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2807-2880	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2801-2874	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2800-2873	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2788-2861	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2795-2868	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2794-2867	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2792-2865	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2791-2864	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2790-2863	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2797-2870	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2796-2869	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2789-2862	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2798-2871	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2782-2854	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2784-2856	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2786-2858	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2785-2857	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2783-2855	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2921-3019	135.00
FAGEN FRIEDMAN & FULFROST LLP	11/07/2023	895461	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2803-2876	135.00

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FAGEN FRIEDMAN & FULFROST LLP	11/09/2023	896150	PO241530	01	6500	0	5760	1190	5210	090	245	F3SES-102023-2793-2866	135.00
FAGEN FRIEDMAN & FULFROST LLP Total													3,510.00
FEDERAL EXPRESS	11/21/2023	898346	PV240416	01	9010	0	1110	1000	5920	090	360	8-314-08144	113.86
FEDERAL EXPRESS Total													113.86
FEDEX	11/30/2023	900913	PV240466	01	0000	0	0000	7300	4320	090	717	8-320-16707	62.23
FEDEX Total													62.23
FIRST ALARM	11/07/2023	895444	PO241563	01	8150	0	0000	8300	5806	090	741	762556	1,464.00
FIRST ALARM	11/07/2023	895444	PO241563	01	8150	0	0000	8300	5806	090	741	773364	1,464.00
FIRST ALARM	11/07/2023	895444	PO241563	01	8150	0	0000	8300	5806	090	741	779752	1,464.00
FIRST ALARM	11/16/2023	897397	PO241563	01	8150	0	0000	8300	5806	090	741	784775	1,464.00
FIRST ALARM Total													5,856.00
FLORES, JUANITA	11/28/2023	900063	PV240425	01	3010	0	1110	1000	4200	090	301	112-2183477-8714626	32.49
FLORES, JUANITA	11/28/2023	900120	PV240456	01	3010	0	1110	1000	4320	008	301	230000209	69.57
FLORES, JUANITA	11/07/2023	895456	PV240387	01	9010	0	1110	1000	4322	008	356	SEP23 P/T CONF.	153.61
FLORES, JUANITA	11/28/2023	900120	PV240456	01	0000	0	1110	1000	4322	008	070	230000209	151.08
FLORES, JUANITA Total													406.75
FLYERS ENERGY LLC	11/16/2023	897459	PO240385	01	8150	0	0000	8110	4320	090	741	23-940855	9,994.48
FLYERS ENERGY LLC	11/16/2023	897450	PO240385	01	8150	0	0000	8110	4320	090	741	23-928443	734.14
FLYERS ENERGY LLC Total													10,728.62
FREESTYLE PHOTO	11/16/2023	897428	PO241420	01	6387	0	3800	1000	4420	033	CIG	1690271	213.35
FREESTYLE PHOTO	11/16/2023	897428	PO241420	01	6387	0	3800	1000	4420	033	CIG	1688564	2,752.67
FREESTYLE PHOTO Total													2,966.02
FRISBIE, MATTHEW H	11/02/2023	894549	PV240381	01	3218	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	15.72
FRISBIE, MATTHEW H Total													15.72
FTF BEHAVIORAL CONSULTING INC.	11/30/2023	900868	PO241260	01	9010	0	5001	3900	5813	090	350	91B3E297-0001	200.00
FTF BEHAVIORAL CONSULTING INC. Total													200.00
FUSION LEARNING INC.	11/30/2023	900869	PO241066	01	0000	0	0000	7602	5880	090	726	0530528A	33,420.00
FUSION LEARNING INC. Total													33,420.00
GEARY PACIFIC CORPORATION	11/07/2023	895412	PO240548	01	8150	0	0000	8110	4320	090	741	5293933-1	7,168.52
GEARY PACIFIC CORPORATION Total													7,168.52
GNXCOR USA INC.	11/28/2023	900073	PO241176	01	0000	0	0000	8200	5899	090	760	6015468	190.00
GNXCOR USA INC. Total													190.00
GONZALEZ, LETICIA	11/28/2023	900093	PV240442	01	9010	0	1110	2495	4320	014	430	230000174	335.34
GONZALEZ, LETICIA	11/30/2023	900928	PV240470	01	5634	0	1110	1000	4320	090	359	230000203	200.00
GONZALEZ, LETICIA Total													535.34
GOPHER SPORTS	11/16/2023	897417	PO240833	01	0801	0	1110	1000	4320	025	180	IN321432	985.68
GOPHER SPORTS	11/16/2023	897417	PO240833	01	0000	0	1110	1000	4320	025	322	IN321432	360.39
GOPHER SPORTS	11/16/2023	897417	PO241402	01	0801	0	1110	1000	4320	025	180	IN323803	185.69
GOPHER SPORTS	11/28/2023	900139	PO241524	01	3218	0	1110	1000	4320	021	439	IN328235	2,517.21
GOPHER SPORTS	11/16/2023	897417	PO240833	01	0000	0	1110	1000	4420	025	322	IN321432	691.12

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GOPHER SPORTS	11/16/2023	897417	PO241402	01	0801	0	1110	1000	4420	025	180	IN323803	1,612.98
GOPHER SPORTS Total													6,353.07
GRAHAM, RONALD MICHAEL	11/02/2023	894545	PO241553	01	0000	0	1227	1000	4320	033	070	52457	187.14
GRAHAM, RONALD MICHAEL	11/14/2023	896839	PO240952	01	0000	0	1110	1000	4320	012	322	M48396	361.27
GRAHAM, RONALD MICHAEL	11/02/2023	894545	PO241553	01	0000	0	1227	1000	4420	033	070	52457	2,091.47
GRAHAM, RONALD MICHAEL	11/14/2023	896839	PO240952	01	0000	0	1110	1000	5600	012	322	M48396	2,100.00
GRAHAM, RONALD MICHAEL Total													4,739.88
GRAINGER	11/07/2023	895462	PO240405	01	8150	0	0000	8110	4320	090	741	7115271384	3,734.39
GRAINGER	11/14/2023	896811	PO240405	01	8150	0	0000	8110	4320	090	741	9882118145	205.90
GRAINGER	11/28/2023	900164	PO240405	01	8150	0	0000	8110	4320	090	741	9897165024	88.86
GRAINGER	11/02/2023	894546	PO241565	01	0000	0	0000	0000	9320	000		9888225498	678.12
GRAINGER Total													4,707.27
GREEN CAB PENINSULA	11/16/2023	897442	PO240798	01	0000	0	5760	3600	5820	090	781	2222	6,000.00
GREEN CAB PENINSULA Total													6,000.00
GREEN NINJA	11/16/2023	897429	PO241091	01	6300	0	1110	1000	4100	090	307	1193	18,715.55
GREEN NINJA Total													18,715.55
GRIFFIN, GERALD	11/28/2023	900105	PV240448	01	8150	0	0000	8110	4320	090	741	230000197	39.80
GRIFFIN, GERALD Total													39.80
HAHN, BARBARA	11/16/2023	897408	PV240404	01	3218	0	1110	1000	4320	021	439	BRACE1023	75.72
HAHN, BARBARA Total													75.72
HAHN, MIRANDA	11/07/2023	895430	PV240382	01	6387	0	3800	1000	4320	090	CIG	AUG23 CUBES	169.01
HAHN, MIRANDA	11/07/2023	895440	PV240391	01	3218	0	1110	1000	4320	021	439	CD-SPAIN-OCT2023	29.45
HAHN, MIRANDA Total													198.46
HAND2MIND	11/07/2023	895425	PO240208	01	3010	0	1110	1000	4320	007	301	INV000211620	18.66
HAND2MIND Total													18.66
HANSON, SANDRA	11/28/2023	900081	PO241658	01	6500	0	5760	1190	5899	090	245	WORKSHOP DUES AUG23	1,980.52
HANSON, SANDRA Total													1,980.52
HERFF JONES INC	11/02/2023	894562	PO241533	01	9206	0	1110	1000	4320	032	356	25345-000-2024	3,088.94
HERFF JONES INC Total													3,088.94
HERNANDEZ, NORMA	11/28/2023	900074	PV240424	01	6500	0	5760	2490	5820	090	245	OCT 23 MILEAGE	93.00
HERNANDEZ, NORMA Total													93.00
HILLYARD	11/02/2023	894547	PO240286	01	0000	0	0000	8200	4320	090	760	605290754	10,311.64
HILLYARD	11/02/2023	894525	PO240303	01	0000	0	0000	8200	4320	025	759	605221192	840.06
HILLYARD	11/02/2023	894525	PO240303	01	0000	0	0000	8200	4320	025	759	605227526	672.30
HILLYARD	11/02/2023	894525	PO240303	01	0000	0	0000	8200	4320	025	759	605249668	255.53
HILLYARD	11/02/2023	894525	PO240854	01	0000	0	0000	8200	4320	002	759	605286424	1,120.51
HILLYARD	11/09/2023	896172	PO240074	01	0000	0	0000	8200	4320	010	759	605235333	826.63
HILLYARD	11/09/2023	896172	PO240670	01	0000	0	0000	8200	4320	013	759	605235332	450.28
HILLYARD	11/28/2023	900129	PO240286	01	0000	0	0000	8200	4320	090	760	605313072	383.29
HILLYARD	11/30/2023	900906	PO240091	01	0000	0	0000	8200	4320	032	759	605265303	425.88

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HILLYARD	11/30/2023	900914	PO240303	01	0000	0	0000	8200	4320	025	759	605308919	1,864.21
HILLYARD Total													17,150.33
HITCHCOCK, ROSANNE	11/30/2023	900931	PV240476	01	0000	0	1110	1000	5220	090	762	OCT23 MILEAGE	69.89
HITCHCOCK, ROSANNE Total													69.89
HOUGHTON MIFFLIN HARCOURT	11/09/2023	896173	PO241037	01	4203	0	4760	1000	5813	090	330	955910845	3,250.00
HOUGHTON MIFFLIN HARCOURT Total													3,250.00
HUNTLEY, MELANIE	11/28/2023	900075	PV240423	01	6500	0	5760	2490	5820	090	230	OCT23 MILEAGE	93.72
HUNTLEY, MELANIE Total													93.72
IMPERIAL DADE WEST COAST	11/28/2023	900076	PO241578	01	0000	0	0000	0000	9320	000		14980516-1	431.81
IMPERIAL DADE WEST COAST Total													431.81
IXL LEARNING	11/07/2023	895466	PO241427	01	3218	0	1110	1000	5813	021	439	S483083	3,544.00
IXL LEARNING Total													3,544.00
J & R REGISTRATIONS	11/21/2023	898374	PO241588	01	6387	0	3800	1000	5210	090	CIG	REG. FEES JBROCKMEYER	425.00
J & R REGISTRATIONS	11/21/2023	898374	PO241588	01	6387	0	3800	1000	5210	090	CIG	REG. FEES MRINGSEIS	425.00
J & R REGISTRATIONS	11/21/2023	898374	PO241588	01	6387	0	3800	1000	5210	090	CIG	REG. FEES JROCKETT	425.00
J & R REGISTRATIONS	11/21/2023	898374	PO241588	01	6387	0	3800	1000	5210	090	CIG	REG. FEES BROBBINS	425.00
J & R REGISTRATIONS Total													1,700.00
JOHNSTONE SUPPLY	11/02/2023	894526	PO240417	01	8150	0	0000	8110	4320	090	741	110-S100947308.001	16.00
JOHNSTONE SUPPLY	11/09/2023	896179	PO240417	01	8150	0	0000	8110	4320	090	741	110-S100947298.002	240.71
JOHNSTONE SUPPLY Total													256.71
JUNIOR LIBRARY GUILD	11/09/2023	896151	PO241224	01	0000	0	1110	1000	4200	033	070	666639	1,732.21
JUNIOR LIBRARY GUILD Total													1,732.21
KBA DOCUMENT SOLUTIONS LLC	11/14/2023	896809	PO240835	01	0000	0	1110	1000	5600	090	722	55Y1411904	6,552.22
KBA DOCUMENT SOLUTIONS LLC	11/28/2023	900151	PO240853	01	0000	0	1110	1000	5600	090	722	55Y1415135	5,051.18
KBA DOCUMENT SOLUTIONS LLC Total													11,603.40
KELLER SUPPLY COMPANY	11/21/2023	898335	PO240453	01	8150	0	0000	8110	4320	090	741	S022324323.001	431.47
KELLER SUPPLY COMPANY Total													431.47
KELLY SPICERS FACILITIES	11/07/2023	895455	PO240463	01	8150	0	0000	8110	4320	090	741	70005560	1,309.16
KELLY SPICERS FACILITIES	11/07/2023	895455	PO240463	01	8150	0	0000	8110	4320	090	741	70005651	105.48
KELLY SPICERS FACILITIES Total													1,414.64
KELLY SPICERS INC.	11/28/2023	900082	PO241613	01	0000	0	0000	7550	4320	090	718	11470003	901.19
KELLY SPICERS INC. Total													901.19
KELLY SPICERS STORES	11/02/2023	894559	PO240305	01	0000	0	1110	1000	4320	025	070	11409531	999.86
KELLY SPICERS STORES	11/02/2023	894559	PO240305	01	0000	0	1110	1000	4320	025	070	11409533	499.93
KELLY SPICERS STORES	11/09/2023	896154	PO241019	01	3010	0	1110	1000	4320	007	301	11398815	2,257.93
KELLY SPICERS STORES	11/14/2023	896840	PO240007	01	3010	0	1110	1000	4320	022	301	11382114	94.16
KELLY SPICERS STORES	11/14/2023	896840	PO240953	01	0000	0	1110	1000	4320	002	070	11413323	999.86
KELLY SPICERS STORES	11/16/2023	897451	PO241367	01	0000	0	1110	1000	4320	010	070	11429203	81.29
KELLY SPICERS STORES	11/28/2023	900083	PO240007	01	3010	0	1110	1000	4320	022	301	11453789	608.16
KELLY SPICERS STORES Total													5,541.19

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KNOWBE4 INC.	11/16/2023	897460	PO241143	01	0000	0	0000	2424	5899	090	735	INV278541	20,891.99		
KNOWBE4 INC.	11/16/2023	897460	PO241143	01	0000	0	0000	2424	5899	090	735	INV278540	7,780.92		
KNOWBE4 INC. Total													28,672.91		
KUTA SOFTWARE LLC	11/07/2023	895429	PO240864	01	0000	0	1110	1000	5813	033	070	29221	1,016.00		
KUTA SOFTWARE LLC Total													1,016.00		
LATTASIMA, KEONAKONE	11/28/2023	900106	PV240445	01	3010	0	1110	1000	4320	008	301	230000191	41.79		
LATTASIMA, KEONAKONE Total													41.79		
LAWSON PRODUCTS INC	11/02/2023	894531	PO240403	01	8150	0	0000	8110	4320	090	741	9311012030	335.14		
LAWSON PRODUCTS INC	11/02/2023	894531	PO240403	01	8150	0	0000	8110	4320	090	741	9311012030-1	25.47		
LAWSON PRODUCTS INC Total													360.61		
LEADER SERVICES	11/14/2023	896813	PV240400	01	9010	0	5001	3900	5899	090	350	CDS 6480	624.82		
LEADER SERVICES Total													624.82		
LEGARZA SPORTS	11/21/2023	898360	PO240358	01	7435	0	1110	1000	5899	090	349	605	188,750.00		
LEGARZA SPORTS Total													188,750.00		
LEVEL DATA INC	11/30/2023	900915	PO240992	01	0000	0	0000	2424	5899	090	735	SO-8574	36,146.16		
LEVEL DATA INC Total													36,146.16		
LIEBERMAN, JULIA	11/28/2023	900112	PV240436	01	3010	0	1110	1000	4320	008	301	230000153	37.34		
LIEBERMAN, JULIA Total													37.34		
LOSNO, SONIA	11/28/2023	900064	PV240417	01	0000	0	1110	1000	5220	090	762	SMILE SEP2023	84.61		
LOSNO, SONIA Total													84.61		
LOUDAN, ROSELLE MARIE	11/09/2023	896144	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23_24_9	1,774.47		
LOUDAN, ROSELLE MARIE	11/21/2023	898375	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23_24_10	1,597.02		
LOUDAN, ROSELLE MARIE Total													3,371.49		
LOWE'S BUSINESS ACCOUNT/SYNCB	11/02/2023	894550	PO240393	01	8150	0	0000	8110	4320	090	741	821 3105 920566 1 OCT23	4,387.87		
LOWE'S BUSINESS ACCOUNT/SYNCB Total													4,387.87		
LUAULU, ELIZABETH	11/21/2023	898325	PV240407	01	0000	0	1110	1000	5220	090	762	MEETAUG-NOV2023	23.75		
LUAULU, ELIZABETH Total													23.75		
LUTRON SERVICES CO. INC.	11/09/2023	896155	PO241434	01	8150	0	0000	8110	5600	090	741	22511832	1,570.00		
LUTRON SERVICES CO. INC.	11/09/2023	896155	PO241434	01	8150	0	0000	8110	5600	090	741	22511833	640.00		
LUTRON SERVICES CO. INC.	11/09/2023	896155	PO241434	01	8150	0	0000	8110	5600	090	741	22511834	440.00		
LUTRON SERVICES CO. INC. Total													2,650.00		
MACK, AL	11/28/2023	900107	PV240449	01	0000	0	1110	1000	4320	033	070	230000216	111.64		
MACK, AL Total													111.64		
MAO, INGRID	11/21/2023	898326	PV240405	01	0000	0	1231	1000	4320	032	070	FILM1023	90.00		
MAO, INGRID Total													90.00		
MARINDA, RIZZA	11/28/2023	900132	PV240453	01	0000	0	0000	7350	5210	090	717	230000199	1,443.05		
MARINDA, RIZZA Total													1,443.05		
MARTINEZ, LEILAHNIE	11/16/2023	897409	PV240409	01	0000	0	0000	2700	5220	032	070	DEP-OCT23	16.90		
MARTINEZ, LEILAHNIE Total													16.90		
MAXIM HEALTHCARE STAFFING	11/09/2023	896158	PO240899	01	6500	0	5760	1190	5899	090	245	E11083270132	52,001.58		

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MAXIM HEALTHCARE STAFFING	11/09/2023	896158	PO240899	01	6500	0	5760	1190	5899	090	245	E11146300132	56,965.14
MAXIM HEALTHCARE STAFFING	11/16/2023	897421	PO240899	01	6500	0	5760	1190	5899	090	245	E11212960132	57,160.07
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E10797410132	30,594.71
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E10854170132	42,182.10
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E10962660132	34,539.69
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E10962000132	9,881.47
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E11264420132	1,284.30
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E11340090132	1,031.85
MAXIM HEALTHCARE STAFFING	11/28/2023	900140	PO240899	01	6500	0	5760	1190	5899	090	245	E11340130132	547.20
MAXIM HEALTHCARE STAFFING Total													286,188.11
MEDCO SUPPLY COMPANY	11/14/2023	896826	PO240644	01	0000	0	1110	1000	4320	032	070	IN96813708	37.83
MEDCO SUPPLY COMPANY	11/14/2023	896826	PO240644	01	0000	0	1110	1000	4320	032	070	IN96829896	58.45
MEDCO SUPPLY COMPANY	11/14/2023	896826	PO240644	01	0000	0	1110	1000	4320	032	070	IN96875790	25.66
MEDCO SUPPLY COMPANY	11/16/2023	897431	PO240644	01	0000	0	1110	1000	4320	032	070	IN96865274	35.16
MEDCO SUPPLY COMPANY Total													157.10
MENDEZ, NINA M.	11/28/2023	900121	PV240458	01	3218	0	1110	1000	4420	021	439	230000204	692.00
MENDEZ, NINA M.	11/28/2023	900065	PV240431	01	3218	0	1110	1000	5600	021	439	INFLATE103123	579.44
MENDEZ, NINA M. Total													1,271.44
METLIFE INSURANCE COMPANY	11/21/2023	898336	PV240413	01	0000	0	0000	7600	3701	090	810	DEC23 PREMIUMS	13.79
METLIFE INSURANCE COMPANY	11/21/2023	898336	PV240413	01	0000	0	0000	0000	9573	000		DEC23 PREMIUMS	4,178.93
METLIFE INSURANCE COMPANY	11/21/2023	898336	PV240413	01	0000	0	0000	0000	9573	000		DEC23 PREMIUMS	5,829.22
METLIFE INSURANCE COMPANY Total													10,021.94
MIDAMERICA BOOKS	11/21/2023	898338	PO241378	01	0000	0	1110	2421	4200	002	451	569257	582.98
MIDAMERICA BOOKS Total													582.98
MINGA SOLUTIONS INC	11/28/2023	900100	PO241669	01	3218	0	1110	1000	5813	032	439	INV-1036	5,625.00
MINGA SOLUTIONS INC Total													5,625.00
MORENO, DEANNA	11/07/2023	895441	PV240393	01	0801	0	1110	1000	4320	022	180	PT CONF-OCT2023	158.37
MORENO, DEANNA	11/07/2023	895441	PV240393	01	0801	0	1110	1000	4320	022	180	PT CONF-OCT2023	379.80
MORENO, DEANNA	11/07/2023	895441	PV240393	01	9010	0	1110	1000	4322	022	356	PT CONF-OCT2023	168.42
MORENO, DEANNA Total													706.59
MRC	11/09/2023	896162	PO240701	01	0000	0	0000	7550	5600	090	718	IN3792208	97.49
MRC	11/09/2023	896162	PO240701	01	0000	0	0000	7350	5600	090	717	IN3792208	147.06
MRC Total													244.55
MURRISH, LUCAS	11/14/2023	896831	PV240402	01	6500	0	5760	2490	5820	090	245	OCT23 MILEAGE	106.37
MURRISH, LUCAS Total													106.37
MUSIC FOR MINORS INC.	11/28/2023	900144	PO241241	01	3214	0	1110	1000	5899	013	339	23101215	6,633.90
MUSIC FOR MINORS INC. Total													6,633.90
NATIONAL BENEFIT SERVICES	11/21/2023	898356	PV240415	01	0000	0	0000	0000	9579	000		DEC23 CONTRIBUTION	800.00
NATIONAL BENEFIT SERVICES Total													800.00
NCS PEARSON INC.	11/28/2023	900086	PO241617	01	6500	0	5760	1190	5813	090	245	23736405	1,613.00

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NCS PEARSON INC. Total													
NETWORK CRAZE TECHNOLOGIES INC	11/21/2023	898376	PO240356	01	0000	0	0000	2424	4320	090	735	INV/2023/07762	1,613.00
NETWORK CRAZE TECHNOLOGIES INC	11/21/2023	898376	PO240356	01	0000	0	0000	2424	4320	090	735	INV/2023/07856	329.63
NETWORK CRAZE TECHNOLOGIES INC Total													69.16
NEW A&A TOP AND TRIM	11/28/2023	900114	PO241607	01	8150	0	0000	8110	5600	090	741	5042	398.79
NEW A&A TOP AND TRIM Total													450.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5870	090	230	INV072897	450.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5870	090	230	INV074600	12,369.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5870	090	230	INV076053	12,369.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5880	090	230	INV072897	11,970.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5880	090	230	INV074600	7,310.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5880	090	230	INV076053	7,310.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5899	090	230	INV072897	7,740.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5899	090	230	INV072897	2,449.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5899	090	230	INV074600	2,449.00
NEW HAVEN	11/09/2023	896159	PO241543	01	6500	0	5760	1180	5899	090	230	INV076053	2,370.00
NEW HAVEN Total													66,336.00
NEWEGG BUSINESS INC	11/21/2023	898347	PO241504	01	6387	0	3800	1000	4320	032	CIG	1304721407	1,428.27
NEWEGG BUSINESS INC Total													1,428.27
NG, TIMOTHY	11/30/2023	900891	PV240461	01	0000	0	0000	0000	8699	000	000	REISSUE CK# 242861	63.20
NG, TIMOTHY Total													63.20
NITURAL, RUSSEL D.	11/30/2023	900892	PV240462	01	0000	0	0000	0000	8699	000	000	REISSUE CK# 242862	270.53
NITURAL, RUSSEL D. Total													270.53
OCCUPATIONAL HEALTH CENTERS	11/14/2023	896814	PO240583	01	0000	0	0000	7400	5899	090	715	80669290	192.00
OCCUPATIONAL HEALTH CENTERS	11/14/2023	896814	PO240583	01	0000	0	0000	7400	5899	090	715	80823363	63.00
OCCUPATIONAL HEALTH CENTERS	11/14/2023	896814	PO240583	01	0000	0	0000	7400	5899	090	715	80894788	63.00
OCCUPATIONAL HEALTH CENTERS	11/21/2023	898339	PO240583	01	0000	0	0000	7400	5899	090	715	80217710	3,213.00
OCCUPATIONAL HEALTH CENTERS	11/30/2023	900886	PO240583	01	0000	0	0000	7400	5899	090	715	81118802	63.00
OCCUPATIONAL HEALTH CENTERS Total													3,594.00
ODP BUSINESS SOLUTIONS LLC	11/02/2023	894544	PO241323	01	3010	0	1110	1000	4320	022	301	331254796001	417.42
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241056	01	0000	0	1235	1000	4320	033	070	329332096002	18.44
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241056	01	0000	0	1235	1000	4320	033	070	329332403001	355.12
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241056	01	0000	0	1235	1000	4320	033	070	329332096001	542.29
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241056	01	0000	0	1235	1000	4320	033	070	326615154001	69.17
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241264	01	3410	0	5001	3900	4320	090	337	332592193001	13.17
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241264	01	3410	0	5001	3900	4320	090	337	332592192001	351.66
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241264	01	3410	0	5001	3900	4320	090	337	332592184001	19.77
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241264	01	3410	0	5001	3900	4320	090	337	332578332001	148.28
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241264	01	3410	0	5001	3900	4320	090	337	332592190001	32.28
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241396	01	3010	0	1110	1000	4320	007	301	335462284001	260.82
ODP BUSINESS SOLUTIONS LLC	11/14/2023	896818	PO241396	01	3010	0	1110	1000	4320	007	301	335461386001	91.68

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ODP BUSINESS SOLUTIONS LLC	11/16/2023	897444	PO241339	01	0000	0	0000	2100	4320	090	762	334146374001	(26.92)
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897444	PO241502	01	0801	0	1110	1000	4320	025	180	340227204001	(4.77)
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO240215	01	0000	0	0000	2424	4320	090	735	338296952001	76.21
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO240215	01	0000	0	0000	2424	4320	090	735	338271312001	71.96
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241452	01	0000	0	1110	1000	4320	090	715	336662339001	204.23
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241502	01	0801	0	1110	1000	4320	025	180	338045878001	732.16
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241502	01	0801	0	1110	1000	4320	025	180	337034528001	302.64
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241502	01	0801	0	1110	1000	4320	025	180	338046353001	33.38
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241532	01	0000	0	1110	1000	4320	032	070	339036379001	370.59
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241532	01	0000	0	1110	1000	4320	032	070	339043676001	14.49
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241534	01	0000	0	1110	1000	4320	014	070	339799122001	69.31
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241542	01	0801	0	1110	1000	4320	012	180	338838000001	53.73
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241542	01	0801	0	1110	1000	4320	012	180	338366558001	281.39
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241542	01	0801	0	1110	1000	4320	012	180	338310733001	690.98
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241542	01	0801	0	1110	1000	4320	012	180	334480666001	122.26
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241460	01	6500	0	5730	1190	4320	005	205	334480666001	26.07
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241460	01	6500	0	5730	1190	4320	005	205	334480666001	29.73
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241460	01	6500	0	5730	1190	4320	005	205	334479776001	119.92
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241506	01	3218	0	1110	1000	4320	021	439	336594819001	24.38
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241506	01	3218	0	1110	1000	4320	021	439	336594448001	89.92
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241506	01	3218	0	1110	1000	4320	021	439	336594448001	38.43
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241512	01	0000	0	1110	1000	4320	013	070	337352972001	59.63
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241512	01	0000	0	1110	1000	4320	013	070	337352971001	18.17
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241512	01	0000	0	1110	1000	4320	013	070	337351061001	2.19
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241522	01	6500	0	5760	1190	4320	090	245	338875161001	68.53
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241522	01	6500	0	5760	1190	4320	090	245	338875160001	241.71
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241522	01	6500	0	5760	1190	4320	090	245	338874254001	972.16
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241641	01	0000	0	1110	1000	4320	010	070	341017442001	81.29
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241641	01	0000	0	1110	1000	4320	010	070	341023754001	98.94
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241452	01	0000	0	0000	7400	4322	090	715	336662339001	7,172.81
ODP BUSINESS SOLUTIONS LLC Total													400.00
OMEGA LABS INC	11/28/2023	900087	PO241351	01	9010	0	5001	3900	5813	090	350	230822-30966	400.00
OMEGA LABS INC Total													400.00
OREJEL, ARIANA	11/30/2023	900893	PV240463	01	0000	0	0000	0000	8699	000	000	REISSUE CK#242920	158.00
OREJEL, ARIANA Total													158.00
OTIS ELEVATOR COMPANY	11/02/2023	894551	PO240709	01	8150	0	0000	8110	5600	090	741	100401337994	1,871.11
OTIS ELEVATOR COMPANY Total													1,871.11
OUTDOOR SUPPLY HARDWARE	11/02/2023	894532	PO240557	01	8150	0	0000	8110	4320	090	741	1652033636	142.64
OUTDOOR SUPPLY HARDWARE	11/30/2023	900896	PO240557	01	8150	0	0000	8110	4320	090	741	1652613617	89.63
OUTDOOR SUPPLY HARDWARE Total													232.27
P G & E	11/02/2023	894552	PO240581	01	0000	0	0000	8200	5510	090	760	7314282172-4 OCT23	43,081.09

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P G & E Total																
PENINSULA BATTERY INC	11/02/2023	894533	PO240549	01	8150	0	0000	8110	4320	090	741	141072			43,081.09	
PENINSULA BATTERY INC Total															155.77	
PHONAK LLC	11/14/2023	896815	PO241256	01	6500	0	5760	1190	4420	090	215	5139685252			155.77	
PHONAK LLC	11/14/2023	896815	PO241256	01	6500	0	5760	1190	4420	090	215	5139685252-1			2,961.73	
PHONAK LLC Total															20.99	
PIANO TUNING PLUS	11/07/2023	895457	PO241161	01	0000	0	1110	1000	5600	012	070	NOV23 SVC.			2,982.72	
PIANO TUNING PLUS Total															470.00	
PINEDA, DANIELLE	11/30/2023	900894	PV240464	01	0000	0	0000	0000	8699	000	000	REISSUE CK# 242863			470.00	
PINEDA, DANIELLE	11/30/2023	900894	PV240465	01	0000	0	0000	0000	8699	000	000	REISSUE CK# 239266			154.05	
PINEDA, DANIELLE Total															31.60	
POSITIVE COACHING ALLIANCE	11/07/2023	895468	PO241601	01	0000	0	1202	1000	5899	033	322	LOA-19694			185.65	
POSITIVE COACHING ALLIANCE Total															1,500.00	
PRASAD, SEEMAA	11/28/2023	900113	PV240440	01	3182	0	1110	1000	4320	031	387	230000167			1,500.00	
PRASAD, SEEMAA Total															176.55	
PROCARE THERAPY	11/09/2023	896160	PO240796	01	6500	0	5760	1190	5899	090	245	207553369			176.55	
PROCARE THERAPY	11/09/2023	896160	PO240796	01	6500	0	5760	1190	5899	090	245	20788240			2,800.00	
PROCARE THERAPY	11/09/2023	896160	PO240796	01	6500	0	5760	1190	5899	090	245	20788258			2,732.00	
PROCARE THERAPY	11/16/2023	897422	PO240796	01	6500	0	5760	1190	5899	090	245	20794324			2,725.60	
PROCARE THERAPY	11/16/2023	897422	PO240796	01	6500	0	5760	1190	5899	090	245	20798817			2,732.00	
PROCARE THERAPY	11/28/2023	900077	PO240796	01	6500	0	5760	1190	5899	090	245	20806733			2,625.60	
PROCARE THERAPY Total															2,185.60	
QUON, ARNOLD	11/07/2023	895446	PO241594	01	0000	0	1228	1000	5600	032	070	OCT23 SVC ECHS			15,800.80	
QUON, ARNOLD Total															836.00	
R & H WHOLESAL SUPPLY INC	11/07/2023	895434	PO240437	01	8150	0	0000	8110	4320	090	741	598874-00			836.00	
R & H WHOLESAL SUPPLY INC	11/07/2023	895434	PO240437	01	8150	0	0000	8110	4320	090	741	597405-00			263.38	
R & H WHOLESAL SUPPLY INC	11/07/2023	895434	PO240437	01	8150	0	0000	8110	4320	090	741	599023-00			1,576.72	
R & H WHOLESAL SUPPLY INC	11/07/2023	895434	PO240437	01	8150	0	0000	8110	4320	090	741	599258-00			10.06	
R & H WHOLESAL SUPPLY INC	11/07/2023	895469	PO240437	01	8150	0	0000	8110	4320	090	741	596771-00			40.74	
R & H WHOLESAL SUPPLY INC	11/28/2023	900101	PO240437	01	8150	0	0000	8110	4320	090	741	597466-00			126.02	
R & H WHOLESAL SUPPLY INC	11/28/2023	900101	PO240437	01	8150	0	0000	8110	4320	090	741	599024-00			1,088.52	
R & H WHOLESAL SUPPLY INC	11/28/2023	900101	PO240437	01	8150	0	0000	8110	4320	090	741	600044-00			165.89	
R & H WHOLESAL SUPPLY INC	11/28/2023	900101	PO240437	01	8150	0	0000	8110	4320	090	741	600223-00			1,311.04	
R & H WHOLESAL SUPPLY INC	11/28/2023	900145	PO240437	01	8150	0	0000	8110	4320	090	741	596461-00			353.25	
R & H WHOLESAL SUPPLY INC	11/30/2023	900897	PO240437	01	8150	0	0000	8110	4320	090	741	600747-00			50.41	
R & H WHOLESAL SUPPLY INC Total															274.07	
READY REFRESH	11/21/2023	898311	PO240136	01	9010	0	1110	1000	4322	033	356	23K3707625400			5,260.10	
READY REFRESH	11/28/2023	900155	PO240155	01	0000	0	1110	1000	4322	032	070	13K0029550423			192.88	
READY REFRESH Total															341.90	
REED CHARITABLE	11/28/2023	900115	PO241159	01	6266	0	1110	1000	5210	090	341	104			534.78	
REED CHARITABLE Total															8,300.00	

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	Date		#	#												
REED CHARITABLE	11/28/2023		900115	PO241309	01	6266	0	1110	1000	5210	090	341	103		830.00	
REED CHARITABLE Total															9,130.00	
REFRIGERATION SUPPLIES	11/21/2023		898348	PO240416	01	8150	0	0000	8110	4320	090	741	39359232-00		44.56	
REFRIGERATION SUPPLIES Total															44.56	
RESOURCE SOLUTIONS OF SF GROUP	11/07/2023		895470	PO240456	01	8150	0	0000	8110	4320	090	741	28522		966.08	
RESOURCE SOLUTIONS OF SF GROUP Total															966.08	
RICHARDSON, GUILLERMINA	11/30/2023		900871	PV240454	01	0000	0	0000	0000	9589	000		REISSUE CK# 786580		494.65	
RICHARDSON, GUILLERMINA Total															494.65	
RIGHT AT SCHOOL LLC	11/28/2023		900088	PO241236	01	2600	0	0000	8200	5899	090	358	SSF-1023		111,000.01	
RIGHT AT SCHOOL LLC Total															111,000.01	
RJP ENTERPRISES	11/09/2023		896156	PO241606	01	8150	0	0000	8110	5600	032	741	23065		245.00	
RJP ENTERPRISES Total															245.00	
RO HEALTH	11/07/2023		895472	PO240900	01	6500	0	5760	1190	5899	090	245	142572		2,275.00	
RO HEALTH	11/07/2023		895472	PO240900	01	6500	0	5760	1190	5899	090	245	150483		3,045.00	
RO HEALTH	11/14/2023		896832	PO240900	01	6500	0	5760	1190	5899	090	245	147068		1,734.20	
RO HEALTH	11/14/2023		896832	PO240900	01	6500	0	5760	1190	5899	090	245	151008		2,135.25	
RO HEALTH	11/21/2023		898312	PO240900	01	6500	0	5760	1190	5899	090	245	151558		2,107.95	
RO HEALTH Total															11,297.40	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62467092		3,543.80	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62472296		3,668.68	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62528275		3,632.52	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62559175		1,494.67	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62564026		3,778.13	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62594645		3,195.22	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62645805		3,946.89	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62655828		3,150.37	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62711505		3,463.77	
ROBERT HALF	11/07/2023		895413	PO240943	01	0000	0	0000	2424	5899	090	735	62741984		2,981.62	
ROBERT HALF	11/07/2023		895447	PO240943	01	0000	0	0000	2424	5899	090	735	62759364		3,473.41	
ROBERT HALF	11/16/2023		897400	PO240943	01	0000	0	0000	2424	5899	090	735	62798928		3,664.34	
ROBERT HALF	11/21/2023		898349	PO240545	01	0000	0	0000	7400	5899	090	715	62556275		1,326.90	
ROBERT HALF	11/21/2023		898349	PO240545	01	0000	0	0000	7400	5899	090	715	62610104		1,658.63	
ROBERT HALF	11/21/2023		898349	PO240545	01	0000	0	0000	7400	5899	090	715	62641550		1,658.63	
ROBERT HALF	11/21/2023		898349	PO240545	01	0000	0	0000	7400	5899	090	715	62703382		1,658.63	
ROBERT HALF	11/21/2023		898340	PO240842	01	0000	0	0000	7350	5899	090	717	62496849		1,714.05	
ROBERT HALF	11/21/2023		898340	PO240842	01	0000	0	0000	7350	5899	090	717	62526858		1,350.00	
ROBERT HALF	11/21/2023		898349	PO240943	01	0000	0	0000	2424	5899	090	735	62830394		2,748.26	
ROBERT HALF	11/28/2023		900156	PO240842	01	0000	0	0000	7350	5899	090	717	62588855		1,605.60	
ROBERT HALF	11/28/2023		900156	PO240842	01	0000	0	0000	7350	5899	090	717	62680578		1,680.30	
ROBERT HALF Total															55,394.42	

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ROBINSON, THOMAS	11/28/2023	900094	PV240443	01	6387	0	3800	1000	4320	033	CIG	230000196	239.88
ROBINSON, THOMAS Total													239.88
RON TURLEY ASSOCIATES INC.	11/09/2023	896180	PO240727	01	8150	0	0000	8110	5813	090	741	66016	4,453.00
RON TURLEY ASSOCIATES INC. Total													4,453.00
ROYAL PIN DONUTS	11/28/2023	900116	PO240075	01	0000	0	1110	1000	4322	090	762	676987	940.45
ROYAL PIN DONUTS Total													940.45
SAMPAYAN, TERESA	11/30/2023	900929	PV240472	01	0000	0	1110	1000	4322	006	070	AUG23 STAFF MTG	392.64
SAMPAYAN, TERESA	11/30/2023	900932	PV240478	01	0000	0	1110	1000	4322	006	070	OCT COFFEE W/PRINCIPLE	69.97
SAMPAYAN, TERESA Total													462.61
SAN MATEO COUNTY	11/21/2023	898313	PO241011	01	3327	0	5760	3120	5870	090	245	SSFUSD0723	7,805.00
SAN MATEO COUNTY Total													7,805.00
SAN MATEO COUNTY OFFICE OF EDU	11/09/2023	896164	PO241562	01	6266	0	1110	1000	5210	090	341	18917	1,759.33
SAN MATEO COUNTY OFFICE OF EDU Total													1,759.33
SAN MATEO COUNTY SCHOOLS	11/16/2023	897432	PV240401	01	0000	0	0000	7602	5888	090	726	CLAIM #2023-01538	484.54
SAN MATEO COUNTY SCHOOLS Total													484.54
SAN MATEO LAWN MOWER SHOP	11/09/2023	896165	PO240400	01	8150	0	0000	8110	4320	090	741	235159	181.70
SAN MATEO LAWN MOWER SHOP	11/21/2023	898319	PO240400	01	8150	0	0000	8110	4320	090	741	235249	722.85
SAN MATEO LAWN MOWER SHOP	11/09/2023	896181	PO240285	01	8150	0	0000	8110	4420	090	741	235160	4,163.56
SAN MATEO LAWN MOWER SHOP Total													5,068.11
SCANTRON CORPORATION	11/14/2023	896816	PO241356	01	0000	0	1110	1000	4320	033	070	59183	494.62
SCANTRON CORPORATION Total													494.62
SCHOLASTIC INC	11/16/2023	897410	PO241547	01	0801	0	1110	1000	4200	002	123	54210025	193.44
SCHOLASTIC INC	11/14/2023	896827	PO240205	01	3010	0	1110	1000	4320	007	301	M7392328 6	143.75
SCHOLASTIC INC	11/14/2023	896827	PO240205	01	3010	0	1110	1000	4320	007	301	M7392328 6-1	14.38
SCHOLASTIC INC Total													351.57
SCHOOL HOUSE GROCERY	11/07/2023	895432	PO241405	01	9010	0	1110	1000	4322	022	356	9898 DUP	573.99
SCHOOL HOUSE GROCERY Total													573.99
SCHOOL MATE	11/02/2023	894553	PO241567	01	3214	0	1110	1000	4320	013	339	IN000602973	877.50
SCHOOL MATE Total													877.50
SCHOOL NURSE SUPPLY INC	11/07/2023	895435	PO241499	01	0000	0	0000	0000	9320	000		0976023-IN	1,799.20
SCHOOL NURSE SUPPLY INC Total													1,799.20
SCHOOL OUTFITTERS	11/07/2023	895448	PO241112	01	2600	0	1110	1000	4420	090	358	INV14066395	9,756.81
SCHOOL OUTFITTERS	11/07/2023	895448	PO241112	01	2600	0	1110	1000	4420	090	358	INV14066395-1	243.19
SCHOOL OUTFITTERS	11/07/2023	895448	PO241112	01	0000	0	1110	1000	4420	025	070	INV14066395-1	1,420.98
SCHOOL OUTFITTERS	11/21/2023	898361	PO241090	01	2600	0	1110	1000	4420	090	358	IN 14060723	6,076.35
SCHOOL OUTFITTERS	11/21/2023	898361	PO241090	01	2600	0	1110	1000	4420	090	358	INV14060723-1	1,905.21
SCHOOL OUTFITTERS Total													19,402.54
SCHOOL SAFETY SOLUTIONS LLC	11/30/2023	900898	PO240462	01	0000	0	0000	8200	5860	090	760	2905	10,805.00
SCHOOL SAFETY SOLUTIONS LLC Total													10,805.00
SCHOOL SERVICES OF CALIFORNIA,	11/30/2023	900911	PO241470	01	0000	0	0000	7490	5210	090	716	W132719-IN	315.00

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SCHOOL SERVICES OF CALIFORNIA,	11/21/2023	898362	PO240354	01	0000	0	0000	7350	5899	090	717	139742-IN	375.00
SCHOOL SERVICES OF CALIFORNIA, Total													690.00
SCHOOL SPECIALTY LLC	11/16/2023	897411	PO241467	01	0000	0	1110	1000	4320	010	070	308104438354	321.18
SCHOOL SPECIALTY LLC	11/21/2023	898341	PO241442	01	0000	0	1110	1000	4320	010	070	208133345670	756.17
SCHOOL SPECIALTY LLC	11/30/2023	900872	PO240895	01	0000	0	1110	1000	4320	010	070	208132999192	140.82
SCHOOL SPECIALTY LLC	11/30/2023	900872	PO240895	01	0000	0	1110	1000	4320	010	070	208133354704	390.21
SCHOOL SPECIALTY LLC	11/30/2023	900916	PO241688	01	0000	0	1110	1000	4320	010	070	208133456535	359.16
SCHOOL SPECIALTY LLC Total													1,967.54
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	51895	13,478.00
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	52086	8,558.00
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	53766	16,108.00
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	53778	7,012.00
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	54619	17,259.00
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	54634	6,804.00
SCOOT EDUCATION INC.	11/14/2023	896830	PO241343	01	0000	0	0000	7400	5899	090	715	55523	18,446.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	55539	7,424.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	56440	6,256.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	56420	14,004.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	57417	13,059.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	58371	10,826.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	58357	15,245.00
SCOOT EDUCATION INC.	11/30/2023	900917	PO241343	01	0000	0	0000	7400	5899	090	715	57428	5,946.00
SCOOT EDUCATION INC. Total													160,425.00
SEHI COMPUTER PRODUCTS INC	11/21/2023	898320	PO241327	01	0000	0	1110	1000	4420	033	070	100241342	559.19
SEHI COMPUTER PRODUCTS INC Total													559.19
SENECA FAMILY OF AGENCIES	11/16/2023	897423	PO240801	01	6500	0	5760	1180	5870	090	230	7023540-IN	6,900.00
SENECA FAMILY OF AGENCIES	11/16/2023	897423	PO240801	01	6500	0	5760	1180	5870	090	230	7023525-IN	6,900.00
SENECA FAMILY OF AGENCIES	11/16/2023	897423	PO240801	01	6500	0	5760	1180	5880	090	230	7023647-IN	4,320.00
SENECA FAMILY OF AGENCIES	11/16/2023	897423	PO240801	01	6500	0	5760	1180	5880	090	230	7023618-IN	4,320.00
SENECA FAMILY OF AGENCIES Total													22,440.00
SHIFFLER EQUIPMENT SALES INC	11/02/2023	894554	PO240546	01	8150	0	0000	8110	4320	090	741	2328500600	606.35
SHIFFLER EQUIPMENT SALES INC Total													606.35
SIEMENS INDUSTRY INC.	11/09/2023	896157	PO241614	01	0000	0	0000	8200	5899	090	760	5331062100	42,539.25
SIEMENS INDUSTRY INC. Total													42,539.25
SIERRA PACIFIC TURF SUPPLY INC	11/30/2023	900887	PO240401	01	8150	0	0000	8110	4320	090	741	655112-IN	445.88
SIERRA PACIFIC TURF SUPPLY INC Total													445.88
SIERRA SCHOOL EQUIPMENT CO.	11/21/2023	898363	PO240807	01	7028	0	0000	3700	4420	090	820	413218	37,951.62
SIERRA SCHOOL EQUIPMENT CO.	11/21/2023	898317	PO241107	01	2600	0	1110	1000	4420	090	358	412671	10,000.00
SIERRA SCHOOL EQUIPMENT CO.	11/21/2023	898317	PO241107	01	0000	0	1110	1000	4420	022	070	412671	21,296.15
SIERRA SCHOOL EQUIPMENT CO. Total													69,247.77

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SIGILLO SUPPLY	11/09/2023	896182	PO240414	01	8150	0	0000	8110	4320	090	741	7159	352.08
SIGILLO SUPPLY Total													352.08
SKILLSUSA CALIFORNIA	11/28/2023	900146	PO241668	01	3550	0	3800	1000	5300	090	333	7360	1,980.00
SKILLSUSA CALIFORNIA Total													1,980.00
SLAKEY BROTHERS	11/30/2023	900899	PO240418	01	8150	0	0000	8110	4320	090	741	857131320	119.53
SLAKEY BROTHERS Total													119.53
SONITROL/PACIFIC WEST SECURITY	11/21/2023	898371	PO240707	01	8150	0	0000	8300	5806	090	129	DEC23/VARIOUS	10,766.00
SONITROL/PACIFIC WEST SECURITY Total													10,766.00
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75905	44.16
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75909	33.12
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75929	78.41
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75968	56.78
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75985	16.70
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75991	44.79
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	75993	26.36
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76040	65.90
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76045	6.53
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76049	72.72
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76075	167.55
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76081	101.74
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76087	27.45
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76104	8.12
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76110	8.22
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76116	6.68
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76139	23.91
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76143	65.38
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76149	209.45
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76433	28.78
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76469	18.46
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76571	62.77
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76572	111.46
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76573	35.84
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76681	44.28
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76771	172.80
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76772	14.16
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76788	12.99
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76906	28.57
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76910	17.88
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76916	118.49
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	76988	56.55

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SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	77488	22.89
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	77512	47.29
SOUTH CITY LUMBER & SUPPLY	11/14/2023	896807	PO240392	01	8150	0	0000	8110	4320	090	741	77549	99.52
SOUTH CITY LUMBER & SUPPLY	11/16/2023	897430	PO240392	01	8150	0	0000	8110	4320	090	741	76198	221.94
SOUTH CITY LUMBER & SUPPLY Total													2,178.64
SOUTH SAN FRANCISCO SCAVENGER	11/09/2023	896183	PO240708	01	0000	0	0000	8200	5540	090	760	1378516	6,158.89
SOUTH SAN FRANCISCO SCAVENGER	11/09/2023	896183	PO240230	01	6388	0	3800	1000	5899	032	318	1378516-1	125.54
SOUTH SAN FRANCISCO SCAVENGER Total													6,284.43
SOUTH SAN FRANCISCO TIRE	11/21/2023	898377	PO240390	01	8150	0	0000	8110	4320	090	741	106754	383.35
SOUTH SAN FRANCISCO TIRE Total													383.35
SOUTHWEST SCHOOL & OFFICE SUPP	11/21/2023	898350	PO241560	01	0000	0	0000	0000	9320	000		6000224501	948.00
SOUTHWEST SCHOOL & OFFICE SUPP	11/21/2023	898350	PO241560	01	0000	0	0000	0000	9320	000		6000217505	1,422.00
SOUTHWEST SCHOOL & OFFICE SUPP Total													2,370.00
SOWN TO GROW INC.	11/16/2023	897402	PO241243	01	3218	0	1110	1000	5813	021	439	2022-23-4248	5,000.00
SOWN TO GROW INC. Total													5,000.00
SPECTRUM CENTER INC.	11/02/2023	894536	PO240789	01	6500	0	5760	1180	5820	090	230	SEP23 SVC	7,708.80
SPECTRUM CENTER INC.	11/02/2023	894536	PO240789	01	6500	0	5760	1180	5870	090	230	SEP23 SVC	29,418.71
SPECTRUM CENTER INC.	11/02/2023	894536	PO240789	01	6500	0	5760	1180	5880	090	230	SEP23 SVC	50,432.00
SPECTRUM CENTER INC.	11/02/2023	894536	PO240789	01	6500	0	5760	1180	5899	090	230	SEP23 SVC	2,076.80
SPECTRUM CENTER INC. Total													89,636.31
SSF HIGH SCHOOL ASB	11/07/2023	895458	PV240388	01	9113	0	1110	1000	4322	033	356	OCT23 OPN HS 9TH GR	396.00
SSF HIGH SCHOOL ASB Total													396.00
STANDARD PLUMBING SUPPLY CO.	11/16/2023	897412	PO240431	01	8150	0	0000	8110	4320	090	741	UVV297	95.16
STANDARD PLUMBING SUPPLY CO.	11/21/2023	898372	PO240431	01	8150	0	0000	8110	4320	090	741	UVFH72	72.21
STANDARD PLUMBING SUPPLY CO.	11/28/2023	900102	PO240431	01	8150	0	0000	8110	4320	090	741	UWJZ58	43.14
STANDARD PLUMBING SUPPLY CO.	11/28/2023	900102	PO240431	01	8150	0	0000	8110	4320	090	741	UWQ846	218.73
STANDARD PLUMBING SUPPLY CO. Total													429.24
STAPLES BUSINESS CREDIT	11/21/2023	898378	PO241545	01	0801	0	1110	1000	4320	022	180	7617412183-0-1	490.49
STAPLES BUSINESS CREDIT	11/21/2023	898378	PO241545	01	0801	0	1110	1000	4320	022	180	7617412183-0-2	296.65
STAPLES BUSINESS CREDIT	11/09/2023	896146	PO241587	01	0000	0	0000	7340	4420	090	717	7618507320-0-1	631.43
STAPLES BUSINESS CREDIT Total													1,418.57
STATE OF CA DEPT OF JUSTICE	11/28/2023	900157	PV240460	01	0000	0	0000	7400	5840	090	715	692725	454.00
STATE OF CA DEPT OF JUSTICE	11/28/2023	900157	PV240460	01	0000	0	0000	7400	5841	090	715	692725	2,809.00
STATE OF CA DEPT OF JUSTICE Total													3,263.00
STEPPING STONES GROUP LLC, THE	11/09/2023	896161	PO240793	01	6500	0	5760	1190	5899	090	245	M0172531	44,478.21
STEPPING STONES GROUP LLC, THE	11/16/2023	897424	PO240793	01	6500	0	5760	1190	5899	090	245	M0176990	42,929.44
STEPPING STONES GROUP LLC, THE	11/21/2023	898364	PO240793	01	3310	0	5760	1110	5899	090	201	M0169272	8,839.76
STEPPING STONES GROUP LLC, THE Total													96,247.41
STEWART CHEVROLET	11/02/2023	894537	PO240420	01	8150	0	0000	8110	4320	090	741	43466	176.36
STEWART CHEVROLET	11/02/2023	894537	PO240420	01	8150	0	0000	8110	4320	090	741	43702	364.31

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STEWART CHEVROLET	11/28/2023	900089	PO240420	01	8150	0	0000	8110	4320	090	741	43921		45.30	
STEWART CHEVROLET	11/28/2023	900089	PO240420	01	8150	0	0000	8110	5600	090	741	CTCS437639		249.83	
STEWART CHEVROLET Total														835.80	
SULLIVAN, TIMOTHY	11/07/2023	895442	PV240396	01	9219	0	1208	1000	4320	032	356	MPAINT-OCT2023		51.29	
SULLIVAN, TIMOTHY Total														51.29	
SUNDARAM, RANGANATHAN	11/28/2023	900095	PV240437	01	0000	0	0000	2424	4320	090	735	230000187		2,207.82	
SUNDARAM, RANGANATHAN	11/28/2023	900108	PV240450	01	0000	0	0000	2424	4320	090	735	230000193		1,039.05	
SUNDARAM, RANGANATHAN Total														3,246.87	
SUPER DUPER PUBLICATIONS	11/07/2023	895449	PO240222	01	9010	0	5001	3900	4320	090	350	2831343A		285.35	
SUPER DUPER PUBLICATIONS	11/07/2023	895449	PO240965	01	9010	0	5001	3150	4320	090	350	2847399A		48.34	
SUPER DUPER PUBLICATIONS	11/07/2023	895449	PO241202	01	6500	0	5760	1190	4320	005	245	2852519A		243.66	
SUPER DUPER PUBLICATIONS Total														577.35	
TESOL TRAINERS	11/07/2023	895471	PO241321	01	6266	0	1110	1000	5210	090	341	INV-0177		500.00	
TESOL TRAINERS Total														500.00	
TESOLY SHOPPE INC	11/09/2023	896166	PO241199	01	9010	0	5760	1190	4320	090	350	400610		140.77	
THERAPY SHOPPE INC Total														140.77	
TIMBREZA, WENDY	11/28/2023	900078	PV240426	01	6500	0	5760	2490	5820	090	245	OCT23 MILEAGE PRKWY		11.79	
TIMBREZA, WENDY	11/28/2023	900078	PV240428	01	6500	0	5760	2490	5820	090	245	OCT23 MILEAGE - JS		73.10	
TIMBREZA, WENDY Total														84.89	
TOBII DYNAVOS SYSTEMS LLC	11/09/2023	896167	PO241353	01	9010	0	5001	3150	5813	090	350	INV00422529		7,706.25	
TOBII DYNAVOS SYSTEMS LLC Total														7,706.25	
TOLENTINO, CHRISTINA	11/02/2023	894538	PV240378	01	0000	0	0000	7350	5220	090	717	MAY-SEP23 MILEAGE		49.26	
TOLENTINO, CHRISTINA Total														49.26	
TPX COMMUNICATIONS CO.	11/30/2023	900900	PO240534	01	0000	0	0000	2424	5899	090	735	175646803-0		4,593.83	
TPX COMMUNICATIONS CO. Total														4,593.83	
TRAUTMAN, GREG	11/28/2023	900133	PV240447	01	0801	0	1110	1000	4320	033	180	230000184		183.88	
TRAUTMAN, GREG Total														183.88	
TSANG, VIVIEN WING YAN	11/07/2023	895436	PO241156	01	3010	0	1110	1000	5801	016	301	23-24-04		720.00	
TSANG, VIVIEN WING YAN	11/21/2023	898314	PO241156	01	3010	0	1110	1000	5801	016	301	23-24-05		684.00	
TSANG, VIVIEN WING YAN Total														1,404.00	
UNITED COACH TOURS	11/07/2023	895437	PO240144	01	0000	0	0000	3900	5821	033	322	21097LF		1,220.00	
UNITED COACH TOURS	11/07/2023	895459	PO240144	01	0000	0	0000	3900	5821	033	322	21086LF		3,294.00	
UNITED COACH TOURS	11/21/2023	898342	PO240936	01	0000	0	1110	1000	5821	033	070	20615LF		1,980.00	
UNITED COACH TOURS	11/28/2023	900079	PO240144	01	0000	0	0000	3900	5821	033	322	21177LF		5,194.00	
UNITED COACH TOURS Total														11,688.00	
UNITED RENTALS	11/28/2023	900158	PO240384	01	8150	0	0000	8110	5600	090	741	226080906-001		1,097.15	
UNITED RENTALS	11/28/2023	900158	PO240384	01	8150	0	0000	8110	5600	090	741	212607124-014		29.67	
UNITED RENTALS Total														1,126.82	
UNITED SITE SERVICES	11/09/2023	896184	PO240633	01	0000	0	0000	8200	5600	090	760	114-13723830		105.15	
UNITED SITE SERVICES	11/28/2023	900117	PO240633	01	0000	0	0000	8200	5600	090	760	INV-3978039		1,268.79	

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UNITED SITE SERVICES	11/30/2023	900901	PO240633	01	0000	0	0000	8200	5600	090	760	INV-02143557	2,265.49
UNITED SITE SERVICES Total													3,639.43
UNIVERSITY OF OREGON	11/30/2023	900874	PO241701	01	9214	0	1110	1000	5880	032	356	ID#952006738 A NOV23	1,000.00
UNIVERSITY OF OREGON Total													1,000.00
UPS STORE	11/28/2023	900159	PO240582	01	0000	0	0000	7400	5840	090	715	OCT23 SVC	349.90
UPS STORE	11/28/2023	900159	PO240582	01	0000	0	0000	7490	5841	090	716	OCT23 SVC	1,819.48
UPS STORE Total													2,169.38
VALENZUELA, JUDY	11/28/2023	900066	PV240427	01	6500	0	5760	1190	4320	090	245	TAPE110223	6.87
VALENZUELA, JUDY Total													6.87
VALLI, MAYURA	11/28/2023	900109	PV240430	01	9010	0	5001	3900	5899	090	350	COURSE 2023	995.00
VALLI, MAYURA Total													995.00
VASQUEZ, VERONICA	11/28/2023	900122	PV240459	01	6266	0	1110	1000	5210	090	341	0000033	1,848.42
VASQUEZ, VERONICA Total													1,848.42
VEGA, LUCIA CORIA	11/28/2023	900141	PV240429	01	6500	0	5760	2490	5820	090	230	OCT23 MILEAGE	605.22
VEGA, LUCIA CORIA Total													605.22
VENTRIS LEARNING LLC	11/16/2023	897413	PO241544	01	3010	0	1110	1000	4320	014	301	20239701	578.77
VENTRIS LEARNING LLC Total													578.77
VERIZON	11/16/2023	897403	PO240435	01	8150	0	0000	8110	5813	090	741	600300046478	831.95
VERIZON	11/16/2023	897403	PO240435	01	8150	0	0000	8110	5813	090	741	340000047616	871.70
VERIZON	11/16/2023	897403	PO240435	01	8150	0	0000	8110	5813	090	741	621000047849	871.70
VERIZON Total													2,575.35
VIEYRA, GINA	11/28/2023	900110	PV240419	01	0000	0	0000	7602	5820	090	726	RIDE109-122023	196.78
VIEYRA, GINA	11/28/2023	900110	PV240420	01	0000	0	0000	7602	5820	090	726	RIDE1016-192023	222.43
VIEYRA, GINA Total													419.21
VINA, BRIAN	11/07/2023	895433	PV240383	01	3218	0	1110	1000	5220	025	439	AUG23 RETREAT	20.70
VINA, BRIAN Total													20.70
VISTA HIGHER LEARNING INC.	11/21/2023	898357	PO240237	01	0801	0	4760	1000	4200	090	128	SI272895	24,056.74
VISTA HIGHER LEARNING INC. Total													24,056.74
VITUG, ALVIN	11/07/2023	895418	PV240384	01	7029	0	0000	3700	5210	090	820	CSNA OCT2023	1,473.33
VITUG, ALVIN Total													1,473.33
VRS CATERING CONNECTION	11/21/2023	898358	PO240868	01	0000	0	0000	2700	4322	090	762	22863	450.49
VRS CATERING CONNECTION Total													450.49
VWR INTERNATIONAL	11/09/2023	896168	PO241458	01	9010	0	1110	1000	4320	090	360	8814373084	1,293.70
VWR INTERNATIONAL	11/09/2023	896168	PO241458	01	9010	0	1110	1000	4320	090	360	8814360384	162.83
VWR INTERNATIONAL	11/14/2023	896828	PO241132	01	9010	0	1110	1000	4320	090	360	8814028217	362.76
VWR INTERNATIONAL	11/14/2023	896817	PO241458	01	9010	0	1110	1000	4320	090	360	8814360383	798.76
VWR INTERNATIONAL	11/14/2023	896817	PO241458	01	9010	0	1110	1000	4320	090	360	8814376881	169.69
VWR INTERNATIONAL	11/14/2023	896817	PO241458	01	9010	0	1110	1000	4320	090	360	8814368343	37.16
VWR INTERNATIONAL	11/16/2023	897425	PO241132	01	9010	0	1110	1000	4320	090	360	8814402949	642.77
VWR INTERNATIONAL	11/21/2023	898351	PO241457	01	9010	0	1110	1000	4320	090	360	8814369149	460.39

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VWR INTERNATIONAL	11/21/2023		898351	PO241457	01	9010	0	1110	1000	4320	090	360	8814393603	264.57
VWR INTERNATIONAL	11/21/2023		898351	PO241457	01	9010	0	1110	1000	4320	090	360	8814398662	1,051.44
VWR INTERNATIONAL	11/21/2023		898379	PO241457	01	9010	0	1110	1000	4320	090	360	8814360386	339.39
VWR INTERNATIONAL	11/21/2023		898379	PO241457	01	9010	0	1110	1000	4320	090	360	8814360385	3,500.42
VWR INTERNATIONAL Total														9,083.88
WANG-BELT, MICHAEL	11/07/2023		895438	PV240385	01	0000	0	1110	1000	5210	032	070	APSI CONF JUL22	294.04
WANG-BELT, MICHAEL Total														294.04
WEINGARTEN CHILDREN'S CENTER	11/28/2023		900142	PO240800	01	6500	0	5760	1180	5870	090	230	118442	1,615.00
WEINGARTEN CHILDREN'S CENTER	11/28/2023		900142	PO240800	01	6500	0	5760	1180	5880	090	230	118442	4,968.00
WEINGARTEN CHILDREN'S CENTER Total														6,583.00
WEIR, DANIEL	11/14/2023		896819	PV240399	01	3218	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	22.80
WEIR, DANIEL Total														22.80
WELLS FARGO	11/21/2023		898354	CM240026	01	7032	0	0000	3700	4320	090	820	4484 6100 0318 1180 -1 OCT	(59.77)
WELLS FARGO	11/21/2023		898354	CM240026	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 -1 OCT	(50.00)
WELLS FARGO	11/21/2023		898354	CM240026	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 -1 OCT	(87.16)
WELLS FARGO	11/21/2023		898354	PV240411	01	9219	0	1208	1000	4320	032	356	4484 6100 0318 1180 OCT23	123.06
WELLS FARGO	11/21/2023		898354	PV240411	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 OCT23	1,844.85
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 OCT23	62.98
WELLS FARGO	11/21/2023		898354	PV240411	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 OCT23	738.00
WELLS FARGO	11/21/2023		898354	PV240411	01	7032	0	0000	3700	4320	090	820	4484 6100 0318 1180 OCT23	1,309.68
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 OCT23	309.54
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	5.69
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	87.16
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 OCT23	270.05
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 OCT23	0.83
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 OCT23	353.17
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 OCT23	571.25
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	1,000.00
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	49.99
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	49.99
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	49.99
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	49.99
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 OCT23	384.55
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 OCT23	587.33
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	0000	7110	4322	090	713	4484 6100 0318 1180 OCT23	111.92
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	555.54
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	194.11
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	0000	7110	4322	090	713	4484 6100 0318 1180 OCT23	17.12
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	460.17
WELLS FARGO	11/21/2023		898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	66.17

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			#	#										
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	134.22	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	83.84	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	190.56	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	62.68	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	670.94	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	262.85	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	357.05	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 OCT23	277.25	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 OCT23	230.72	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 OCT23	30.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 OCT23	14.99	
WELLS FARGO	11/21/2023	898354	PV240411	01	6387	0	3800	1000	5210	033	CIG	4484 6100 0318 1180 OCT23	1,395.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	3550	0	3800	1000	5210	090	333	4484 6100 0318 1180 OCT23	249.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 OCT23	165.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 OCT23	55.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 OCT23	235.16	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	2424	5813	090	735	4484 6100 0318 1180 OCT23	120.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	0801	0	1110	1000	5815	033	180	4484 6100 0318 1180 OCT23	500.00	
WELLS FARGO	11/21/2023	898354	PV240411	01	0000	0	0000	2424	5899	090	735	4484 6100 0318 1180 OCT23	284.18	
WELLS FARGO	11/21/2023	898354	PV240411	01	0803	0	4760	2495	5899	090	411	4484 6100 0318 1180 OCT23	844.00	
WELLS FARGO Total													15,218.64	
WELLS FARGO VENDOR FIN SERV	11/16/2023	897414	PO240584	01	0000	0	1110	1000	5600	090	722	5027427081	175.85	
WELLS FARGO VENDOR FIN SERV	11/30/2023	900875	PO240584	01	0000	0	1110	1000	5600	090	722	5027480644	6,766.80	
WELLS FARGO VENDOR FIN SERV Total													6,942.65	
WEST COAST SAND & GRAVEL INC	11/09/2023	896185	PO240387	01	8150	0	0000	8110	4320	090	741	669239	2,548.61	
WEST COAST SAND & GRAVEL INC Total													2,548.61	
WEST, STACEY	11/14/2023	896820	PV240398	01	9010	0	5001	3150	5813	090	350	NOV623	335.00	
WEST, STACEY	11/14/2023	896820	PV240398	01	9010	0	5001	3900	5899	090	350	NOV623	249.99	
WEST, STACEY Total													584.99	
WESTBOROUGH WATER DISTRICT	11/28/2023	900118	PO240714	01	0000	0	0000	8200	5530	090	760	SEP/OCT23 240-0470	3,016.33	
WESTBOROUGH WATER DISTRICT	11/28/2023	900118	PO240714	01	0000	0	0000	8200	5530	090	760	SEP/OCT23 240-1250	1,072.73	
WESTBOROUGH WATER DISTRICT Total													4,089.06	
WESTCO PARKING TECHNOLOGIES	11/30/2023	900888	PO240427	01	8150	0	0000	8110	4320	090	741	12760	3,921.89	
WESTCO PARKING TECHNOLOGIES Total													5,878.04	
WINGS LEARNING CENTER	11/14/2023	896833	PO240792	01	6500	0	5760	1180	5870	090	230	8355	3,921.89	
WINGS LEARNING CENTER	11/14/2023	896833	PO240792	01	6500	0	5760	1180	5880	090	230	8355	5,520.00	
WINGS LEARNING CENTER	11/14/2023	896833	PO240792	01	6500	0	5760	1180	5899	090	230	8355	205.05	
WINGS LEARNING CENTER Total													11,603.09	
WOODWIND & BRASSWIND	11/02/2023	894534	PO241316	01	0000	0	1110	1000	4320	025	322	ARINV68825330	1,671.95	
WOODWIND & BRASSWIND	11/07/2023	895460	PO240116	01	0000	0	1110	1000	4320	032	322	ARINV69027133	29.01	

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WOODWIND & BRASSWIND	11/21/2023	898380	PO241316	01	0000	0	1110	1000	4320	025	322	ARINV69168905	214.81
WOODWIND & BRASSWIND	11/21/2023	898321	PO241316	01	0000	0	1110	1000	4320	025	322	ARINV69059972	79.08
WOODWIND & BRASSWIND Total													1,994.85
XEROX FINANCIAL SERVICES	11/16/2023	897415	PO240700	01	0000	0	0000	7550	5600	090	718	5019151	485.81
XEROX FINANCIAL SERVICES	11/30/2023	900902	PO240697	01	0000	0	0000	7350	5600	090	717	5019150	21.62
XEROX FINANCIAL SERVICES Total													507.43
YEE, RICHARD	11/28/2023	900134	PV240444	01	3010	0	1110	2495	4322	007	301	230000161	393.35
YEE, RICHARD Total													393.35
													3,905,509.04
													214.00
BALES STUTES, ELIZABETH													214.00
BALES STUTES, ELIZABETH Total													214.00
CALIFORNIA WATER SERVICE	11/07/2023	895467	PO240711	11	0000	0	0000	8200	5530	041	760	69075444444 OCT23	3,140.51
CALIFORNIA WATER SERVICE Total													3,140.51
ODP BUSINESS SOLUTIONS LLC	11/30/2023	900895	PO241596	11	6391	0	4110	2490	4320	041	481	340843731001	361.55
ODP BUSINESS SOLUTIONS LLC	11/30/2023	900895	PO241636	11	6391	0	4110	2490	4320	041	481	341413357001	151.59
ODP BUSINESS SOLUTIONS LLC Total													513.14
P G & E	11/02/2023	894552	PO240581	11	0000	0	0000	8200	5510	041	760	7314282172-4 OCT23	26.17
P G & E Total													26.17
PSI SERVICES LLC	11/09/2023	896163	PO240241	11	0000	0	4152	1000	5817	041	152	#04-22514313	318.00
PSI SERVICES LLC Total													318.00
													4,211.82
													93.14
ALBERTSONS/SAFEWAY INC.													93.14
ALBERTSONS/SAFEWAY INC. Total													93.14
AMAZON CAPITAL SERVICES	11/09/2023	896186	PO241577	12	9010	0	8530	1000	4200	002	832	1YCQ-GR9C-4JTH	186.28
AMAZON CAPITAL SERVICES	11/09/2023	896186	PO241577	12	9010	0	8530	1000	4200	002	832	161V-PK6D-6QC7	521.39
AMAZON CAPITAL SERVICES	11/09/2023	896186	PO241577	12	9010	0	8530	1000	4200	002	832	1W7L-1TJ4-73PQ	(7.01)
AMAZON CAPITAL SERVICES	11/16/2023	897398	PO241528	12	6105	0	8535	1000	4320	045	835	1XQK-FPCX-6J7F	(0.78)
AMAZON CAPITAL SERVICES	11/16/2023	897446	PO241575	12	9010	0	8533	1000	4320	045	833	1V64-KKMJ-49YD	21.95
AMAZON CAPITAL SERVICES	11/16/2023	897446	PO241575	12	6105	0	8535	1000	4320	045	835	1V64-KKMJ-49YD	75.64
AMAZON CAPITAL SERVICES Total													75.65
AUTISM-PRODUCTS.COM	11/21/2023	898366	PO241421	12	9010	0	8533	1000	4420	045	833	438947	686.84
AUTISM-PRODUCTS.COM	11/21/2023	898366	PO241421	12	6105	0	8535	1000	4420	045	835	438947	1,607.36
AUTISM-PRODUCTS.COM Total													1,607.36
CALIFORNIA WATER SERVICE	11/07/2023	895467	PO240711	12	6105	0	8535	8200	5530	045	835	69075444444 OCT23	3,214.72
CALIFORNIA WATER SERVICE	11/07/2023	895467	PO240711	12	6105	0	8510	8200	5530	045	830	69075444444 OCT23	141.16
CALIFORNIA WATER SERVICE	11/07/2023	895467	PO240711	12	9010	0	8533	8200	5530	045	833	69075444444 OCT23	102.62
CALIFORNIA WATER SERVICE Total													141.16
CHILDCARE CAREERS	11/14/2023	896841	PO240836	12	9010	0	8533	1000	5899	045	833	652397	384.94
CHILDCARE CAREERS	11/14/2023	896841	PO240836	12	6105	0	8535	1000	5899	045	835	652397	808.48
CHILDCARE CAREERS Total													808.48

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CHILDCARE CAREERS	11/16/2023	897418	PO240836	12	9010	0	8533	1000	5899	045	833	650686	822.71
CHILDCARE CAREERS	11/16/2023	897418	PO240836	12	6105	0	8535	1000	5899	045	835	650686	822.72
CHILDCARE CAREERS	11/16/2023	897418	PO240836	12	9010	0	8533	1000	5899	045	833	650688	3,155.25
CHILDCARE CAREERS	11/21/2023	898368	PO240836	12	9010	0	8533	1000	5899	045	833	652399	2,884.02
CHILDCARE CAREERS	11/28/2023	900071	PO240836	12	9010	0	8533	1000	5899	045	833	662614	2,257.28
CHILDCARE CAREERS	11/28/2023	900137	PO240836	12	9010	0	8533	1000	5899	045	833	662613	1,067.38
CHILDCARE CAREERS	11/28/2023	900137	PO240836	12	6105	0	8535	1000	5899	045	835	662613	1,067.39
CHILDCARE CAREERS	11/30/2023	900889	PO240836	12	9010	0	8533	1000	5899	045	833	665080	991.48
CHILDCARE CAREERS	11/30/2023	900889	PO240836	12	6105	0	8535	1000	5899	045	835	665080	991.49
CHILDCARE CAREERS	11/30/2023	900889	PO240836	12	9010	0	8533	1000	5899	045	833	665082	2,459.12
CHILDCARE CAREERS Total													18,135.80
CLAYBON, ERIC	11/26/2023	900111	PV240434	12	9010	0	8533	2495	4322	045	833	230000175	929.73
CLAYBON, ERIC	11/26/2023	900111	PV240435	12	9010	0	8533	2495	4322	045	833	230000176	755.42
CLAYBON, ERIC Total													1,685.15
EDUCATION TEAM, THE	11/09/2023	896142	PO241113	12	9010	0	8530	1000	5899	045	832	657877	3,630.20
EDUCATION TEAM, THE	11/16/2023	897419	PO241113	12	9010	0	8530	1000	5899	045	832	650685	4,052.67
EDUCATION TEAM, THE	11/16/2023	897419	PO241113	12	9010	0	8530	1000	5899	045	832	652396	3,534.79
EDUCATION TEAM, THE	11/28/2023	900072	PO241113	12	9010	0	8530	1000	5899	045	832	662612	3,574.36
EDUCATION TEAM, THE	11/30/2023	900890	PO241113	12	9010	0	8530	1000	5899	045	832	665079	4,231.77
EDUCATION TEAM, THE Total													19,023.79
HILLYARD	11/02/2023	894525	PO240151	12	6105	0	8510	8200	4320	045	830	605286430	526.90
HILLYARD	11/02/2023	894525	PO240151	12	9010	0	8533	8200	4320	045	833	605286430	526.90
HILLYARD	11/02/2023	894525	PO240151	12	6105	0	8535	8200	4320	045	835	605286430	526.89
HILLYARD	11/30/2023	900906	PO240151	12	6105	0	8510	8200	4320	045	830	605249667	42.58
HILLYARD	11/30/2023	900906	PO240151	12	9010	0	8533	8200	4320	045	833	605249667	42.58
HILLYARD	11/30/2023	900906	PO240151	12	6105	0	8535	8200	4320	045	835	605249667	42.59
HILLYARD Total													1,708.44
LOUDAN, ROSELLE MARIE	11/09/2023	896144	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23_24_9	3,295.43
LOUDAN, ROSELLE MARIE	11/21/2023	898375	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23_24_10	2,965.89
LOUDAN, ROSELLE MARIE Total													6,261.32
LOWE'S BUSINESS ACCOUNT/SYNCB	11/07/2023	895431	PO241168	12	9010	0	8533	1000	4320	045	833	821 3105 920566 1-1 OCT23	283.56
LOWE'S BUSINESS ACCOUNT/SYNCB	11/07/2023	895431	PO241168	12	6105	0	8535	1000	4320	045	835	821 3105 920566 1-1 OCT23	283.55
LOWE'S BUSINESS ACCOUNT/SYNCB Total													567.11
ODP BUSINESS SOLUTIONS LLC	11/02/2023	894544	PO241448	12	9010	0	8533	1000	4320	045	833	337827623001	13.73
ODP BUSINESS SOLUTIONS LLC	11/02/2023	894544	PO241448	12	6105	0	8535	1000	4320	045	835	337827623001	13.73
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	9010	0	8533	1000	4320	045	833	333325194001	73.61
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	6105	0	8535	1000	4320	045	835	333325194001	73.60
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	9010	0	8533	1000	4320	045	833	333325203001	26.36
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	6105	0	8535	1000	4320	045	835	333325203001	26.37
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	9010	0	8533	1000	4320	045	833	333325166001	24.16
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	6105	0	8535	1000	4320	045	835	333325166001	24.16

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ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	6105	0	8535	1000	4320	045	835	333325166001	24.16			
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	9010	0	8533	1000	4320	045	833	333282962001	451.99			
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897420	PO241379	12	6105	0	8535	1000	4320	045	835	333282962001	451.98			
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897444	PO241536	12	9302	0	8510	1000	4320	005	LIFT	339234960001	164.34			
ODP BUSINESS SOLUTIONS LLC	11/16/2023	897444	PO241536	12	9010	0	8533	1000	4320	045	833	339234960001	164.37			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241379	12	6105	0	8535	1000	4320	045	835	333282962002	156.68			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241379	12	6105	0	8533	1000	4320	045	835	333282962002	156.69			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241574	12	9010	0	8533	1000	4320	045	833	340001505001	69.11			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241574	12	6105	0	8535	1000	4320	045	835	340001505001	69.11			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241574	12	6105	0	8510	1000	4320	045	830	340001505001	69.11			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241574	12	9010	0	8533	1000	4320	045	833	340000208001	362.95			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241574	12	6105	0	8535	1000	4320	045	835	340000208001	362.95			
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898327	PO241574	12	6105	0	8510	1000	4320	045	830	340000208001	362.96			
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241379	12	9010	0	8533	1000	4320	045	833	339957835001	147.21			
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241379	12	9010	0	8533	1000	4320	045	833	339954476001	(147.21)			
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241622	12	9302	0	8510	1000	4320	005	LIFT	340398803001	64.60			
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900166	PO241622	12	9010	0	8533	1000	4320	045	833	340398803001	64.60			
ODP BUSINESS SOLUTIONS LLC Total													3,247.16			
P G & E	11/02/2023	894552	PO240581	12	6105	0	8510	8200	5510	045	830	7314282172-4 OCT23	620.38			
P G & E	11/02/2023	894552	PO240581	12	9010	0	8533	8200	5510	045	833	7314282172-4 OCT23	853.32			
P G & E	11/02/2023	894552	PO240581	12	6105	0	8535	8200	5510	045	835	7314282172-4 OCT23	853.32			
P G & E	11/02/2023	894552	PO240581	12	9302	0	8510	8200	5510	005	LIFT	7314282172-4 OCT23	412.88			
P G & E Total													2,739.90			
SEHI COMPUTER PRODUCTS INC	11/16/2023	897401	PO241579	12	9010	0	8533	1000	4320	045	848	100241377	469.91			
SEHI COMPUTER PRODUCTS INC Total													469.91			
SPRUCE SCHOOL PTA	11/09/2023	896145	PO241586	12	9010	0	8533	1000	4320	045	833	8	191.66			
SPRUCE SCHOOL PTA	11/09/2023	896145	PO241586	12	6105	0	8535	1000	4320	045	835	8	191.67			
SPRUCE SCHOOL PTA	11/09/2023	896145	PO241586	12	9010	0	8533	1000	4320	005	833	8	191.67			
SPRUCE SCHOOL PTA Total													575.00			
STAPLES BUSINESS CREDIT	11/21/2023	898318	PO241552	12	9010	0	8533	1000	4420	045	833	7617867808-0-1	334.57			
STAPLES BUSINESS CREDIT	11/21/2023	898318	PO241552	12	6105	0	8535	1000	4420	045	835	7617867808-0-1	334.58			
STAPLES BUSINESS CREDIT Total													669.15			
STARVISTA	11/30/2023	900873	PO241703	12	9010	0	8533	1000	5899	045	833	7050	3,333.34			
STARVISTA	11/30/2023	900873	PO241703	12	6105	0	8535	1000	5899	045	835	7050	3,333.33			
STARVISTA	11/30/2023	900873	PO241703	12	9302	0	8510	1000	5899	005	LIFT	7050	3,333.33			
STARVISTA Total													10,000.00			
ADVANCED INTEGRATED PEST MGMT	11/02/2023	894555	PO240096	13	5310	0	0000	3700	5807	090	820	2180607	69,555.51			
ADVANCED INTEGRATED PEST MGMT	11/02/2023	894555	PO240096	13	5310	0	0000	3700	5807	090	820	2180608	83.00			
ADVANCED INTEGRATED PEST MGMT	11/09/2023	896174	PO240096	13	5310	0	0000	3700	5807	090	820	2185946	83.00			
Subtotal													83.00			

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ADVANCED INTEGRATED PEST MGMT	11/09/2023	896174	PO240096	13	5310	0	0000	3700	5807	090	820	2188150	83.00
ADVANCED INTEGRATED PEST MGMT	11/09/2023	896174	PO240096	13	5310	0	0000	3700	5807	090	820	2188151	83.00
ADVANCED INTEGRATED PEST MGMT Total													415.00
AMAZON CAPITAL SERVICES	11/02/2023	894556	PO241440	13	5310	0	0000	3700	4320	090	820	1VDQ-J7TK-4369	54.09
AMAZON CAPITAL SERVICES	11/07/2023	895453	PO241537	13	5310	0	0000	3700	4320	090	820	113Q-3DTQ-6PND	105.50
AMAZON CAPITAL SERVICES	11/09/2023	896175	PO241539	13	5310	0	0000	3700	4320	090	820	1FHX-W6V4-4PN4	71.36
AMAZON CAPITAL SERVICES	11/28/2023	900147	PO241666	13	5310	0	0000	3700	4320	090	820	1VLK-M1V3-K36C	97.68
AMAZON CAPITAL SERVICES	11/02/2023	894556	PO241440	13	5310	0	0000	3700	4700	090	820	1VDQ-J7TK-4369	75.98
AMAZON CAPITAL SERVICES	11/02/2023	894556	PO241477	13	5310	0	0000	3700	4700	090	820	1CW3-VDFY-4F7J	96.97
AMAZON CAPITAL SERVICES Total													501.58
DANIELSEN COMPANY	11/07/2023	895414	PO240270	13	5310	0	0000	3700	4700	090	820	314490	12,413.63
DANIELSEN COMPANY	11/14/2023	896822	PO240270	13	5310	0	0000	3700	4700	090	820	315138	19,243.84
DANIELSEN COMPANY	11/16/2023	897463	PO240270	13	5310	0	0000	3700	4700	090	820	315703	12,240.79
DANIELSEN COMPANY	11/30/2023	900881	PO240270	13	5310	0	0000	3700	4700	090	820	316357	11,096.25
DANIELSEN COMPANY Total													54,994.51
DAYLIGHT FOODS INC	11/02/2023	894557	PO240281	13	5310	0	0000	3700	4700	090	820	N49333	262.39
DAYLIGHT FOODS INC	11/02/2023	894557	PO240281	13	5310	0	0000	3700	4700	090	820	N48090	1,712.34
DAYLIGHT FOODS INC	11/07/2023	895415	PO240281	13	5310	0	0000	3700	4700	090	820	N46637	1,687.58
DAYLIGHT FOODS INC	11/09/2023	896177	PO240281	13	5310	0	0000	3700	4700	090	820	N50144	692.53
DAYLIGHT FOODS INC	11/16/2023	897464	PO240281	13	5310	0	0000	3700	4700	090	820	N55053	29.83
DAYLIGHT FOODS INC	11/16/2023	897464	PO240281	13	5310	0	0000	3700	4700	090	820	N55055	188.80
DAYLIGHT FOODS INC	11/21/2023	898329	PO240281	13	5310	0	0000	3700	4700	090	820	N55054	1,015.12
DAYLIGHT FOODS INC	11/30/2023	900882	PO240281	13	5310	0	0000	3700	4700	090	820	N58343	1,330.03
DAYLIGHT FOODS INC	11/30/2023	900882	PO240281	13	5310	0	0000	3700	4700	090	820	N58344	147.60
DAYLIGHT FOODS INC	11/30/2023	900882	PO240281	13	5310	0	0000	3700	4700	090	820	N58345	88.80
DAYLIGHT FOODS INC	11/30/2023	900882	PO240281	13	5310	0	0000	3700	4700	090	820	N59252	469.01
DAYLIGHT FOODS INC	11/30/2023	900919	PO240281	13	5310	0	0000	3700	4700	090	820	N60748	1,058.88
DAYLIGHT FOODS INC	11/30/2023	900919	PO240281	13	5310	0	0000	3700	4700	090	820	N60749	492.00
DAYLIGHT FOODS INC Total													9,174.91
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6667185	890.94
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6669170	859.48
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6684182	6,728.21
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6688415	674.20
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6688450	3,972.60
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6701278	2,126.18
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6729715	52.25
GOLD STAR FOODS	11/07/2023	895416	PO240271	13	5310	0	0000	3700	4700	090	820	6541726	838.25
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6541730	838.25
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6667198	1,547.74
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6700360	124.90

BOARD WARRANT REGISTER
 NOVEMBER 1 TO NOVEMBER 30, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6700361	382.68
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6701565	186.00
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6702521	8,905.57
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6713091	432.60
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6719350	184.00
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6723328	389.84
GOLD STAR FOODS	11/14/2023	896823	PO240271	13	5310	0	0000	3700	4700	090	820	6689486	4,054.05
GOLD STAR FOODS	11/16/2023	897465	PO240271	13	5310	0	0000	3700	4700	090	820	6743081	3,520.57
GOLD STAR FOODS	11/16/2023	897465	PO240271	13	5310	0	0000	3700	4700	090	820	6756774	737.00
GOLD STAR FOODS	11/16/2023	897465	PO240271	13	5310	0	0000	3700	4700	090	820	6578116	866.15
GOLD STAR FOODS	11/21/2023	898330	PO240271	13	5310	0	0000	3700	4700	090	820	6750056	631.95
GOLD STAR FOODS	11/28/2023	900149	PO240271	13	5310	0	0000	3700	4700	090	820	1518005	(493.10)
GOLD STAR FOODS	11/28/2023	900149	PO240271	13	5310	0	0000	3700	4700	090	820	6701775	986.20
GOLD STAR FOODS	11/28/2023	900149	PO240271	13	5310	0	0000	3700	4700	090	820	6770123	5,716.11
GOLD STAR FOODS	11/28/2023	900149	PO240271	13	5310	0	0000	3700	4700	090	820	6785698	1,098.24
GOLD STAR FOODS	11/28/2023	900149	PO240271	13	5310	0	0000	3700	4700	090	820	6798771	883.40
GOLD STAR FOODS	11/28/2023	900149	PO240271	13	5310	0	0000	3700	4700	090	820	6771082	3,474.57
GOLD STAR FOODS	11/30/2023	900883	PO240271	13	5310	0	0000	3700	4700	090	820	6634992	866.15
GOLD STAR FOODS	11/30/2023	900883	PO240271	13	5310	0	0000	3700	4700	090	820	6791591	923.90
GOLD STAR FOODS	11/30/2023	900905	PO240271	13	5310	0	0000	3700	4700	090	820	6828401	146.30
GOLD STAR FOODS Total													52,545.18
GRAINGER	11/14/2023	896824	PO241597	13	5310	0	0000	3700	4420	090	820	9890786479	622.38
GRAINGER Total													622.38
IMPERIAL BAG	11/09/2023	896178	PO240275	13	5310	0	0000	3700	4340	090	820	14980517	6,602.55
IMPERIAL BAG	11/09/2023	896178	PO240275	13	5310	0	0000	3700	4340	090	820	14980516	431.81
IMPERIAL BAG	11/20/2023	896178	PO240275	13	5310	0	0000	3700	4340	090	820	14980517	(6,602.55)
IMPERIAL BAG	11/20/2023	896178	PO240275	13	5310	0	0000	3700	4340	090	820	14980516	(431.81)
IMPERIAL BAG Total													-
IMPERIAL DADE WEST COAST	11/28/2023	900150	PO240275	13	5310	0	0000	3700	4340	090	820	15046261	1,685.00
IMPERIAL DADE WEST COAST Total													1,685.00
INDIVIDUAL FOODSERVICE	11/07/2023	895417	PO240282	13	5310	0	0000	3700	4340	090	820	648772-00	548.18
INDIVIDUAL FOODSERVICE	11/30/2023	900921	PO240282	13	5310	0	0000	3700	4340	090	820	621730-00	9,716.40
INDIVIDUAL FOODSERVICE	11/30/2023	900921	PO240282	13	5310	0	0000	3700	4340	090	820	621686-00	3,059.90
INDIVIDUAL FOODSERVICE Total													13,324.48
ODP BUSINESS SOLUTIONS LLC	11/21/2023	898322	PO240268	13	5310	0	0000	3700	4320	090	820	338764719001	143.16
ODP BUSINESS SOLUTIONS LLC	11/28/2023	900152	PO240268	13	5310	0	0000	3700	4320	090	820	338764719002	12.08
ODP BUSINESS SOLUTIONS LLC Total													155.24
PRODUCERS DAIRY FOODS INC.	11/07/2023	895419	PO240276	13	5310	0	0000	3700	4700	090	820	48085290335	3,027.32
PRODUCERS DAIRY FOODS INC.	11/07/2023	895419	PO240276	13	5310	0	0000	3700	4700	090	820	48085291018	2,648.94
PRODUCERS DAIRY FOODS INC.	11/14/2023	896837	PO240276	13	5310	0	0000	3700	4700	090	820	48085291583	2,606.89

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NOVEMBER 1 TO NOVEMBER 30, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
PRODUCERS DAIRY FOODS INC.	11/14/2023	896837	PO240276	13	5310	0	0000	3700	4700	090	820	48085292104	1,682.87
PRODUCERS DAIRY FOODS INC.	11/14/2023	896837	PO240276	13	5310	0	0000	3700	4700	090	820	48085292752	1,651.96
PRODUCERS DAIRY FOODS INC.	11/21/2023	898323	PO240276	13	5310	0	0000	3700	4700	090	820	48085293980	1,463.49
PRODUCERS DAIRY FOODS INC.	11/21/2023	898352	PO240276	13	5310	0	0000	3700	4700	090	820	48085293597	3,079.86
PRODUCERS DAIRY FOODS INC.	11/28/2023	900153	PO240276	13	5310	0	0000	3700	4700	090	820	48085295082	2,686.50
PRODUCERS DAIRY FOODS INC.	11/30/2023	900884	PO240276	13	5310	0	0000	3700	4700	090	820	48085294459	1,463.49
PRODUCERS DAIRY FOODS INC.	11/30/2023	900923	PO240276	13	5310	0	0000	3700	4700	090	820	48085296389	1,811.97
PRODUCERS DAIRY FOODS INC. Total													22,123.29
SYSCO FD SVCS OF SAN FRANCISCO	11/07/2023	895420	PO240514	13	5310	0	0000	3700	4340	090	820	650085445	477.03
SYSCO FD SVCS OF SAN FRANCISCO	11/07/2023	895420	PO240514	13	5310	0	0000	3700	4700	090	820	650085445	1,023.20
SYSCO FD SVCS OF SAN FRANCISCO	11/07/2023	895420	PO240514	13	5310	0	0000	3700	4700	090	820	650116004	1,510.40
SYSCO FD SVCS OF SAN FRANCISCO	11/07/2023	895450	PO240514	13	5310	0	0000	3700	4700	090	820	650131153	5,144.78
SYSCO FD SVCS OF SAN FRANCISCO	11/07/2023	895450	PO240514	13	5310	0	0000	3700	4700	090	820	650136622	(3,810.24)
SYSCO FD SVCS OF SAN FRANCISCO	11/21/2023	898324	PO240514	13	5310	0	0000	3700	4700	090	820	650164765	1,583.39
SYSCO FD SVCS OF SAN FRANCISCO	11/21/2023	898324	PO240514	13	5310	0	0000	3700	4700	090	820	15055126P	(1,488.60)
SYSCO FD SVCS OF SAN FRANCISCO Total													4,439.96
ULINE	11/30/2023	900924	PO241707	13	5310	0	0000	3700	4320	090	820	171005290	224.29
ULINE	11/30/2023	900924	PO241707	13	5310	0	0000	3700	4320	090	820	171005290-1	29.42
ULINE Total													253.71
VITUG, ALVIN	11/07/2023	895418	PV240384	13	5310	0	0000	3700	5210	090	820	CSNA OCT2023	423.36
VITUG, ALVIN Total													423.36
ARCH INSURANCE COMPANY													160,658.60
ARCH INSURANCE COMPANY Total													2,000,000.00
CIS INC.	11/28/2023	900154	PO241381	14	0000	0	0000	8500	6285	005	945	SSF HVAC PCK 1&A-001	412.50
CIS INC.	11/28/2023	900154	PO241381	14	0000	0	0000	8500	6285	008	945	SSF HVAC PCK 1&A-001	412.50
CIS INC.	11/28/2023	900154	PO241381	14	0000	0	0000	8500	6285	013	945	SSF HVAC PCK 1&A-001	412.50
CIS INC.	11/28/2023	900154	PO241381	14	0000	0	0000	8500	6285	022	945	SSF HVAC PCK 1&A-001	412.50
CIS INC. Total													1,650.00
E.F. BRETT AND COMPANY INC.	11/28/2023	900085	PO240902	14	0000	0	0000	8500	6270	005	945	PAY APP#3	38,415.25
E.F. BRETT AND COMPANY INC.	11/28/2023	900085	PO240902	14	0000	0	0000	8500	6270	008	945	PAY APP#3	72,855.25
E.F. BRETT AND COMPANY INC.	11/28/2023	900085	PO240902	14	0000	0	0000	8500	6270	013	945	PAY APP#3	160,140.26
E.F. BRETT AND COMPANY INC.	11/28/2023	900085	PO240902	14	0000	0	0000	8500	6270	022	945	PAY APP#3	114,238.75
E.F. BRETT AND COMPANY INC. Total													385,649.51
AMAZON CAPITAL SERVICES													2,387,299.51
AMAZON CAPITAL SERVICES Total													406.44
CALIFORNIA FINANCIAL SERVICES	11/30/2023	900907	PO241476	21	9010	0	0000	8500	5813	090	902	2023-065B	6,250.00
CALIFORNIA FINANCIAL SERVICES Total													6,250.00
DANNIS WOLIVER KELLEY	11/07/2023	895443	PO240078	21	9010	0	0000	8200	5889	090	902	296203	803.00
ARCH INSURANCE COMPANY													160,658.60
ARCH INSURANCE COMPANY Total													2,000,000.00
CIS INC.													412.50
CIS INC. Total													1,650.00
E.F. BRETT AND COMPANY INC.													38,415.25
E.F. BRETT AND COMPANY INC. Total													72,855.25
E.F. BRETT AND COMPANY INC.													160,140.26
E.F. BRETT AND COMPANY INC. Total													114,238.75
E.F. BRETT AND COMPANY INC. Total													385,649.51
AMAZON CAPITAL SERVICES													2,387,299.51
AMAZON CAPITAL SERVICES Total													406.44
CALIFORNIA FINANCIAL SERVICES													6,250.00
CALIFORNIA FINANCIAL SERVICES Total													6,250.00
DANNIS WOLIVER KELLEY													803.00

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Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
DANNIS WOLIVER KELLEY	11/07/2023	895443	PO240078	21	0000	0	0000	8200	5889	098	902	296666	3,819.00
DANNIS WOLIVER KELLEY	11/07/2023	895443	PO240078	21	0000	0	0000	8200	5889	098	902	296666-1	13,847.74
DANNIS WOLIVER KELLEY Total													18,469.74
KATHLEEN MOORE	11/14/2023	896821	PO241397	21	9010	0	0000	8500	5801	098	721	KMA 2023-218	11,050.00
KATHLEEN MOORE Total													11,050.00
KITCHELL/CEM INC.	11/28/2023	900103	PO241307	21	9010	0	0000	8500	6205	098	900	115894	60,149.50
KITCHELL/CEM INC. Total													60,149.50
OFFICE DEPOT INC.	11/16/2023	897443	PO241376	21	9010	0	0000	8500	4320	098	902	335313198001	348.51
OFFICE DEPOT INC. Total													348.51
WELLS FARGO	11/21/2023	898354	PV240411	21	9010	0	0000	8500	6230	014	743	4484 6100 0318 1180 OCT23	500.00
WELLS FARGO	11/21/2023	898354	PV240411	21	9010	0	0000	8500	6230	014	743	4484 6100 0318 1180 OCT23	14.95
WELLS FARGO Total													514.95
													97,189.14
SCHOOL FACILITY CONSULTANTS	11/30/2023	900910	PO241774	25	0000	0	0000	8100	5899	090	717	20333	51.25
SCHOOL FACILITY CONSULTANTS	11/30/2023	900910	PO241774	25	0000	0	0000	8100	5899	090	717	20463	621.25
SCHOOL FACILITY CONSULTANTS Total													2,148.75
													2,821.25
ANGOTTI & REILLY INC.	11/21/2023	898359	PO240739	40	9010	0	0000	8500	6210	031	946	PAY APP #2	124,612.22
ANGOTTI & REILLY INC. Total													124,612.22
CAMPBELL KELLER	11/14/2023	896825	PO241042	40	9010	0	0000	8500	6410	090	927	68494	4,776.61
CAMPBELL KELLER Total													4,776.61
CONEXWEST	11/16/2023	897399	PO240329	40	9010	0	0000	8200	5600	032	926	#INV-257260	1,030.63
CONEXWEST Total													1,030.63
CUMMING CONSTRUCTION	11/30/2023	900885	PO240737	40	9010	0	0000	8500	6272	090	945	135960	23,210.00
CUMMING CONSTRUCTION Total													23,210.00
DSK LLP	11/21/2023	898315	PO241609	40	9010	0	0000	8500	6210	032	946	001-3524	15,750.00
DSK LLP	11/30/2023	900870	PO241654	40	9010	0	0000	8500	6210	032	946	001-3525	14,450.00
DSK LLP Total													30,200.00
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	005	945	5889.000-15	501.40
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	013	945	5889.000-15	473.80
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	022	945	5889.000-15	432.40
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	005	945	5889.000-16	501.40
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	008	945	5889.000-16	1,585.85
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	013	945	5889.000-16	473.80
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	022	945	5889.000-16	432.40
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	005	945	5889.000-17	501.40
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	008	945	5889.000-17	792.93
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	013	945	5889.000-17	473.80
HIBSER YAMAUCHI ARCHITECTS INC	11/07/2023	895445	PO240822	40	9010	0	0000	8500	6210	022	945	5889.000-17	432.40

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: January 25, 2024
RE: Cash Receipts Summary, November 1 - November 30, 2023

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of November 1 - November 30, 2023. The Report is shown by Fund.

FISCAL IMPLICATIONS:

The Cash Receipts Summary Report represents revenues received by the District for the period of November 1 - November 30, 2023.

RECOMMENDATION:

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

SAN MATEO COUNTY OFFICE OF EDUCATION
 40 - South San Francisco Unified School District
 Budget Summary Report - Summary (From: 11/1/2023 To: 11/30/2023)
 Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 01 GENERAL FUND								
Revenue								
8011	REV LIMIT ST AID CURRR YR	3,356,626.00	302,096.00	1,241,950.00	-	2,114,676.00	0.4	0.6
8012	EPA ENTITLEMENT	1,555,128.00	-	388,782.00	-	1,166,346.00	0.3	0.8
8021	HOMEOWNERS' EXEMPTION	362,748.00	-	-	-	362,748.00	-	1.0
8029	OTHR SUBVENT/IN-LIEU TAX	5,869.97	-	-	-	5,869.97	-	1.0
8041	SECURED ROLLS TAX	93,154,481.00	4,638,159.45	4,638,159.45	-	88,516,321.55	0.0	1.0
8042	UNSECURED ROLL TAXES	-	-	(328,029.50)	-	328,029.50	-	-
8043	PRIOR YEARS' TAXES	(10,987.00)	-	(10,986.97)	-	(0.03)	1.0	0.0
8047	COMM REDEVLPMNT FUNDS	35,672,294.37	-	2,273,556.40	-	33,398,737.97	0.1	0.9
8091	REVENUE LIMIT TRANSFERS	(5,000,000.00)	-	-	-	(5,000,000.00)	-	1.0
8097	PROPERTY TAXES TRANSFERS	6,012,598.61	(77,031.59)	1,000,151.18	-	5,012,447.43	0.2	0.8
8181	SP ED ENTITL PER UDC	1,639,252.26	-	-	-	1,639,252.26	-	1.0
8182	SP ED DISCRETINARY GRANTS	174,785.18	(87,976.58)	4,621.94	-	170,163.24	0.0	1.0
8285	INTAGENCY CONTR BETW LEAS	16,553.50	-	0.03	-	16,553.47	0.0	1.0
8290	ALL OTHER FEDERAL REVENUE	4,058,394.71	(45,276.94)	1,073,350.34	-	2,985,044.37	0.3	0.7
8319	OTHER ST APPOINTMNT-PR YR	21,734.00	-	21,734.00	-	-	1.0	-
8550	MANDATED COST REIMBURSE	357,128.98	352,909.00	352,909.00	-	4,219.98	1.0	0.0
8560	STATE LOTTERY REVENUE	1,911,911.00	-	132,021.94	-	1,779,889.06	0.1	0.9
8587	P-THU REV FROM ST SOURCES	151,721.50	-	151,721.50	-	-	1.0	-
8590	ALL OTHER STATE REVENUES	13,693,624.06	(524,111.56)	2,134,455.00	-	11,559,169.06	0.2	0.8
8625	COM REDEVEL FUND NOT SUBJ	3,521,924.00	-	-	-	3,521,924.00	-	1.0
8631	SALE OF EQUIP & SUPPLIES	4,375.00	-	-	-	4,375.00	-	1.0
8650	LEASES AND RENTALS	956,550.29	75,931.06	349,496.47	-	607,053.82	0.4	0.6
8660	INTEREST/FY21 INTEREST INCOME	1,544,075.60	-	470,636.38	-	1,073,439.22	0.3	0.7
8699	ALL OTHER LOCAL REVENUE	2,478,760.54	357,982.41	1,679,196.84	(880.00)	800,443.70	0.7	0.3
8919	OTH AUTH INTRFND XFERS IN	13,301.00	-	-	-	13,301.00	-	1.0
Total Revenue		165,652,850.57	4,992,681.25	15,573,726.00	(880.00)	150,080,004.57		
Total Fund 01 GENERAL FUND		165,652,850.57	4,992,681.25	15,573,726.00	(880.00)	150,080,004.57		

SAN MATEO COUNTY OFFICE OF EDUCATION
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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 11 ADULT EDUCATION FUND								
Revenue								
8290	ALL OTHER FEDERAL REVENUE	215,042.00	(60,746.00)	-	-	215,042.00	-	1.0
8590	ALL OTHER STATE REVENUES	1,343,346.00	-	447,778.00	-	895,568.00	0.3	0.7
8631	SALE OF EQUIP & SUPPLIES	300.00	-	465.00	-	(165.00)	1.6	(0.6)
8660	INTEREST/FY21 INTEREST INCOME	58,889.25	-	14,712.83	-	44,176.42	0.2	0.8
8671	ADULT EDUCATION FEES	29,959.00	-	8,330.00	-	21,629.00	0.3	0.7
8699	ALL OTHER LOCAL REVENUE	100.00	-	-	-	100.00	-	1.0
Total Revenue		1,647,636.25	(60,746.00)	471,285.83	-	1,176,350.42		
Total Fund 11 ADULT EDUCATION FUND		1,647,636.25	(60,746.00)	471,285.83	-	1,176,350.42		

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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 12 CHILD DEVELOPMENT FUND								
Revenue								
8290	ALL OTHER FEDERAL REVENUE	250,947.31	8,105.00	130,925.31	-	120,022.00	0.5	0.5
8590	ALL OTHER STATE REVENUES	1,798,387.00	135,568.30	1,580,819.25	-	217,567.75	0.9	0.1
8680	INTEREST/FY21 INTEREST INCOME	39,450.22	-	9,750.27	-	29,699.95	0.2	0.8
8689	ALL OTHER FEES & CONTRACTS	546,357.43	-	100,294.25	-	446,063.18	0.2	0.8
8699	ALL OTHER LOCAL REVENUE	1,878,600.82	-	378,890.82	-	1,499,710.00	0.2	0.8
	Total Revenue	4,513,742.78	143,673.30	2,200,679.90	-	2,313,062.88		
	Total Fund 12 CHILD DEVELOPMENT FUND	4,513,742.78	143,673.30	2,200,679.90	-	2,313,062.88		

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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 13 CAFETERIA FUND								
Revenue								
8220	CHILD NUTRITION PROGRAMS	-	(247,489.53)	-	-	-	-	-
8222	FED REIM-BKF/FY21-FED REIM ALL	1,900,000.00	186,585.79	352,878.17	-	1,547,121.83	0.2	0.8
8227	FED.REIMB.-CHILD CARE	43,576.00	6,565.97	13,757.61	-	29,818.39	0.3	0.7
8290	ALL OTHER FEDERAL REVENUE	3,063.00	-	3,063.00	-	-	1.0	-
8522	ST REIMB-LNCH/FY21 STATE REIMB	2,500,000.00	293,818.85	560,924.07	-	1,939,075.93	0.2	0.8
8523	STATE REIMB.-CHILD CARE	3,000.00	251.11	524.86	-	2,475.14	0.2	0.8
8634	FS SALES/DAILY SALES	81,667.00	16,508.58	27,579.55	-	54,087.45	0.3	0.7
8637	STUD LNCH/FY21 STUDENT CATERING	154,582.00	20,502.94	42,100.39	-	112,481.61	0.3	0.7
8638	ADLT LNCH/FY21 ADULT CATERING	297.00	-	296.60	-	0.40	1.0	0.0
8660	INTEREST/FY21 INTEREST INCOME	36,042.10	0.18	9,429.50	-	26,612.60	0.3	0.7
Total Revenue		4,722,227.10	276,743.89	1,010,553.75	-	3,711,673.35		
Total Fund 13 CAFETERIA FUND		4,722,227.10	276,743.89	1,010,553.75	-	3,711,673.35		

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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 14 DEFERRED MAINTENANCE FUND								
Revenue								
8091	REVENUE LIMIT TRANSFERS	5,000,000.00	-	-	-	5,000,000.00	-	1.0
8660	INTEREST/FY21 INTEREST INCOME	375,000.00	-	94,136.30	-	280,863.70	0.3	0.7
	Total Revenue	5,375,000.00	-	94,136.30	-	5,280,863.70		
	Total Fund 14 DEFERRED MAINTENANCE FUND	5,375,000.00	-	94,136.30	-	5,280,863.70		

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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 17 SP RESRV FD(OT CPTL OTLY PROJ)								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	539,000.00	-	134,750.72	-	404,249.28	0.3	0.7
Total Revenue		539,000.00	-	134,750.72	-	404,249.28		
Total Fund 17 SP RESRV FD(OT CPTL OTLY PROJ)		539,000.00	-	134,750.72	-	404,249.28		

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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 21 BUILDING FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	4,110,000.00	-	1,311,508.23	-	2,798,491.77	0.3	0.7
Total Revenue		4,110,000.00	-	1,311,508.23	-	2,798,491.77		
Total Fund 21 BUILDING FUND		4,110,000.00	-	1,311,508.23	-	2,798,491.77		

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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 25 CAPITAL FACILITIES FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	262,000.00	-	65,744.58	-	196,255.42	0.3	0.7
8681	MITIGATION/DEVELOPER FEES	300,000.00	51,050.39	240,074.59	-	59,925.41	0.8	0.2
Total Revenue		562,000.00	51,050.39	305,819.17	-	256,180.83		
Total Fund 25 CAPITAL FACILITIES FUND		562,000.00	51,050.39	305,819.17	-	256,180.83		

SAN MATEO COUNTY OFFICE OF EDUCATION
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Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 35 CO SCHOOL FACILITIES FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	500.00	-	18.08	-	481.92	0.0	1.0
Total Revenue		500.00	-	18.08	-	481.92		
Total Fund 35 CO SCHOOL FACILITIES FUND		500.00	-	18.08	-	481.92		

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 Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 40 SPECIAL RESERVE FUND CAP								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	50,000.00	-	12,143.43	-	37,856.57	0.2	0.8
8912	BTW GENERAL & SP RESERVE	3,521,924.00	-	-	-	3,521,924.00	-	1.0
Total Revenue		3,571,924.00	-	12,143.43	-	3,559,780.57		
Total Fund 40 SPECIAL RESERVE FUND CAP		3,571,924.00	-	12,143.43	-	3,559,780.57		

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 Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 73 FOUNDATION TRUST FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	15,600.00	-	3,900.81	-	11,699.19	0.3	0.7
8699	ALL OTHER LOCAL REVENUE	101,100.00	950.00	102,050.00	-	(950.00)	1.0	(0.0)
	Total Revenue	116,700.00	950.00	105,950.81	-	10,749.19		
	Total Fund 73 FOUNDATION TRUST FUND	116,700.00	950.00	105,950.81	-	10,749.19		

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: January 25, 2024

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 ninety-seven (97) 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 (sale, recycle, etc.) will be deposited into Fund 01. Upon Board approval, the District will dispose of the items.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees declare the ninety-seven (97) items unusable and obsolete as surplus items with a net book value of zero dollars (\$0). It is further recommended that the District be authorized to dispose of these items.

Declaration of Surplus Items

Fixed Date in Asset Tag # Service	Qty	Description	Serial Number	Location
36385 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36386 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36387 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36388 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36389 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36390 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37639 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37640 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37641 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37642 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37643 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37644 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37645 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37647 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37648 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37646 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37649 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37083 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37651 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
37652 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36262 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
33798-1 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
33795-1 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
36076 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC
N/A 1/1/2017	1	ELITE BOOK	N/A	SSFHS LIC

Declaration of Surplus Items						
Fixed Date in Asset Tag # Service	Qty	Description	Serial Number	Location		
37419 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC		
37420 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC		
37421 1/1/2017	1	MACBOOK PRO	N/A	SSFHS LIC		
N/A 1/1/2017	1	MAGNAVOX TV	5682034727TS73C105	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	GO VIDEO VHS	448805021704	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	SONY DVD	248516	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	PHILLIPS DVD	65449511	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	DELL MONITOR	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	LENOVO MONITOR	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	APPLE TOWER	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	APPLE MONITOR	N/A	SOUTH SAN FRANCISCO HS		
43987 1/1/2017	1	ELMO DOC CAM	500003	SOUTH SAN FRANCISCO HS		
23070 9/4/2013	1	AVER DOC CAM	51477 13050P	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	AVER DOC CAM	56328 09040P	SOUTH SAN FRANCISCO HS		
22896 3/11/2008	1	LUMENS DOC CAM	D04E03074	SOUTH SAN FRANCISCO HS		
14227/29516 1/1/2017	1	SHARP PROJECTOR	211311783	SOUTH SAN FRANCISCO HS		
29130-1 1/1/2017	1	EVOLIS PEBBLE PRINTER	52827869	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	FOLLETT RECEIPT PRINTER	2230512030600140	SOUTH SAN FRANCISCO HS		
22776 1/1/2017	1	IMAC DESKTOP	W863610ZVUY	SOUTH SAN FRANCISCO HS		
N16541 1/1/2017	1	DELL TOWER	F4MWD53	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	7	KEYBOARDS (7)	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	2	SPEAKERS (2 SETS)	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	CLOCK	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	CASSETTE TAPE PLAYER	N/A	SOUTH SAN FRANCISCO HS		
33600-1 6/23/2014	1	DELL LAPTOP	3RXB412	SOUTH SAN FRANCISCO HS		
33318 5/19/2014	1	DELL LAPTOP	D12V212	SOUTH SAN FRANCISCO HS		
33496 5/28/2014	1	DELL LAPTOP	DMXP4z1	SOUTH SAN FRANCISCO HS		
34223 12/16/2014	1	EPSON PROJECTOR	U43K4805357	SOUTH SAN FRANCISCO HS		
9685 1/1/2017	1	MAC (BLUE)	YM10603SJQH	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	DVD PLAYER	N/A	SOUTH SAN FRANCISCO HS		
N/A 1/1/2017	1	POWERSCAN II	99003628	SOUTH SAN FRANCISCO HS		

Declaration of Surplus Items					
Fixed Date in	Qty	Description	Serial Number	Location	Asset Tag # Service
22957 2/4/2010	1	HP PRINTER	VNBCB134ZF	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	DELL MONITOR	N/A	SOUTH SAN FRANCISCO HS	
33353 5/19/2014	1	DELL TOWER	39681288573/912FL02	SOUTH SAN FRANCISCO HS	
942 1/1/2017	1	OVERHEAD PROJECTOR	81210017	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	2	MISC CABLES (2 BOXES)	N/A	SOUTH SAN FRANCISCO HS	
48353 1/1/2017	1	HP PRINTER	PHDBB28390	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	SONY DVD PLAYER	7108348	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	TOSHIBA VCR	BAB919015871	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	SCEPTRE TV & RECEIVER	614A4203CC1395	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	TV CART	N/A	SOUTH SAN FRANCISCO HS	
SSFUSD-646 1/1/2017	1	CANON PRINTER/SCANNER	SLX89247	SOUTH SAN FRANCISCO HS	
23040 10/21/2014	1	HP 3015 PRINTER	VND3G19829	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	AVER DOC CAM (BOX)	N/A	SOUTH SAN FRANCISCO HS	
SSFUSD-659 1/1/2017	1	HP LJPRO M201DW	N/A	SOUTH SAN FRANCISCO HS	
SSFUSD-649 1/1/2017	1	HP LJPRO M201DW	N/A	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	HP LJPRO M201DW	N/A	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	HP LJPRO M201DW	N/A	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	ZMX 862 SOUND SYSTEM	N/A	SOUTH SAN FRANCISCO HS	
9056 1/1/2017	1	CANON SCANNER	UYC089399	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	EPSON SCANNER	GR9W117844	SOUTH SAN FRANCISCO HS	
36148 2/19/2015	1	EPSON SCANNER	CGKB942	SOUTH SAN FRANCISCO HS	
36147 2/19/2015	1	DELL TOWER	CGK9942	SOUTH SAN FRANCISCO HS	
9059 1/1/2017	1	HP PRINTER 4050	N/A	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	1	HP PRINTER	CN04FC50BB05C5	SOUTH SAN FRANCISCO HS	
22972 8/3/2010	1	HP PRINTER	VNBCB2L0QM	SOUTH SAN FRANCISCO HS	
N/A 1/1/2017	11	DELL MONITORS (11)	N/A	SOUTH SAN FRANCISCO HS	
N10111 1/1/2017	1	DELL CHROMEBOOK 3100	5V8BM33	D.O. / TECHNOLOGY	
47948 1/1/2017	1	DELL CHROMEBOOK 3100	7JG8C33	D.O. / TECHNOLOGY	
N/A 1/1/2017	1	DELL LATITUDE E6520	12H56Q1	D.O. / TECHNOLOGY	
42678 1/1/2017	1	ACER CHROMEBOOK R11	NXG55AAD117080BB0B7600	D.O. / TECHNOLOGY	
N21496 1/1/2017	1	DELL CHROMEBOOK 3100	F8S5L73	D.O. / TECHNOLOGY	

Declaration of Surplus Items						
Fixed Date in Asset Tag # Service	Qty	Description	Serial Number	Location		
N14345 1/1/2017	1	DELL CHROMEBOOK 3100	2CF1Z33	D.O. / TECHNOLOGY		
N14274 1/1/2017	1	DELL CHROMEBOOK 3100	10Z3B43	D.O. / TECHNOLOGY		
N22272 1/1/2017	1	DELL CHROMEBOOK 3100	7ZVWQF3	D.O. / TECHNOLOGY		
N11088 1/1/2017	1	DELL CHROMEBOOK 3100	FDX4X33	D.O. / TECHNOLOGY		
48030 1/1/2017	1	DELL CHROMEBOOK 3100	5HG8C33	D.O. / TECHNOLOGY		
Total Items:	97					

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: January 25, 2024
RE: Acceptance of Gifts

BACKGROUND:

The District has received the attached list of cash and in-kind gifts during the month of December 2023.

FISCAL IMPLICATIONS:

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

RECOMMENDATION:

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

**TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT –
ACCEPTANCE OF GIFTS FOR DECEMBER 2023.**

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

\$100 from Louis Stephen Simondi to El Camino High School in support of the football team's projects and activities.

\$100 from Lois and John Jacobson to El Camino High School in support of the football team's projects and activities.

\$12,751.90 from multiple parents via the Snap Mobile App to El Camino High School in support of all upcoming Spring activities and assemblies.

\$50,000 from Buri Buri ASB to Buri Buri Elementary School in support of the academic and enrichment growth of BBES Students.

\$355 from multiple donors of the Personalized Santa Hats Event to Westborough Middle School in support of academic excellence.

\$298.28 from Custom Ink to Westborough Middle School in support of academic excellence.

\$468 from multiple donors of the Music Concert Door Event to Westborough Middle School in support of academic excellence.

\$1,820 from multiple donors to Westborough Middle School in support of academic excellence.

\$20 from the SF Giants Baseball Club to Monte Verde Elementary School in support of student and teacher needs, for use under the principal's discretion.

\$723.39 from Shutterfly, LLC to Monte Verde Elementary School in support of student and teacher needs, for use under the principal's discretion.

\$300 (2 - \$150 checks) from Pauline Rosales via PG&E to Monte Verde Elementary School in support of student and teacher needs, for use under the principal's discretion.

\$36.20 from Box Tops for Education-General Mills to Ponderosa Elementary School in support of student and school needs.

\$1,500 from Lexus of Serramonte to El Camino High School in support of the Wrestling Program.

\$100 from Amanda Kainer of the Kainer Revocable Trust to South San Francisco High School for the Larry Bissen Memorial Scholarship.

\$50 from Raymond Favetti and Katherine Favetti to South San Francisco High School for the Alcalde Family Scholarship.

\$4,550 from Jevon and Srey Price of Forge HQ to Ponderosa Elementary School in support of student and school needs.

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: January 25, 2024
RE: Acceptance of 2023-24 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 fundraisers are being submitted for approval:

South San Francisco High School

ASB	Dippin’ Dots Fundraiser - Selling ice cream throughout the month of February. Commencing every Friday in February 2024. New Horizons Bakery Fundraiser - Selling baked goods such as pork buns, sugar donuts, tarts, and more. Commencing January 26, 2024 from 7:30 a.m. to 8:30 a.m. Speedy’s Pizza Fundraiser - Selling Deep Fried Oreos from Speedy’s Restaurant to raise money for Winter Ball. Commencing January 30, 2024.
AVID	Stuffed Animal Fundraiser - Selling stuffed animals with adoption certificates. Commencing February 14, 2024.
Color Guard Club	MOD Pizza Restaurant Takeover - Restaurant located at the Serramonte Shopping Center.

Pastries, Cookies, and Ice Cream Sale - Selling after school in front of the school gates. Commencing February 16, 2024.

Ballet Folklórico Club Snack Fundraiser - Selling various snacks during the soccer game. Commencing February 8, 2024 and all upcoming soccer games for the remainder of the 2023-24 school year.

Positive Planet Project Chip/Candy Box Fundraiser - Selling chocolate covered pretzels and assorted candies. Commencing January 29, 2024 through February 9, 2024.

Chipotle Restaurant Takeover - Commencing March 6, 2024 from 4 p.m. to 6 p.m.

Plant Fundraiser - Selling succulents for \$3 each. Commencing March 1, 2024 from 4 p.m. to 8 p.m.

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: January 25, 2024
RE: Professional Services Agreements Under \$25,000

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Business Services

- \$9,500 ProTech - Protech will tailor its services to the areas and materials of concern for their upcoming HVAC renovation project. Specific areas of focus are HVAC upgrade impact areas: Sunshine Gardens ES buildings A and E, ECHS buildings H and J, Ponderosa ES building B, WMS buildings E, F and K, and Monte Verde ES building H and J. Commencing December 2023.

- \$23,070 Raposo Engineering - The existing storm line at Sunshine Gardens ES has failed due to various reasons including age and tree roots infiltrating. Raposo will provide the following services: Dig and demolish part of the asphalt yard and piping, removing all spoils, provide new storm line pipe and backfill all trenches with base rock. Commencing December 2023 through January 2024.

- \$3,500 Raposo Engineering - Providing fence removal services at the Sunshine Gardens ES site, as well as removal of shrubs and two tree stumps. Raposo will also haul away debris. Commencing December 2023 through January 2024.

\$2,532 R&S Construction Management - Providing additional work associated with the retaining wall at the south end of the newly installed ramp. The work pertains to the El Camino Accessible Pathway ADA Ramp Project. Commencing December 2023.

\$12,648.33 R&S Construction Management - Providing landscaping repairs which includes irrigation repair and planting for the El Camino Accessible Pathway ADA Ramp Project. Commencing December 2023.

District Office – Ed Services

\$3,850 Bay Area Writing Project (amendment to original contract) - Offering a total of four 2-hour professional development workshops for Middle and high school English teachers. Commencing throughout the 2023-24 school year.

\$10,000 Niroga Institute - Providing two 2-hour DMind Wellness Professional Development Workshops for 50 staff members. DMind will teach practices of self-care, as well as student emotion regulation and de-escalation, learning readiness, and motivation. Commencing January 2024.

\$7,000 Equal Opportunity Schools (EOS) - Providing PD training that focuses on strengthening educator and system leader capacity to increase access, belonging, and success in rigorous college and career-prep secondary school courses for students. EOS focuses on challenging high school courses such as Advanced Placement, International Baccalaureate, Dual Credit, and more. Commencing December 2023 through January 2024.

Martin Elementary School

Not to Exceed \$12,320 StarVista - Providing individual and group school-based mental health counseling to students, identify student needs, conduct risk assessments and develop safety plans for students, parent education, and collaborate with school staff to coordinate interventions to address client issues. Commencing February 1, 2024.

FISCAL IMPLICATIONS:

Listed above.

RECOMMENDATION:

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources and Student Services

DATE: January 25, 2024

RE: Quarterly Report on Williams Uniform Complaints – October 1, 2022 through December 31, 2023

BACKGROUND:

The passage of legislation in the wake of the Williams Case Settlement (Education Code Section 35186) requires all school districts in California to prepare a report summarizing data on the nature and resolution of all Williams Uniform Complaints received by the district in the past three months. Districts must submit these reports even if there have been no complaints received during that time period. The information is to be reported publicly at a governing board meeting and submitted to the County Superintendent of Schools in April, July, October, and January.

No complaints were filed this quarter.

FISCAL IMPLICATIONS:

None

STAFF RECOMMENDATION:

For information only.



Quarterly Report – Williams Uniform Complaints [Education Code § 35186]

District: South San Francisco Unified School District

Name & Title of Preparer: J. Marwan Hannon, Assistant Superintendent, Human Resources

- Quarter Reported: [] 1st Quarter: July 2023 through September 2023 – Due October 2023 [x] 2nd Quarter: October 2023 through December 2023 – Due January 2024 [] 3rd Quarter: January 2024 through March 2024 – Due April 2024 [] 4th Quarter: April 2024 through June 2024 – Due July 2024

Date for information to be reported publicly at governing board meeting: 01/25/2024

Please check the box that applies:

- [x] No complaints were filed with any school in the district during the quarter indicated above. [] Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints. Copies of the complaint and the district’s written response will be submitted along with this report.

Table with 4 columns: General Subject Area, Number of Complaints Received, Number of Complaints Resolved, Number of Complaints Unresolved. Rows include Instructional Materials and Textbooks, Facility Conditions, Teacher Vacancy or Misassignment, and TOTAL.

SHAWN TERRA MOORE

Name & Signature of Superintendent

Date: 01/25/2024

Sign and date the report after it is presented at your board meeting. Please submit the executed report to Systems for District Improvement via email at sdi@smcoe.org.

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: January 25, 2024

RE: Governor’s 2024-25 Budget Update

BACKGROUND:

Governor Newsom recently released his budget proposal and his preliminary assumptions for the 2024-25 State of California budget. The release of the Governor’s State Budget proposal in January begins the process for legislative consideration of the State Budget. It also provides critical information for staff to update the district’s 2nd Interim Financial Report and multi-year projection. Staff will provide a brief overview as well as any potential implications for SSFUSD.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

For Information/Discussion only.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #24-01

**AFRICAN AMERICAN HISTORY MONTH
FEBRUARY 1 - FEBRUARY 29, 2024**

*WHEREAS, “Negro History Week” was established in February 1926 and grew in popularity to eventually be designated as **African American History Month** by Presidential Proclamation in 1976; and*

*WHEREAS, this year’s theme is: “**African Americans and the Arts**”; which celebrates how African Americans artists including poets, writers, visual artists, and dancers have historically served as change agents through their crafts; and*

WHEREAS, the month of February was chosen as it marks the birthday of abolitionist Frederick Douglass and President Abraham Lincoln, both of whom dramatically affected the lives of African Americans; and

WHEREAS, the purpose of African American History Month is to recognize the important role that African Americans have played in the history of our country and to acknowledge the injustices they have suffered and the challenges they continue to face and strive to overcome; and

WHEREAS, African Americans have contributed economically, culturally, and socially to the development of United States history, especially in the area of human rights; and

WHEREAS, African Americans have progressively served as elected and appointed officials at the local and national levels, including Patsy Jo Hilliard who was the first African American and woman to serve on the South San Francisco Unified School District’s Board of Trustees from 1975-1980; and

WHEREAS, California Education Code Section 51204.5 specifically calls for instruction in the social sciences to include the study of the role and contributions of African 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 African Americans during **African American History Month**.*

REGULARLY PASSED AND ADOPTED this 25th day of January 2024.

AYES in Favor of Said Resolution

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #24-02

WEEK OF THE SCHOOL COUNSELOR – FEBRUARY 5-9, 2024

*WHEREAS, the **Week of the School Counselor** focuses attention on the unique contributions of these highly-trained professionals who guide students in their educational journeys by providing educational, career, and personal/social development; and*

WHEREAS, they are a source of continuity for students amidst changes and challenges both within and outside of school, and

WHEREAS, in the K-12 education system, school counselors make sure students have the social and emotional skills to be successful now and in the future and provide opportunities for exploration to ensure those students forge their best path forward; and

WHEREAS, they provide a safe and comfortable space to meet students' needs whether in group settings or in one-on-one sessions, oftentimes before students even realize they are in need of this support; and

WHEREAS, school counselors provide constant advocacy and creatively remove barriers to learning and engaging with peers, always leading with putting students first; and

WHEREAS, in the last few years when everyone from students, teachers, and families have required more extensive support than usual, school counselors have faced new challenges, but were always there to lend a helping hand and find a way to turn anxiety, confusion, or fear into positive, supportive, and productive action; and

WHEREAS, through their work in helping to build a positive school climate, school counselors model effective conflict resolution and collaboration and their leadership has had a positive effect throughout the SSFUSD community;

NOW, THEREFORE, BE IT RESOLVED, that the South San Francisco Unified School District Board of Trustees hereby commends the school counselors for the contributions they make daily to advance the health, well-being, and academic achievement of students during the Week of the School Counselor.

REGULARLY PASSED AND ADOPTED this 25th day of January 2024.

AYES in Favor of Said Resolution

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Keith B. Irish – Assistant Superintendent of Educational Services and Categorical Programs
Sabrina Yacoub, Director of Special Education

DATE: January 25, 2024

RE: Approval of the Special Education Agreement with Lindamood-Bell for Tutoring Services January 2024 to January 2025.

BACKGROUND:

Lindamood-Bell (LMB) is a reading intervention program. As noted on their website (Lindamoodbell.com), Lindamood-Bell is a private institution that teaches children and adults reading and comprehension. LMB utilizes intensive, evidence based instruction rooted in the theory of cognition, that reading and comprehension are cognitive acts, and utilizes sensory-cognitive instruction tailored for individuals with learning challenges, including dyslexia, ADHD, and autism. This contract will set up tutoring services from January 2024 through January 15, 2025. SSFUSD has one student requiring these services for this one calendar year.

FISCAL IMPLICATIONS:

The agreement shall not exceed \$56,000 and will be paid out of the risk management fund.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve this agreement with Lindamood-Bell for tutoring services in order to fulfill administrative agreement requirements beginning January 2024 – January 15, 2025.



INDIVIDUAL STUDENT INSTRUCTION CONTRACT

This Individual Student Instruction Contract is written December 5, 2023 between South San Francisco Unified School District and Lindamood-Bell Learning Processes, a California corporation ("LBLP"). School District is contracting with LBLP to provide instructional services for (student). LBLP shall provide the services identified in this Contract beginning on or after January 2, 2024 and terminating on or before January 31, 2025 to be provided by the Menlo Park Learning Center.

Summary of Student Instruction

300 sessions of 1:1 sensory-cognitive instruction @ \$167.06* each for a Contract total not to exceed \$50,118

*Includes a partial school year discount (regular rate is \$179 per session)

1. NOTICES AND CONTACT INFORMATION

All notices provided for by this Contract shall be in writing and may be delivered personally or via standard or electronic mail or via facsimile to the following addresses:

Contracts/Notices to School District:

Sabrina Yacoub
398 B Street
South San Francisco, CA 94080
Phone: 650-870-8700
syacoub@ssfusd.org

Contracts/Notices to Lindamood-Bell Learning Processes:

Deedee Beauchamp, Manager of Contracted Instruction
416 Higuera Street
San Luis Obispo, CA 93401
Phone: 805-541-3836, extension 9768
deedee.beauchamp@lindamoodbell.com

Payment for services shall be mailed to:

Lindamood-Bell, Menlo Park
477 9th Ave, Suite 112
San Mateo, CA 94402
Phone: 650-530-3682

For questions regarding instruction, scheduling, and billing:

Bruce Treichel, Center Director
bruce.treichel@lindamoodbell.com
Arnulfo Benitez, Office Manager
arnulfo.benitez@lindamoodbell.com

Payment may be mailed to either the learning center or to the corporate office (addresses above). Unless the School District requires a signed hardcopy of this Contract prior to LBLP providing services to the Student, or the School District notifies LBLP of its preference to receive communications in paper form, it is LBLP's policy to accept and retain all records in electronic form, including signed documents transmitted via fax, email or any other electronic method.

2. CONTRACT RELATIONS

The services LBLP shall provide to the School District, and the rates payable by the School District for those services are identified above in the "Summary of Student Instruction." Changes in the administrative or financial agreements of the Contract which do not alter the agreement that outlines the Student's educational instruction, services, or placement may be made at any time during the Term, as mutually agreed in writing by LBLP and the School District.

3. INDEPENDENT STATUS

The relationship between both parties established by this Agreement is that of independent contractors, and nothing contained in this Agreement shall be construed to give either party the power to direct and control the day-to-day activities of the other. Neither party is an agent, representative or partner of the other party. Neither party shall have any right, power or authority to enter into any agreement for, or on behalf of, or incur any obligation or liability of, or to otherwise bind, the other party. This Agreement shall not be interpreted or construed to create an association, agency, joint venture or partnership between the parties or to impose any liability attributable to such relationship upon either party.

4. SCHEDULING AND PAYMENT

LBLP shall submit invoices to the School District on a monthly basis for rendered instruction no later than thirty (30) days from the end of the attendance accounting period in which said services were provided. The School District shall make payment in an amount equal to the number of sessions rendered multiplied by the agreed upon rate indicated above in the "Summary of Student Instruction" within forty-five (45) days of receipt of invoice(s). A session of 30 minutes or less will be billed as a half hour. A session of more than 30 minutes will be billed as one hour. The School District and/or parents or guardians may reschedule a session with reasonable notice. If the session is rescheduled, the School District will not be billed for the originally scheduled instruction session(s). Sessions are 55 minutes long to allow for necessary student breaks, motivational activities, and staff transitions.

5. SUSPENSION AND TERMINATION

LBLP shall reserve instruction time for the Student and reserves the right to suspend or terminate services if the Student has inconsistent attendance due to unexcused absences or multiple missed instruction sessions without advance notice. LBLP will notify the School District and the Student's parents or guardians in regards to any attendance concerns.

LBLP reserves the right to suspend or terminate instruction, without prior notice, of any student who engages in behavior that is disruptive, incompatible with the learning environment or that poses a health or safety risk to other students or LBLP employees or agents. If it should become necessary to suspend a child's services, it is LBLP's aim to have the suspension be of a temporary nature. In the event of suspension or termination of services, the School District and the Student's parents or guardians will be immediately notified in order to address the issue of concern and to work toward a resolution. Whenever possible, every effort will be made to resolve issues without suspension or termination and to allow the student to be reinstated at a mutually agreed time.

This Contract may be terminated for cause in the event of either party's failure to perform under the terms and conditions of this Contract or material breach of any of its provisions. To terminate the Contract, either party shall give seven (7) calendar days' prior written notice to the other party. Upon termination, School District shall pay, without duplication, for all services performed and expenses incurred to date of termination. Notwithstanding the foregoing, this Contract may be terminated without advance notice if both parties agree to do so in writing; *provided, however*, that the School District shall remain obligated to pay for all services performed and expenses incurred to the date of termination.

6. PROGRAM SUPPORT AND PROGRESS UPDATES

LBLP's instruction program includes daily instruction with clinicians, consultant support for pacing, consultant interaction with parents or guardians and authorized school staff regarding student progress, and re-evaluation that will be completed near the end of instruction to review instructional gains and evaluate support and focus.

LBLP will provide a summary of Student's progress to the Student's parents or guardians, after approximately every 40 hours of instruction. A copy of the Student's progress will also be provided to the School District. The results of a post instruction evaluation will be provided to the School District and to the Student's parents or guardians at the end of the Student's instruction Term. The School District shall notify LBLP in writing if it chooses to waive its right to a copy of the Student's progress updates and evaluation results.

7. IEP ROLE (when applicable)

LBLP agrees to provide all necessary information to enable the IEP Team to draft an IEP's Goals and Objectives as well prepare for an IEP Team meeting. LBLP's primary role will be to share progress updates, evaluation results, and recommendations for Lindamood-Bell instruction. LBLP will not be responsible for drafting or assisting in drafting goals and objectives. LBLP may participate in an IEP meeting only upon reasonable notice from the School District and only in the limited capacity of explaining any results of testing or services, or the recommendations made for services.

8. STUDENT RECORDS AND DATA

The parties acknowledge and agree that all individual student records that are generated by the School District are intended to be confidential in nature. LBLP and its employees shall not disclose contents of any of the individual student records generated by the School District, its employees, or students, except as required by Federal or State law or court order, or with the prior written permission of the School District.

The School District may request access to the Student's instructional records and materials. LBLP shall respond to all such written requests in a reasonable period of time [not to exceed three business days]. LBLP shall provide copies of records in electronic form unless the School District requests printed copies. Student records include but are not limited to student work, documents, schedules, progress reports, evaluation results, attendance records, and invoices created specifically for or by the Student during the Term of this contract.

9. CONFIDENTIALITY AND RECORD RETENTION

Both parties acknowledge and agree to comply with all laws, rules and/or regulations, as applicable, pertaining to the confidentiality of information obtained, transmitted, reviewed, generated, requested, provided, maintained and/or otherwise utilized in connection with this Contract. This shall include, but not be limited to, the Individuals with Disabilities Education Act ("IDEA"), the Family Educational Rights and Privacy Act ("FERPA") and any other Federal and/or State law or regulation. Both parties shall comply with all record retention requirements applicable under Federal or State law to the records pertaining to this Contract and in no event shall records be retained for less than five (5) years from the Effective Date of this Contract.

10. USE OF MATERIALS

The School District recognizes and agrees that LBLP's program materials (collectively, the "Program Materials") consist of copyrighted works (collectively, the "Copyrights") and reflect trademarked brands (collectively, the "Marks"). Neither the School District nor its employees or agents shall (i) do anything in connection with the Program Materials, the Copyrights or the Marks that might in any way violate copyright or trademark laws applicable to the Program Materials and their use by School District pursuant to the terms and conditions of this Contract and/or (ii) copy or distribute any portion of the Program Materials without the express prior written permission of an officer of LBLP. The School District hereby acknowledges the

validity of each of the Copyrights and Marks, and neither the School District nor its agents shall in any way undertake any action or effort, directly or indirectly, to challenge the ownership or validity of the Marks or the Copyrights, or any other intellectual property of LBLP, Nanci Bell, Phyllis Lindamood, and/or Pat Lindamood. Any reference to all or any portion of the Program Materials in any and all of the School District's advertising materials, websites and other related documents or materials shall be in accordance with LBLP's then-current Terms of Use, a copy of which will be provided to the School District from time to time upon request, and reflect the appropriate disclaimer in a conspicuous manner.

11. INDEMNIFICATION AND HOLD HARMLESS

To the maximum extent permissible by law, LBLP shall indemnify and hold the School District and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors harmless against all liability, loss, damage, and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance of the Services, to the extent that such loss, expense, damage, or liability was proximately caused by the negligent or willful act or omission of LBLP, including, without limitation, its agents, employees, subcontractors, or anyone employed directly or indirectly by it.

To the maximum extent permissible by law, the School District shall indemnify and hold LBLP and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors harmless against all liability, loss, damage, and expense (including reasonable attorneys' fees) resulting from or arising out of (i) this Contract or its performance; and/or (ii) the need for LBLP to protect the Copyrights and/or the Marks, to the extent that such loss, expense, damage, or liability was proximately caused by the negligent or willful act or omission of the School District, including, without limitation, its agents, employees, subcontractors, or anyone employed directly or indirectly by it. The School District shall immediately notify LBLP of any known or expected violation or infringements of the Copyrights or the Marks, whether by an employee or agent of the School District, or by any third party. Further, the School District shall take no action with regard to any such infringements without prior written consent of LBLP.

Proof of insurance may be provided to the School District upon request.

12. CHOICE OF LAW AND VENUE

This Contract shall be deemed to have been made and executed in County of San Luis Obispo, California. The validity and interpretation of any of the terms of the Contract shall be governed by the laws of the State of California. Both parties expressly agree that venue for any dispute arising under this Contract shall be in the courts in and for the County of San Luis Obispo, California.

13. ARBITRATION

All disputes between LBLP and the School District shall be submitted to binding arbitration before a neutral arbitrator who is either a retired judge or an attorney with at least ten years experience. The parties understand that the results of the arbitration shall be binding upon the parties, and that they are waiving their rights to a jury trial. The selection of the arbitrator and location of any hearings before the arbitrator will be decided mutually between the parties within thirty (30) days of an election to arbitrate. If the parties cannot mutually agree on a proposed arbitrator, then the arbitration will be conducted in accordance with the provisions of the California Arbitration Act, Code of Civil Procedure 1280-1294.2. Any party may commence arbitration by sending a written demand for arbitration to the other parties. Such demand shall set forth the nature of the matter to be resolved by arbitration. The parties shall share equally all initial costs of arbitration. The prevailing party shall be entitled to reimbursement of attorneys' fees, costs, and expenses incurred in connection with the arbitration. Judgment may be entered upon any such decision in accordance with applicable law in any court having jurisdiction thereof. The arbitrator (if permitted under applicable law) or such court may issue a writ of execution to enforce the arbitrator's decision.

14. INSURANCE

LBLP shall secure and maintain throughout the term of this Contract the following insurance: (i) comprehensive general liability insurance with limits of not less than \$1,000,000 each occurrence and \$3,000,000 in the aggregate, umbrella liability \$3,000,000 each occurrence and \$3,000,000 in the aggregate, workers compensation and employers' liability \$1,000,000 each accident; (ii) errors and omissions in the amount of \$2,000,000 each occurrence and \$2,000,000 in the aggregate; (iii) abuse and molestation in the amount of \$1,000,000 each occurrence and \$3,000,000 in the aggregate.

Upon the District's request, all insurance policies shall include an endorsement stating that the School District, its Board, officers, agents and employees are named additional insureds. Insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the School District. An endorsement may be provided stating that it is primary to any insurance or self-insurance maintained by the School District and shall waive all rights of subrogation against the School District.

16. COVID-19 NOTICES

In the event of an exposure, the Learning Center may close for 14 days and transition to all online (remote) instruction.

We require all employees, students and visitors entering a Lindamood-Bell Learning Center to wear a face covering. Masks are not required during sessions, unless required by the county or state.

All employees, clients, and visitors at Lindamood-Bell's Learning Centers must practice physical distancing as required by federal, state, and local health authorities. This includes maintaining a distance of 6 feet from others when possible and avoiding large gatherings.

16. SEVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way and shall be construed in accordance with the purposes and tenor and effect of this Agreement.

17. ENTIRE AGREEMENT

This Agreement, including any exhibits, constitutes the entire Agreement between both parties concerning this transaction, and replaces all previous communications, representations, understandings, and Agreements, whether verbal or written between the parties to this Agreement or their representatives. No representations or statements of any kind made by either party, which are not expressly stated in this Agreement, shall be binding on such parties.

18. ALL AMENDMENTS IN WRITING

No waiver, amendment or modification of any provisions of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom such waiver, amendment or modification is sought to be enforced. Furthermore, no provisions in any other business forms used by either party will supersede the terms and conditions of this Agreement.

19. NO ASSIGNMENT

It is expressly understood that this Contract shall not be assigned or transferred by either party without prior written notice of the other party.

Each individual executing this Contract on behalf of a party hereto, by his or her signature, represents that he or she maintains full authority on behalf of the applicable party to execute this Contract, and thereby bind the applicable party to all covenants, duties and obligations contained herein.

The parties have executed this Contract by and through their duly authorized representatives:

For Lindamood-Bell Learning Processes

For South San Francisco School District

By: _____
Signature Date

By: _____
Signature Date

Printed Name of Authorized Representative

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: January 25, 2024

RE: Approval of New Course Proposals for the 2023-24 and 2024-25 School Years

The following courses are submitted to the Board of Trustees for consideration and approval for implementation:

- Construction Trades 2
- Green Engineering
- World Cultures
- Health Sciences 1

Each course is presented below with background information including an overview of course content, audience, and monitoring in the pages following. These courses have been developed by SSFUSD teachers as a collaborative effort across schools and are aligned with school and District priorities as well as California Curriculum Standards. As part of the review process, course development teams and site administrators were required to consider impact on master schedule and staffing, and how students would be supported to access and successfully complete the course.

1. [Construction Tech 2](#)

BACKGROUND:

This Career Technical Education program course is the second course in the pathway for South San Francisco High School, in the Building Trades industry sector. When South San Francisco High School was unable to offer an existing Wood Shop course due to staffing vacancy, a process for evaluating the feasibility of the course as a CTE pathway was determined. Based on labor market information (LMI) for San Mateo County, the decision was made to

change from offering an elective Wood Shop course, which was in the Cabinetry, Millwork, and Woodworking pathway to Construction Technology, which is in the Residential and Commercial Construction pathway. The jobs associated with this pathway are electrician, plumber, carpenter, estimator, and building inspector, and the job earnings associated with the Residential and Commercial Construction pathway are above living wage. Also according to the LMI, there will be an increase in demand for jobs between 2020-2025 in San Mateo County. The first course in this course pathway was offered as a pilot during the 2022-23 school year and in the 2023-24 school year the school added Construction Tech 2 as a second level of this 3-course pathway.

Course Description

Students have hands-on opportunities to learn all phases of basic residential construction, including carpentry, drywall, electrical, flooring, painting, plumbing, roofing, masonry, welding, and reading blueprints. Students learn about construction safety, foundations, framing, and proper use of tools, which will lead to opportunities to demonstrate acquired skills on construction projects such as scale model houses.

FISCAL IMPLICATIONS:

- Teacher professional development
- Textbooks and Review Book: \$9,600 for hardcover text and supplementary materials
- Additional tools and equipment: \$15,000
- Staffing - 0.2 FTE for the 2023-24 school year (1 section)

In addition to the general fund allocation to support these sections, CTE grant funds will be used to fund professional development and purchase supplies and equipment requested by the teacher.

Potential Impact

For the 2022-23 school year, SSFHS offered 3 sections of the course as a pilot for a total of 68 students. This course is being advertised to students as a CTE course that will also fulfill the 3rd year math requirement for SSFUSD and for college eligibility as an interdisciplinary elective. In turn, providing this additional option for a UC-approved “g” elective course will also positively impact our overall UC/CSU a-g rate and college and career readiness.

Monitoring Progress and Effectiveness

The viability of the program will be monitored with both quantitative and qualitative data including course enrollments and completions, grades, CTE pathway completion, UC/CSU a-g rate, California Dashboard College and Career Readiness rates, and student and teacher feedback.

2. Green Engineering

BACKGROUND:

SMCOE was awarded K12 Strong Workforce Program grant funding for the proposal “Extending the CTE-STEM Pipelines into our Middle Schools”. SSFUSD was part of the SMCOE consortium and as a result were given access to the Green Career Awareness modules. The modules were created by San Mateo County educators with science and green career backgrounds. Two middle school teachers were trained in four green career modules: Agriscience, Green Engineering #1, Green Engineering #2, and Industrial Biotechnology. One of the modules aligns with the Biotechnology pathway at the high school and the other three modules align with the Engineering and Architecture industry sectors and pathways that we are exploring offering at the district high schools.

Course Description

In this course, students engage in hands-on projects to learn about four topics related to green careers awareness: solar power and clean energy; carbon sequestration in agriculture; using bioplastics to replace chemically produced plastics; and using computer science and coding to benefit sustainability and environmental causes. Students can apply this knowledge to their daily lives and decision-making, and may explore career paths related to these topics.

FISCAL IMPLICATIONS:

- Teacher professional development
- Instructional Materials, using SMCOE Strong Workforce Program implementation funds and Additional tools and equipment: \$33,200 combined
- Staffing - 0.4 FTE for the 2023-24 school year (2 sections)

Potential Impact

This course is being offered in the 2023-24 school year as a pilot elective course for middle school students. After taking this course, students interested in continuing with related topics may select elective courses including several Project Lead the Way engineering and technology courses in middle school and Health Sciences, Construction Tech, or Biotechnology pathway courses in high school.

Monitoring Progress and Effectiveness

The viability of the program will be monitored with both quantitative and qualitative data including course enrollments and completions, grades, and student and teacher feedback.

3. World Cultures

BACKGROUND:

This course was proposed as an academic elective course for students as the District transitioned to a new schedule format that provided more flexibility for students to take electives. The World Cultures elective class is designed to be an educational and comprehensive yet fun way of further developing students' academic skills in social studies and a deeper appreciation of world cultures needed to understand the world and navigate through the complex world of modern information. Of equal importance is the ability for students to make cultural connections between their unique cultures and the World Cultures studied during these units.

Course Description

This course is designed to give middle school students a deeper understanding of how and why the world's various cultures formed, developed, connected through trade, travel, and have for thousands of years, been uniquely influenced by each other. Through students bringing their own cultural diversity along varied units of study, this elective class strives to not only supplement traditional Social Studies courses but also creates and expands new educational opportunities such as expansive group project opportunities and developing middle school students' ability to connect the world with our personal cultural experiences, bridging the gap between local, regional, national, and international.

Fiscal Implications

- Teacher professional development
- Instructional materials: \$3,600 for teacher resources, student text, and supplementary materials
- Staffing - 0.2 FTE for the 2023-24 school year (1 section)

Potential Impact

This course is being offered in the 2023-24 school year as a pilot elective course for middle school students. Elective courses at the middle schools include offerings in visual and performing arts, technology and engineering, and academic electives such as this course to provide students a broad course of study.

Monitoring Progress and Effectiveness

The viability of the program will be monitored with both quantitative and qualitative data including course enrollments and completions, grades, and student and teacher feedback.

4. [Health Sciences 1](#)

BACKGROUND:

This Career Technical Education (CTE) program course is the first course in a new pathway for ECHS, in the Health Sciences and Medical Technology industry sector. In a survey administered to SSFHS and ECHS students two years ago, one of the top three CTE industry sectors and pathways of interest was Health Sciences and Medical Technology, specifically Patient Care. Providing students with a foundation of human anatomy and physiology that is targeted towards the health sciences and medicine career paths, along with hands-on experience, allows students to prepare for college courses that will lead them to careers in those fields.

Course Description

Students will learn about history and trends in health care, medical terminology, human anatomy and physiology, human growth and development, health care systems, and careers in health care.

Fiscal Implications

- Teacher professional development
- Textbooks and Review Book: \$6,058.50 for hardcover text and supplementary materials
- Additional tools and equipment: \$11,500
- Staffing - 0.2 FTE for the 2023-24 school year (1 release period for course development and training); 0.6 FTE for the 2024-25 school year

In addition to the general fund allocation to support these sections, CTE grant funds will be used to fund professional development and purchase supplies and equipment requested by the teacher.

Potential Impact

For the 2024-25 school year, ECHS is planning to offer up to 3 sections of the course as a pilot. This course is being advertised to students as a CTE course for students who are interested in health science-related careers and may draw from students who would otherwise take the Anatomy and Physiology science elective course. SSFUSD plans to continue to develop and add 2 more courses to complete this CTE pathway in Health Sciences over the next few years.

Monitoring Progress and Effectiveness

The viability of the program will be monitored with both quantitative and qualitative data including course enrollments and completions, grades, CTE pathway completion, UC/CSU a-g rate, California Dashboard College and Career Readiness rates, and student and teacher feedback.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approves the following two new CTE courses, **Construction Tech 2**, for implementation at SSFHS, **Green Engineering**, for implementation at Westborough MS, and **World Cultures**, for implementation at Parkway Heights MS in 2034-24, and the new CTE course, **Health Sciences 1**, for implementation at ECHS, beginning in the 2024-25 school year.

New Course Proposal Form

Author Tariq Ali	Date 9/16/2023
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Course Title	Construction Technology 2				
Course Description	Students have hands-on opportunities to learn all phases of basic residential construction, including carpentry, drywall, electrical, flooring, painting, plumbing, roofing, masonry, welding, and reading blueprints. Students learn about construction safety, foundations, framing, and proper use of tools, which will lead to opportunities to demonstrate acquired skills on construction projects such as scale model houses.				
Length of Course	<input type="checkbox"/> Semester • Year <input type="checkbox"/> Other				
Grade Level	<input type="checkbox"/> 9-12	<input type="checkbox"/> 9	<input type="checkbox"/> 10	• 11	• 12
Department	<input type="checkbox"/> English <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Social Science <input type="checkbox"/> World Language <input type="checkbox"/> Physical Education <input type="checkbox"/> Visual & Performing Arts • Career Technical Education* <input type="checkbox"/> Other				
	*If CTE, indicate the Industry Sector and Pathway: Residential and Commercial Construction				
Prerequisite	Construction Technology 1				
Corequisite					
Is Course A-G	<input type="checkbox"/> No	<ul style="list-style-type: none"> • Yes. If yes indicate the A-G category <input type="checkbox"/> A- History <input type="checkbox"/> B- English <input type="checkbox"/> C- Math <input type="checkbox"/> D- Science (lab) <input type="checkbox"/> E- World Language <input type="checkbox"/> F- Fine Art (cannot be taught online) • G- Elective <ul style="list-style-type: none"> <input type="checkbox"/> History/Social Science <input type="checkbox"/> English <input type="checkbox"/> ELD <input type="checkbox"/> Math <input type="checkbox"/> Math/Computer <input type="checkbox"/> Lab Science Biology/ Life Science <input type="checkbox"/> Physical Science <input type="checkbox"/> Integrated Science <input type="checkbox"/> Language other than English <input type="checkbox"/> Visual and Performing Arts • Interdisciplinary 			
Honors Credit?	• No	<input type="checkbox"/> Yes <i>You can only write for honors credit if an existing course with the same title has been approved for College Prep credit.</i>			
Is the course Online, Hybrid, or Classroom Based?	Classroom Based				

Please answer the questions below:

- 1. Rationale for Course: Please describe the need for this course/change. (Considerations might include graduation requirements, student interest, differentiation for student need, compliance issues)**

Prior to the COVID-19, South San Francisco High School had a Wood Shop pathway course. The course closed after the teacher retired and the district was unable to find a teacher with a CTE credential in Building and Construction Trades. Counselors would regularly ask the CTE Coordinator and site administrators if the Wood Shop class would be offered again because students were interested in taking Wood Shop courses. Upon considering bringing back the course to South San Francisco High School, labor market information was reviewed.

The labor market information (LMI) for San Mateo County indicates that the job earnings associated with the Cabinetry, Millwork, and Woodworking pathway are not above the living wage of \$68,454 and there is a projected decline between 2020-2025 for cabinet making and millworking. Considering this information, the decision was made to change Wood Shop, which was in the Cabinetry, Millwork, and Woodworking pathway to Construction Technology 1 & 2, which is in the Residential and Commercial Construction pathway. The jobs associated with this pathway are electrician, plumber, carpenter, estimator, and building inspector. The job earnings associated with the Residential and Commercial Construction pathway is above living wage. Also according to the LMI, there will be an increase in demand for jobs between 2020-2025 in San Mateo County.

- 2. Do you have sufficient highly qualified staff to teach this course?**

A teacher has been identified to teach the course. The teacher has the industry experience that would allow the teacher to apply for a CTE credential in Building and Construction Trades.

- 3. Do you have the necessary facilities, equipment, and materials?**

Construction Technology 2 will be in S-2 at South San Francisco High School, which is the former Wood Shop classroom. The S-2 classroom had equipment, lumber, and hand tools, but some items needed to be replaced. Grant funds were used to purchase supplies and materials that the instructor requested.

- 4. What is the anticipated enrollment in this course?**

Sections: 2 to 3
 Enrollment: 20-25/section
 Recruitment: Counselors, Course Description in Counseling Office and Course Selection Sheets

- 5. Funding**

Items Needed	Estimate Cost (if known)
Textbooks	\$6120
Supplementary materials	\$3500

January 25, 2024

Staffing	1 (2-3 sections)
Technology	
Other (hand tools, lumber)	\$15,000

COURSE OVERVIEW

In 3 - 5 sentences, describes overarching content and goals of the course

Students who complete the Residential and Commercial Construction pathway (Construction Technology 1 and 2) would be eligible to enroll in the [Trades Introduction Program \(TIP\)](#) in San Mateo. TIP is an apprenticeship readiness training program that prepares students for construction careers. Some of the topics covered in TIP are OSHA 10 certification, tool identification and usage, and basic construction math. These topics will be covered in Construction Technology 2 which will provide students enrolled in the course with early exposure to the TIP curriculum.

Construction Technology II Student Learning Outcomes:

- To introduce and master shop/construction safety precaution and awareness
- To reinforce basic math skills by incorporation of practical application in construction
- To identify hand and power tools and describe their uses
- To introduce reading and interpreting construction blueprints
- To identify construction materials and describe their uses.

HISTORY OF COURSE DEVELOPMENT

Describe the background for course development, including how the need for the course was determined, who was involved, and timeline.

Construction Technology would be replacing the Wood Shop course. As aforementioned, the labor market and cost of living aligns more with the Residential and Commercial Construction pathway in comparison to Cabinetry, Millwork, and Woodworking pathway. The Construction Technology 1 course incorporates construction math (Algebra and Geometry) which could reinforce and improve math skills in the traditional math courses. The CTE Coordinator consulted with Silicon Valley CTE, which has an established Construction Technology course and curriculum. The CTE Coordinator was also connected with TIP through the SMCOE. TIP has expressed that the field of Building and Construction Trades are facing a shortage in a skilled workforce to meet the labor demands in San Mateo County.

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 1: Title _____ Introduction To Masonry
*PLEASE DUPLICATE THIS CHART FOR EACH UNIT

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Students will develop the ability to describe modern masonry materials and techniques.
- Students will be able to recognize the basic safety precautions when working with masonry materials.
- Students will be able to explain how to mix mortar and lay masonry units.
- Students will be able to describe the skills, attitudes, and abilities needed to be a successful mason.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

This unit requires that trainees demonstrate the ability to properly mix mortar by hand and lay masonry units. Students will properly mix mortar by hand. Students will also properly spread mortar using a trowel. Safety is paramount in the masonry trade and safe habits and practices must be emphasized whenever possible. Performance Tasks must be completed under your supervision. Each trainee must use required PPE and follow safe tool practices and procedures.

Assessments: (Fall and Spring finals. Include proficiency scale)

Brick Positions Quiz

Students will identify the brick positions and list where they might be used.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 2: Title _____ Floor Systems ____
*PLEASE DUPLICATE THIS CHART FOR EACH UNIT

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Read and interpret specifications and drawings to determine floor system requirements.
- Identify the different types of framing systems.
- Identify floor system components.
- Describe the construction methods for floor systems, and identify floor system materials.
- Estimate the amount of material needed for a floor assembly.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

This unit describes the layout and construction procedures for floor systems, including how to read and interpret construction drawings and specifications, and how to identify different types of framing systems, floor system components, and floor system materials. It also covers how to estimate the amount of materials needed for a floor assembly and on some common alternative floor systems.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 3: Title _____ Wall Systems _____

***PLEASE DUPLICATE THIS CHART FOR EACH UNIT**

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Identify the components of a wall system.
- Describe the procedure for laying out a wood frame wall, including plates, corner posts, door and window openings, partition Ts, bracing, and fire-stops.
- Describe the correct procedure to assemble, erect, and brace exterior walls for a frame building.
- Describe wall framing techniques used in masonry construction.
- Describe the correct procedure to estimate the materials required to frame walls.
- Identify alternative wall systems.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students demonstrate the procedures for laying out and framing walls, including roughing-in door and window openings, constructing corners and partition Ts, bracing walls, and applying sheathing. The unit also includes estimating materials required to frame walls.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 4: Title _____ Basic Stair Layout _____

***PLEASE DUPLICATE THIS CHART FOR EACH UNIT**

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Identify the types of stairways.
- Identify the various components associated with stairs.
- Identify terms associated with stair framing.
- Describe the procedure used to determine the total rise, number and size of risers, and number and size of treads required for a stairway.
- Describe the procedure to lay out and cut stringers, risers, and treads.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

This unit requires that students demonstrate the safe construction of stairways. Calculate the total rise, number and size of risers, and number and size of treads required for a stairway. Lay out and cut a stringer.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 5: Title Ceiling Joist and Roof Framing *PLEASE DUPLICATE THIS CHART FOR EACH UNIT

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Identify the components of ceiling framing.
- Identify common types of roofs used in residential construction.
- Identify the components and define the terms associated with roof framing.
- Describe the methods used to lay out a common rafter.
- Describe how to erect a gable roof.
- Describe how to frame a basic gable end wall.
- Recognize the use of trusses in basic roof framing.
- Describe the basics of roof sheathing installation.
- Describe how to perform a material takeoff for a roof.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

This unit requires that students demonstrate the safe framing of ceilings and roofs. Safety is paramount in the carpentry trade and safe habits and practices will be emphasized. Each student must use required PPE and follow safe tool practices and procedures.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 6: Title _____ Roofing Applications
*PLEASE DUPLICATE THIS CHART FOR EACH UNIT

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Explain the safety requirements for roofing projects.
- Identify the tools and fasteners used in roofing.
- Identify the different roofing systems and their associated materials.
- Describe the installation techniques for common roofing systems.
- Describe the estimating procedure for roofing projects.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will be able to describe how to properly prepare the roof deck and install roofing for residential and commercial buildings. Students will demonstrate how to install composition shingles on a specified roof and valley. Demonstrate the method to properly cut and install the ridge cap using composition shingles. As well as, demonstrate the techniques for installing other selected types of roofing materials.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 7: Title _____ Exterior Finishing
*PLEASE DUPLICATE THIS CHART FOR EACH UNIT

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Explain the safety requirements for roofing projects.
- Identify the tools and fasteners used in roofing.
- Identify the different roofing systems and their associated materials.
- Describe the installation techniques for common roofing systems.
- Summarize how to be connected to the industry through an organization like SkillsUSA.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

This module requires that students demonstrate the ability to install various types of exterior finish materials and their installation procedures, including wood, metal, vinyl, and fiber-cement siding. Students will install three of the most common siding types in your area. Students will also estimate the amount of lap or panel siding required for a structure.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Unit 8: Title _____ Electrical Safety *PLEASE DUPLICATE THIS CHART FOR EACH UNIT

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

- Recognize safe working practices in the construction environment.
- Explain the purpose of OSHA and how it promotes safety on the job.
- Identify electrical hazards and how to avoid or minimize them in the workplace.
- Explain electrical safety issues concerning lockout/tagout procedures, confined space entry, respiratory protection, and fall protection systems.
- Develop a task plan and a hazard assessment for a given task and select the appropriate PPE and work methods to safely perform the task.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

This unit introduces the students to the safety rules and regulations for electricians, including the necessary precautions for avoiding various job site hazards. Students will perform a hazard assessment of a job (i.e. replacing the lights in the classroom). Students will also plan an escape route in the event of an accident.

Assessments: (Fall and Spring finals. Include proficiency scale)

Trade Terms/Review Questions Quiz

Students must complete a quiz on the unit trade terms and the review questions.

Examination and Performance Testing

Students take the Unit Examination and Performance Tests. Students must answer at least 70 percent of the questions correctly to pass the Unit Examination and perform at a pre-apprentice level on Performance Tests.

Instructional Materials

List instructional Materials for this Course (you should list all material used in the course of the year)

Type of Material: Textbook, literary text, manual, periodical, scholarly article, website, primary doc, other	Author	Publisher	Edition, Year	URL	Primary book/ read it its entirety? Yes, no
Textbook	Leonard Koel	American Technical Publishers	7th, 2021	Textbook Package	Yes
Workbook	Thomas E. Proctor	American Technical Publisher	7th, 2021	Workbook	Yes
Instructor Resources		American Technical Publisher	7th, 2021	Instructor Resources	No

Signatures:

Site Approval by		Date
District Approval by		Date

Course Code Information (District Office Use Only)

Course Title	
Short Course Title	
Course ID	
Department	
Grade High-Low	
State Category Code	

New Course Proposal Form

Author Jennifer Rockett	Date June 2023
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Course Title	Green Engineering			
Course Description	In this course, students engage in hands-on projects to learn about four topics related to green careers awareness: solar power and clean energy; carbon sequestration in agriculture; using bioplastics to replace chemically produced plastics; and using computer science and coding to benefit sustainability and environmental causes. Students can apply this knowledge to their daily lives and decision-making, and may explore career paths related to these topics.			
Length of Course	<input checked="" type="checkbox"/> Semester <input type="checkbox"/> Year <input type="checkbox"/> Other			
Grade Level	<input type="checkbox"/> 6-8	<input checked="" type="checkbox"/> 6	<input checked="" type="checkbox"/> 7	<input type="checkbox"/> 8
	<input type="checkbox"/> 9-12	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11
Department	<input type="checkbox"/> English <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Social Science <input type="checkbox"/> World Language			
	<input type="checkbox"/> Physical Education <input type="checkbox"/> Visual & Performing Arts <input checked="" type="checkbox"/> Career Technical Education* <input type="checkbox"/> Other			
Prerequisite	None			
Corequisite				
Is Course A-G	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes. If yes indicate the A-G category <input type="checkbox"/> A- History <input type="checkbox"/> B- English <input type="checkbox"/> C- Math <input type="checkbox"/> D- Science (lab) <input type="checkbox"/> E- World Language <input type="checkbox"/> F- Fine Art (cannot be taught online) <input type="checkbox"/> G- Elective <input type="checkbox"/> History/Social Science <input type="checkbox"/> English <input type="checkbox"/> ELD <input type="checkbox"/> Math <input type="checkbox"/> Math/Computer <input type="checkbox"/> Lab Science Biology/ Life Science <input type="checkbox"/> Physical Science <input type="checkbox"/> Integrated Science <input type="checkbox"/> Language other than English <input type="checkbox"/> Visual and Performing Arts <input type="checkbox"/> Interdisciplinary		
Honors Credit?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <i>You can only write for honors credit if an existing course with the same title</i>		

has been approved for College Prep credit.

Is the course Online, Hybrid, or Classroom Based?

Classroom Based

Please answer the questions below:

- 1. Rationale for Course: Please describe the need for this course/change. (Considerations might include graduation requirements, student interest, differentiation for student need, compliance issues)**

Students' career exploration should begin before they get to high school. One of the [CTE regional priorities](#) is exposure to industry sectors with “relatively high percentage of livable wage jobs directly accessible with a community college education; the changing nature of work within the sector due to rapidly evolving technology; the importance of skills taught within the sector to occupations across all sectors; the importance of diversifying the workforce in the sector to achieve greater equity; and the priority ranking issued by both colleges and Regional Priority Committee members”. Three of those priority sectors are Agriculture, Water, and Environmental Technologies, Energy Construction and Utilities, and Life Sciences-Biotechnology. Early exposure to these priority sectors with the opportunity to explore California’s industry sector, especially their shifts toward environmentally-sustainable and socially-responsible practices will encourage students to use those lenses when making decisions about their post-secondary plans and life choices. These regional priority sectors also align with the Biotechnology and Residential and Commercial Construction pathways at the district high schools.

- 2. Do you have sufficient highly qualified staff to teach this course?**

Yes- Two teachers participated in training through SMCOE during the summers of 2022 and 2023

- 3. Do you have the necessary facilities, equipment, and materials?**

Yes. Green Career Awareness equipment, materials, and teacher training Career Technical Education Incentive Grant (CTEIG) and K12 SWP grant.

- 4. What is the anticipated enrollment in this course?**

One class section with approximately 30-36 students/section.

- 5. Funding**

Items Needed	Estimate Cost (if known)
Textbooks	
Supplementary materials	\$33,200

Staffing	.2 (\$17,850)
Technology	
Other	

COURSE OVERVIEW

In 3 - 5 sentences, describes overarching content and goals of the course

In the Green Careers Awareness course students will learn and engage in the following:

- Climate change and ecological overshoot
- How specific industry sectors are responding to those issues
- Engage with design challenges to create their own solutions
- Learn about green careers in regionally and nationally
- Understand their role in responding to environmental challenges

HISTORY OF COURSE DEVELOPMENT

Describe the background for course development, including how the need for the course was determined, who was involved, and timeline.

SMCOE was awarded K12 SWP grant funding for the proposal “Extending the CTE-STEM Pipelines into our Middle Schools”. SSFUSD was part of the SMCOE consortium and as a result were given access to the Green Career Awareness modules. The modules were created by San Mateo County educators with science and green career backgrounds. Two middle school teachers were trained in four green career modules: Agriscience, Green Engineering #1, Green Engineering #2, and Industrial Biotechnology. One of the modules aligns with the Biotechnology pathway at the high school and the other three modules align with the Engineering and Architecture industry sectors and pathways that we are exploring offering at the district high schools.

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units **5** (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 1: Clean Power

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

The purpose of this unit is to learn about efficient use of clean energy and water. Students explore the connection between water heating and climate change, design insulation and conduction experiments, build their own solar water heater prototypes, identify barriers and solutions to adopting solar water heating, and reflect on career opportunities in the energy, environment and utilities industries.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

[Clean Power](#)

Assessments: (Fall and Spring finals. Include proficiency scale)

[Solar Data Collection](#)
[Testing and Improvement](#)
[Solar Water Heater Competition](#)
[Solar Panels Experiment](#)

Unit 2: Agriscience

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

The purpose of this unit is to introduce students to sustainable agriculture models through improving soil health. Classes will investigate local farmers and the role they play in producing sustainable food all while combating climate change. Students are to draw relationships between human population, food production, and decline of soil health. Students will learn the fundamentals of soils and how to analyze soil health properties. They will end the unit by creating a project to prototype and communicate a solution.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

[Agriscience](#)

Assessments: (Fall and Spring finals. Include proficiency scale)

[Claim Evidence Reasoning Scoring Guide](#)

[Reflection Activity \(Part 1\)](#)

[Reflection Activity \(Part 1\)](#)

Unit 3: Green Engineering #1

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the **unit**

The purpose of this unit is to introduce students to different careers and fields within engineering and architecture. Students will learn about how climate change has led to sea level rise in California, and more specifically, use the city of Pacifica and its inhabitants as a model for how to define local problems and solve them. Students will learn about how Engineers and Architects help solve real life problems using emerging technological tools to monitor for and mitigate impacts of climate change (and work to slow it). They will then learn about other effects of climate change and use that to do the engineering design process with a climate change effect that they choose.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

[Green Engineering #1](#)

Assessments: (Fall and Spring finals. Include proficiency scale)

[Engineering Design Student Notebook](#)

[TAG chart](#)

Unit 4: Green Engineering #2

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the **unit**

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The purpose of this unit is to learn about the engineering design process and how different types of engineers, such as environmental, structural, and coastal engineers, can use it to solve complex issues. Students will explore the causes and impacts of sea-level rise focusing on thermal expansion, storm surge, and erosion. Students will define the problems facing a fictitious island and use their engineering lens to develop, test, and present a solution for the island's issues.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

[Green Engineering #2](#)

Assessments: (Fall and Spring finals. Include proficiency scale)

[Pitch Rubric](#)

[Nomilu'u Citizen Feedback Card](#)

Unit 5: Industrial Biotechnology

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

The purpose of this unit is for students to help solve the "plastic problem" by creating durable, biologically-sourced, sustainable materials, and use them to design products that are normally made using fossil fuel-based plastics.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

[Industrial Biotechnology](#)

Assessments: (Fall and Spring finals. Include proficiency scale)

[Presentation Showcase](#)

Instructional Materials

List instructional Materials for this Course (you should list all material used in the course of the year)

Type of Material: Textbook, literary text, manual, periodical, scholarly article, website, primary doc, other	Author	Publisher	Edition, Year	URL	Primary book/ read it its entirety? Yes, no
Website	Carney, Murray, and Milhous			Agriscience	
Website	Marti, Janik, and Collier			Green Engineering #1	
Website	Marti, Janik, and Collier			Green Engineering #2	
Website	SMCOE and The NY Academy of Sciences			Industrial Biotechnology	
Website	Strategic Energy Innovations (SEI)			Clean Energy	

Signatures:

Site Approval by		Date
District Approval by		Date

Course Code Information (District Office Use Only)

Course Title	
Short Course Title	
Course ID	
Department	
Grade High-Low	
State Category Code	

New Course Proposal Form

Author Eric Allen	Date 10-24-23
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Course Title	World Cultures				
Course Description	This course is designed to give Middle School students a deeper understanding of how & why the World's various cultures formed, developed, connected through trade, travel & have for thousands of years, been uniquely influenced by each other. Through students bringing their own cultural diversity along varied units of study, this elective class strives to not only supplement traditional Social Studies courses but also creates & expands new educational opportunities such as expansive group project opportunities & developing middle school students ability to connect the world with our personal cultural experiences, bridging the gap between local, regional, national & international.				
Length of Course	<input type="checkbox"/> Semester <input checked="" type="checkbox"/> Year <input type="checkbox"/> Other				
Grade Level	<input checked="" type="checkbox"/> 7-8	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input type="checkbox"/> 12
Department	<input type="checkbox"/> English <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input checked="" type="checkbox"/> Social Science <input type="checkbox"/> World Language <input type="checkbox"/> Physical Education <input type="checkbox"/> Visual & Performing Arts <input type="checkbox"/> Career Technical Education* <input type="checkbox"/> Other				
Prerequisite	*If CTE, indicate the Industry Sector and Pathway: The prerequisite for the course is completion of 6th grade World History & Geography: Ancient History. Also the concurrent enrollment in either 7th grade World History and Geography: Medieval and Early Modern Times, or 8th grade US History and Geography.				
Corequisite					
Is Course A-G	<input checked="" type="checkbox"/> No (Middle school courses are not eligible for A-G status)	<input type="checkbox"/> Yes. If yes indicate the A-G category <input type="checkbox"/> A- History <input type="checkbox"/> B- English <input type="checkbox"/> C- Math <input type="checkbox"/> D- Science (lab) <input type="checkbox"/> E- World Language <input type="checkbox"/> F- Fine Art (cannot be taught online) <input type="checkbox"/> G- Elective <ul style="list-style-type: none"> <input type="checkbox"/> History/Social Science <input type="checkbox"/> English <input type="checkbox"/> ELD <input type="checkbox"/> Math <input type="checkbox"/> Math/Computer <input type="checkbox"/> Lab Science Biology/ Life Science <input type="checkbox"/> Physical Science <input type="checkbox"/> Integrated Science <input type="checkbox"/> Language other than English 			

		<input type="checkbox"/> Visual and Performing Arts <input type="checkbox"/> Interdisciplinary
Honors Credit?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes You can only write for honors credit if an existing course with the same title has been approved for College Prep credit.
Is the course Online, Hybrid, or Classroom Based?	This is not an online course, this course is an in-person, classroom based course at Parkway Heights Middle School.	

Please answer the questions below:

- Rationale for Course: Please describe the need for this course/change. (Considerations might include graduation requirements, student interest, differentiation for student need, compliance issues)**

Students, like never before, have access to significant amounts of information about the world, but in many respects still need the most foundational Historical knowledge & understanding to properly place this wealth of information. The World Cultures elective class is designing itself to be an educational, comprehensive yet fun way of developing the student toolkit (such as increased geography & historical knowledge, understanding time & place & creating detailed research projects & deeper appreciation of world cultures) needed to understand the world & navigate through the complex world of modern information. Of equal importance is the ability for students to make cultural connections between their unique cultures & the World Cultures we study during these units.

- Do you have sufficient highly qualified staff to teach this course?**

Yes, the teacher assigned to teaching this course has a valid Social Studies teaching credential & has been teaching middle school Social Studies for 9 years & 8 years at this specific site. They are also the department chair & have taught both 7th grade Medieval & 8th Grade US History.

- Do you have the necessary facilities, equipment, and materials?**

As of now, between the quality resources available in our schools library, coupled with supplementary materials available online, plus the teachers resources they gathered, the course has the required materials, equipment for proper implementation. There are a variety of digital assignments that align with World Cultures (some are attached to this document) that give the class tangible common core based assessments throughout the unit. of a The teacher has also taught past years of World & US History at this site, thereby a variety of the projects & activities are already on file & can be edited for this class. The 3 main books Geography Alive, Impact World History & Geography Picture will give the course a solid academic framework alongside the additional supplemental materials.

4. What is the anticipated enrollment in this course?

As currently configured, the enrollment for World Cultures class is 36 students, ranging from grades 7 & 8. As this is an elective class, there is not an application process, however interest in Social Studies & international events, places & traveling is great for the students to have. Students also need to be willing to work (on occasion) in groups. As there is major interest in Social Studies (as evidenced by our students interest in Advanced Social Studies) these projects & activities will help spur interest in the course & ensure that rising 7th & 8th graders are inclined to request the class.

5. Funding

Items Needed	Estimate Cost (if known)
Textbooks	The primary textbook will be the Geography Alive textbook, 2019 edition. The Geography Alive textbook is a tremendous resource in connection with our school's library. We have an additional Geography book that is being used for background understanding in addition to the students existing 7th & 8th grade Social Studies Textbooks.
Supplementary materials	The use of a wide variety of maps, both physical as well as digital. An array of verified & vetted digital resources (educational websites). https://www.seterra.com/ https://www.nationalgeographic.com/ https://www.playgeography.com/
Staffing	As of now, only 1 staff member would be used for this course. In future years however, if this course is successful & popular among the students, future sections could be developed & taught by teachers within the Social Studies department.
Technology	Students will need continued access to their district issued chromebooks.
Other	Since students entering the course belong to both grades 7th & 8th, certain scaffolds & prep will be needed to make sure all students, regardless of grade, have full opportunities to engage with the assignments & course on an equitable level with their peers.

COURSE OVERVIEW

In 3 - 5 sentences, describes overarching content and goals of the course

In respects to the overarching content goals for this course, the teacher of this new course is hoping to build & expand on the students current understanding of World History (from their previous 6th grade course) & develop a broader narrative about culture, geography, time & space & varied ways the world is interconnected. Using students' interests, cultural diversity & prior knowledge, the teacher hopes to identify & examine a variety of cultures & places spanning the globe.

Some key points for this World Cultures course include

- Understanding the diversity of cultures and traditions across continents
- Recognizing the impact of geography on the development of societies
- Analyzing historical events and their influence on the present-day culture of each continent ways.

-Students will be able to identify and describe the unique cultural, geographical, and historical characteristics of each continent.

Students will be assigned to interview a family member or friend from a different continent and present their findings

Standards Addressed:

1. Common Core State Standards for Social Studies:

- CCSS.SS.8.G.1: Understand the world in spatial terms, including the location, characteristics, and spatial distribution of different regions and cultures.
- CCSS.SS.8.G.4: Analyze the cultural characteristics of different regions and explain their significance.

HISTORY OF COURSE DEVELOPMENT

Describe the background for course development, including how the need for the course was determined, who was involved, and timeline.

At the core of World Cultures is the goal to have a deeper, more meaningful understanding of how “culture” has developed & how have the world’s regions changed & adjusted over time, both by the changes within their cultures & influences & impact from others. Through collaboration work with Mr Gassaway, the SSFUSD Social Science and Ethnic Studies TOSA, this teacher has been in the process of developing a detailed course overview & the specific units of focus are ongoing & directly related to student learning goals & objectives.

The importance of this elective course, especially since Advanced Social Studies is no longer
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offered, is providing our student population an additional resource to help prepare them for High School social studies & also develop their public speaking skills, research techniques
Some other key concepts connected with the development of this course in respects to why elective classes (In Social Studies are important)

- The role of elective classes in providing students with a well-rounded education
- The benefits of exploring specialized topics within the social studies discipline
- How elective classes can help students develop critical thinking, research, and analytical skills

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units **6** (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 1: Understanding World Geography & the foundations of World Cultures

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

In the 1st unit for this course, students are asked to examine, from a geography perspective, all the world's regions, through maps, digital tools, like Online Seterra Map Quiz, textbook websites, CNN 10 analysis of World Events. (in addition quizzes & other Social Studies materials to help increase their understanding & perspectives of the world) This unit of focus is mainly geography, but also incorporates cultural aspects of the world's regions & prior knowledge that students bring both from their academic & personal understandings. We'll also introduce the concept of the year of travel assignment and explain the expectations for researching and documenting information about different countries. Address the misconception that travel is only about leisure and emphasize that it can also be a valuable learning experience.

Here are some key ideas from this unit

- Identifying and understanding cultural traditions and practices
- Comparing and contrasting the traditions and practices of different countries
- Analyzing the impact of cultural diversity on global societies

Standards addressed during this unit (Reading Standards for Informational Text)

-Integrate information presented in different media or formats (e.g., visually, quantitatively) as well as in words to develop a coherent understanding of a topic or issue.

-Evaluate the advantages and disadvantages of using different mediums (e.g., print or digital text, video, multimedia) to present a particular topic or idea.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

An earlier example of a detailed assignment in which students were asked to demonstrate learning is the 2027 Year of Travel assignment. (Links at the bottom of this Summary) For this task, students were asked to research travel destinations throughout the world & describe 12 unique countries &

why they wanted to go there. The parameters stated that each month needed to be in a different nation.

Here are the specific directions for the year of travel Google Slideshow

- Students will be able to research and explore the culture, geography, and history of a different country each month, and present their findings to the class.
- Students will create a travel google slide for each country they research, including information on culture, geography, history, and notable landmarks.
- Researching and understanding the culture, geography, and history of different countries
- Documenting findings in a travel journal
- Presenting findings to the class effectively

These are some key concepts that are introduced in the 1st unit during our various assignments:

- Geography includes physical features, such as mountains, rivers, and coastlines.
- Culture encompasses language, religion, traditions, and customs.
- Understanding the geography and culture of a country helps us understand its people and way of life.
- Research and presentation skills are essential for effectively communicating information about a specific country.

2027 Year of Travel Student Work

<https://classroom.google.com/g/tg/NjE4NjY4MjE2NjI1/NjE5ODI3ODgyNzM1#u=MTUxMDQ2ODEwMTZa&t=f>

Assessments: (Fall and Spring finals. Include proficiency scale)

2027 Year of Travel

0-1: Does not meet Standard	2: Emerging	3: Meets Standards	4: Exceeds Standards
Student was unable to complete the project on time. Student only was able to present 2-3 slides & not at grade/class level standard	While the student finishes most of the project one of the following are missing. (12 Months, reasons why countries chosen, grade level standard presentation)	Students complete slideshow on time & with proper information. Students' presentations meet grade/class standards. Students also meet common core standards for describing & presenting via media.	All 12 months are properly displayed & each month has multiple bullet point notes & relevant photos. Student presentations exceed class standards for detail & professionalism. Students also meet common core presentation standards for presentations & deciphering various media/sources.

Score /4

Unit 2: Europe, Trade & the Intersection of Cultures

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

The content and the main concepts for this unit of focus will be the creation of a workbook that will integrate & connect all the units of the course, by linking geography, trade & how through a variety of ways European countries influenced World Cultures, both past & present. Some of the skills students will learn & develop will be mapping & geographical understanding, proper research techniques (work cited, navigating truth from fiction websites & editing slides) for their countries project. Students will be able to analyze and describe the geography and culture of Europe by creating a detailed project on a particular country of focus. In addition, collaboration & presentation (public speaking) skills will be on display as they will present their countries' projects to their classmates at the conclusion of the unit.

CCSS Writing Standards (6-12)

-Use technology, including the Internet, to produce and publish writing and link to and cite sources as well as to interact and collaborate with others, including linking to and citing sources.

-Conduct short research projects to answer a question, drawing on several sources and generating additional related, focused questions for further research and investigation.

-Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

An early assignment opportunity for understanding is a detailed mapping activity where students will trace the changes that have occurred over the centuries. Students will examine how Europe has changed & adjusted over time, through conflict trade & other cultural interactions.

Students will work to create an overview of Europe's geography and culture. Use a map to point out different regions and discuss the physical features that define them. Emphasize the importance of understanding the geography and culture of a country when studying it. Anticipate a common misconception that all European countries are similar in geography and culture.

Students will also create a comprehensive workbook, with maps, activities & other key items related to both this Europe unit as well as the class as a whole. Students will use this workbook most

classes & will allow us to connect the different units throughout the course.

In addition, a yearlong assessment will be a map that draws cultures from regions of focus (Units) & connects them with the United States & also helps students identify their culture(s) within this realm.

The students will also study how trade, the 1st form of money & cultural connections influenced not only Europe, but with the advances in technology & travel, took both goods & ideas worldwide, especially during the 15th-17th centuries.

Assessments: (Fall and Spring finals. Include proficiency scale)

The students will be asked (in groups) to create a detailed country project on selective European countries (especially those with major global influence) Students will research a specific country in Europe of their choice. They will gather information about their countries geography and culture and organize it into a detailed project.

The nations included will be England, France, Italy, Spain, Portugal, Germany, Netherlands, Belgium, Ukraine, Poland, Switzerland, Turkey, Austria
 Each group of 3 will be assigned/choose a country & develop a 8-10 slide presentation about key aspects of the nations, language, cultural impacts overseas & contemporary issues.

The lesson will conclude with a gallery walk where students can view and discuss each other's presentations. As a quick closing activity, students will reflect on how their understanding of the chosen culture & country was enhanced through these presentations.

0-1: Does not meet Standard	2: Emerging	3: Meets Standards	4: Exceeds Standards
Students are not able to complete and/or present their European nation interest project.	While the student is able to present the project, noticeable gaps are missing & the project is incomplete.	Students complete a detailed slideshow & present most of their ideas to their classmates. All sources are cited.	Students not only complete slideshow fully & on time, the student presents their Europe project fully & answers all relevant questions. All sources are cited & paraphrasing is evident throughout their research project.

Score /4

Unit 3: Title The Cultures of Latin America

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will be able to analyze and explain the impact of the Latin language on the culture and modern nations of Latin America, and demonstrate their understanding through a detailed Latin America project.

Students will display detailed knowledge & understanding on the cultures of Latin America. In building off the knowledge & research skills learned during our Unit on Europe, students will take the information they've already gained & further their examination of our World by developing a keen understanding of the countries & regions South of the USA, from Mexico in the north, to Argentina & Chile in the South.

Standards addressed during this Unit

CCSS Writing Standards 6-8

-Use technology, including the Internet, to produce and publish writing and present the relationships between information and ideas efficiently as well as to interact and collaborate with others.

-Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.

1. Common Core State Standards (CCSS): CCSS.ELA-LITERACY.RH.6-8.7 - Integrate visual information (e.g., in charts, graphs, photographs, videos, or maps) with other information in print and digital texts.
2. National Standards for History: Historical Thinking Standards 2 - Historical Comprehension.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Some of the assignments for this unit will be the continued development of our Workbook (started during the Europe Unit) Maps & other related activities will be added to this workbook throughout the unit to help students continue their geographic understanding of this region.

Students will be able to analyze and explain the influence of the Latin language on various aspects of culture, including art, literature, and language evolution. was the precursor to the languages of Spanish, French, Italian & Portuguese & how because of this fact, cultural connections have been shared across the centuries. This will be done by reviewing how & why language travels from one region to another.

We will also identify (by reading, multimedia & other methods) how "Latin" culture is a mixture of Native American, European & African origins & how these 3 distinct cultures merged through the centuries to create what we now view & call Latin American culture.

Some guiding questions for our assignments will include

- How do you think the Latin language has influenced the culture of Latin America?
- Can you identify any Latin words or phrases commonly used in modern Spanish or Portuguese?

Through prior knowledge students entered the class with, we'll identify how our students' cultural understandings, especially of Latin American culture, allow them a comprehensive framework to identify what is culture & how it impacts them. This will mainly be exhibited through initial research for their Latin American project.

Assessments: (Fall and Spring finals. Include proficiency scale)

The major assessment for the Latin America Unit will be a comprehensive Latin American project, in which students will either pick 1 of the 32 Mexican states or any particular country ranging from Cuba in the North to Chile in the South. Students will look at every aspect possible of their country or region's culture, when it became a country, who its government leaders are, what are important cultural dates & events, when the nation became independent from its past colonial ruler among other aspects. Students will research and create a project that demonstrates the influence of Latin on Latin American culture and modern nations. They can choose to focus on language, literature, art, architecture, or legal and political systems. The project will include a written analysis, visual representations, and an oral presentation. This research project (which will be presented to their classmates) will also include food, music, sports & other key contributions to a nation's culture. Lastly, students will also address who were the Native American tribes living in the nation prior to European exploration.

Task- Students will complete a detailed project on a Latin American country or one of the 32 Mexican States.

Example Project

https://docs.google.com/presentation/d/1X3WJFop1Fju1n9_D1FtxVhZE-z-9gn7cYBklgoGKRbQ/edit#slide=id.p

0-1: Does not meet Standard	2: Emerging	3: Meets Standards	4: Exceeds Standards
Students do not pick a country or region &/or present an incomplete project to their classmates.	While the student is able pick a region & develop a slideshow, key parts are missing & the presentation lacks focus.	Students fully develop a 15 slide research project, hitting all the major points & presenting their information in a clear concise way.	Not only does the student complete the entire slideshow & present (at grade level quality) their findings, but goes above & beyond in their analysis & overview of their LA country of focus.

Score /4

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 4: Title The Societies & Cultures of Asia

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

By the end of the unit, students will be able to identify and describe the geography, religions, and cultures of Asia. Throughout the unit, we'll explore both the regional & cultural diversity of the Continent, in connection with the array of religious faiths practiced & how arts, music, food & trade have created a dynamic & interconnected region home to over 4 billion of the World's residents. The main 3 fields of academic focus in this unit, Geography, religion & arts & culture will be integrated so that students obtain an accurate & comprehensive understanding of the continent.

Standards Addressed in this Unit.

1. National Geography Standards: Standard 10 - The characteristics, distribution, and complexity of Earth's cultural mosaics.
2. Common Core State Standards for English Language Arts: CCSS.ELA-Literacy.RI.8.7 - Evaluate the advantages and disadvantages of using different mediums (e.g., print or digital text, video, multimedia) to present a particular topic or idea.
 - CCSS.ELA-LITERACY.RH.6-8.2: Determine the central ideas or information of a primary or secondary source; provide an accurate summary of the source distinct from prior knowledge or opinions.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

As with the other Units of focus, the Geographical regions of Asia will be addressed, analyzed & we'll develop a class understanding of how the continent that houses $\frac{2}{3}$ of World Population has grown over the centuries. The climate & population diversity will be addressed & analyzed by the students at length during the beginning portion of this unit.

World Religions

This task will involve students exploring some of the World's Major Religions (Islam, Buddhism & Hinduism) among others & how this connects to the Geography, Climate & historical traditions of the Continent of Asia. Using one of our course's textbook resources, students will decipher & analyze key concepts (how geography, climate & the diverse History of the region) helped shape these various religions.

Divide students into small groups and provide each group with a set of pictures representing different aspects of Asian geography, religions, and cultures. Guide them through a discussion where they identify and describe each picture. Gradually increase the complexity of questions to scaffold their understanding.

Assessments: (Fall and Spring finals. Include proficiency scale)

Connecting with the museum

The Asian Art Museum of San Francisco will provide students with a great opportunity to explore the diversity of the region, receive a guided tour & gain a deeper understanding into the Arts & Culture of the Continent. The museum visit (guided tour) will allow students to gather information on the arts & history of the continent along with learning about contemporary topics addressed by the various exhibits.

0-1: Does not meet Standard	2: Emerging	3: Meets Standards	4: Exceeds Standards
Does not complete world religions mini-project or participate in museum visit	While somewhat completing Religions & Museum visit, student is missing multiple slides & does not fully participate in museum visit (structured activities)	Students complete religion mini-project, presents & participates in a meaningful way during our museum visit.	Students not only will complete the World Religions mini-project but will fully participate in the museum visit & be able to reflect on how the art of Asia connects with our unit of focus. Students projects also display the complexity of the continent's diversity.

Score ___/4

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 5: Title The Societies & Cultures of Africa

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

At the core of this Unit is the understanding that Africa is a diverse array of cultures, nations, customs & varied traditions which, through trade, colonization & independence movements has created a dynamic region whose cultures are distinct yet deeply interconnected. Students will learn about how the continents unique regions & geography led to sometimes massively different outcomes for their societies. Conflict & European contact has greatly influenced the continent & students will also learn & discover how that continues to shape policy & economic outcomes of the region & its more than 1 billion people. By the end of the lesson, students will be able to identify and explain the geographic and cultural diversity of the continent of Africa.

Common Core Standards Addressed:

1. CCSS.ELA-LITERACY.RH.6-8.4: Determine the meaning of words and phrases as they are used in a text, including vocabulary specific to domains related to history/social studies.
2. CCSS.ELA-LITERACY.RH.6-8.7: Integrate visual information with other information in print and digital texts.

CCSS Writing Standards

- Develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on addressing what is most significant for a specific purpose and audience.
- Conduct short as well as more sustained research projects to answer a question (including a self-generated question) or solve a problem; narrow or broaden the inquiry when appropriate; synthesize multiple sources on the subject, demonstrating understanding of the subject under investigation.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

One of the 1st assignments will be mapping & geography of contemporary Africa to allow students to gain a knowledge & understanding of the continent. We will examine the locations of spheres of influence for past empires & how the “craving” of the continent’s land & resources impacted the region in the past and present.

We’ll have an activity where we’ll explore a few West African cultures & how language, customs & holidays have also influenced the African American population here in the USA.

We’ll conduct a quick class discussion asking students to share one interesting fact they learned about Africa’s geographic and cultural diversity. Summarize the key points discussed throughout the lesson.

We’ll examine the unique geographic features of the continent, from the deserts in the north, lush interior & thousands of miles of Eastern & Western coastline that helped create unique regional economies. Also the students will use geography to look at the variety of natural resources & how the control of those resources has shaped the continent & its relationship with other parts of the world.

Assessments: (Fall and Spring finals. Include proficiency scale)

Students pick a country from the continent & attempt to address the current concerns & challenges (housing, health care, economics, war & peace) & what they would do with resources available to move the nation forward. Students will be able to use their knowledge learned throughout the unit & display an increased understanding of the diverse set of problems but also creative solutions that will allow the country to grow & “compete” in our modern world.

If time allows students will write a reflection paper on the impact of colonization on Africa's geographic and cultural diversity. Prompt them to include examples of how past colonization continues to influence present-day issues in Africa.

Task: Current challenges & Issues facing Africa & how to find solutions for economic & other concerns.

0-1: Does not meet Standard	2: Emerging	3: Meets Standards	4: Exceeds Standards
Students are unable to present any current issues or challenges facing the continent of Africa.	Although the student does “finish” the project addressing one of the challenges facing the continent, the student struggles to make connections to modern day issues.	The student not only finishes the research project, but also is able to address how some of these challenges facing modern Africa can be resolved.	The students are able to fully develop & present a research project that deals with major issues facing the continent, offers real world solutions & shows an understanding for the continent & how it has developed & changed.

Score /4

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 6: Migration/Trade & The Creation of Our Nation

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will be able to analyze the impact of migration and trade on the creation of the United States.

The arrival of different groups of people through migration influenced the cultural, social, and economic development of the country.

The lesson will begin with a brief discussion on the importance of cultural heritage and traditions. Students will be shown a short video or images that highlight diverse cultural practices and celebrations. The "Do Now" activity will consist of questions such as "What are some cultural traditions or practices that are important to your family?" and "How do these traditions shape your identity?"

Students will be introduced to the concept of cultural connections through family interviews. The teacher will provide guidance on conducting meaningful interviews with family members to gather information about cultural traditions, values, and stories. A common misconception to anticipate is

that all families have similar cultural practices.

Standards Addressed:

1. Common Core State Standard: CCSS.ELA-LITERACY.RH.6-8.2 - Determine the central ideas or information of a primary or secondary source.
2. National Council for the Social Studies (NCSS) Standards: Theme 3 - People, Places, and Environments - Understand the relationships between people and environments.

Be able to link a piece of their culture, through interviewing multiple generations & connecting how we all as individuals are interconnected through shared experiences & understandings through the centuries that developed what can be called World Cultures. Throughout the yearlong course, the students, by examining the world's regions while also creating a deeper understanding for their culture, & will be able to make connections on how cultures have formed & influenced each other.

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will create a visual representation (such as a poster, slideshow, or video) that showcases the similarities and differences between their family's cultural traditions and those of another culture. They will also provide a written reflection on the insights gained from the interviews.

Students will be assigned the task of writing a short reflection on their own cultural identity, considering the insights gained from the family interviews and class discussions.

Students will be given a list of interview questions and will practice conducting interviews with a partner in class. The teacher will monitor their progress and provide feedback on effective questioning techniques and active listening skills.

For students who are struggling to complete the interview process independently, provide guided interview questions and additional support in gathering information from family members. Consider pairing them with a peer mentor for the interview process.

Here are some key points for this units Assignment Summary in particular the interviews with family members

- Understanding the significance of cultural traditions and practices
- Developing the ability to compare and contrast cultural elements
- Recognizing the impact of cultural diversity on personal identity

Assessments: (Fall and Spring finals. Include proficiency scale)

Conduct a quick closing activity where students share one key point they learned from the lesson. Summarize the main ideas discussed and emphasize the importance of understanding the connections between migration, trade, and the creation of the United States.

A key spring assessment would be a reflection & possibly even reevaluation of their 2027 Year Travel with newfound knowledge (and hopefully interest on the countries around the globe)

January 25, 2024

Page 202

Action

Lastly, an interview process with a family or community member (possibly from a different generation) with the focus on a specific aspect of their culture. From this point, we will have students make connections & draw parallels with cultures from regions in the world outside of their culture.

To conclude the lesson, students will share their visual representations and reflections with the class. This will be followed by a brief discussion where students can share insights gained from the interviews and their reflections.

Task- Students complete a research project connecting their cultural heritage with regions we've studied throughout the year.

0-1: Does not meet Standard	2: Emerging	3: Meets Standards	4: Exceeds Standards
Students are not able to make connections between their interviewers' cultural heritage & units of focus from the year.	Students are able to draw some connections, but not display the ability to present these findings to their classmates in a meaningful manner.	Students will accurately research how their culture connects & has been influenced by other World Cultures & be able.	Students will not only present how their cultural heritage connects with the world at large, but will draw from their Year of Travel assignment to further examine the world's regions. Their culture of focus

Score /4

Instructional Materials

List instructional Materials for this Course (you should list all material used in the course of the year)

Type of Material: Textbook, literary text, manual, periodical, scholarly article, website, primary doc, other	Author	Publisher	Edition, Year	URL	Primary book/ read it its entirety? Yes, no
Geography Alive	Diane Hart	Teachers Curriculum Institute	2006	NA	No
Geography Picture	Carin Dewhirst	Ballard & Tighe	2000	www.ballard-tighe.com	No

Dictionary					
Impact California Social Studies World History & Geography	Jackson J Spielvogel	McGraw Hill Education	2019	mheducation.com/prek-12	No

Signatures:

Site Approval by		Date
District Approval by		Date

Course Code Information (District Office Use Only)

Course Title	
Short Course Title	
Course ID	
Department	
Grade High-Low	
State Category Code	

New Course Proposal Form

Author Gina Guglielmoni		Date 09/22/23			
Course Title	Health Sciences 1				
Course Description	Students will learn about human anatomy and physiology to prepare them for further hands-on learning in the field of health sciences and careers.				
Length of Course	<input type="checkbox"/> Semester <input checked="" type="checkbox"/> Year <input type="checkbox"/> Other				
Grade Level	<input type="checkbox"/> 9-12	<input type="checkbox"/> 9	<input checked="" type="checkbox"/> 10	<input checked="" type="checkbox"/> 11	<input type="checkbox"/> 12
Department	<input type="checkbox"/> English <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Social Science <input type="checkbox"/> World Language <input type="checkbox"/> Physical Education <input type="checkbox"/> Visual & Performing Arts <input checked="" type="checkbox"/> Career Technical Education* <input type="checkbox"/> Other				
	*If CTE, indicate the Industry Sector and Pathway: Health Sciences and Medical Technology				
Prerequisite	None - preference for students who want to learn about human anatomy and physiology				
Corequisite					
Is Course A-G	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes. If yes indicate the A-G category <input type="checkbox"/> A- History <input type="checkbox"/> B- English <input type="checkbox"/> C- Math <input type="checkbox"/> D- Science (lab) <input type="checkbox"/> E- World Language <input type="checkbox"/> F- Fine Art (cannot be taught online) <input type="checkbox"/> G- Elective <input type="checkbox"/> History/Social Science <input type="checkbox"/> English <input type="checkbox"/> ELD <input type="checkbox"/> Math <input type="checkbox"/> Math/Computer <input type="checkbox"/> Lab Science Biology/ Life Science <input type="checkbox"/> Physical Science <input type="checkbox"/> Integrated Science <input type="checkbox"/> Language other than English <input type="checkbox"/> Visual and Performing Arts <input type="checkbox"/> Interdisciplinary			
Honors Credit?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <i>You can only write for honors credit if an existing course with the same title has been approved for College Prep credit.</i>			
Is the course Online, Hybrid, or Classroom Based?	Classroom based				

Please answer the questions below:

- 1. Rationale for Course: Please describe the need for this course/change. (Considerations might include graduation requirements, student interest, differentiation for student need, compliance issues)**

Per a survey administered to SSFHS and ECHS students two years ago, one of the top three CTE industry sectors and pathway of interest was Health Sciences and Medical Technology, specifically Patient Care. Providing students with a foundation of human anatomy and physiology that is targeted towards the health sciences and medicine career paths, along with hands-on experience, allows students to prepare for college courses that will lead them to careers in those fields.

The field of health science - an interdisciplinary field that involves applying concepts from the natural and social sciences to aspects of health, disease, and healthcare - will always be in demand, along with the field of medicine, and need laborers to fill that demand. Having early education and experience in the field of health science helps to establish vocabulary, topics, and basic knowledge that is foundational to all health sciences and medical career paths.

- 2. Do you have sufficient highly qualified staff to teach this course?**

A teacher has been identified to teach the course. They are a certified athletic trainer and have industry experience that would allow the teacher to apply for a CTE credential in Health Science and Medical Technologies.

- 3. Do you have the necessary facilities, equipment, and materials?**

A class room has been identified for use at El Camino High School - Room 78. Grant funds will be used to purchase supplies and materials that the instructor requests.

- 4. What is the anticipated enrollment in this course?**

Sections: 3
 Enrollment: 20-25/section
 Recruitment: Counselors, Course Description in Counseling Office and Course Selection Sheets

- 5. Funding**

Items Needed	Estimate Cost (if known)
Textbooks	\$201.95/book X 30 copies = \$6,058.50
Supplementary materials	
Staffing	.6 (3 sections)
Technology	
Other (Anatomy models, blood pressure cuffs, stethoscopes, other health science supplies, etc.)	\$11,500

COURSE OVERVIEW

In 3 - 5 sentences, describes overarching content and goals of the course

Students who complete the Health Sciences 1 course will be eligible for the next section of the course focusing on the more hands-on aspects of Health Sciences careers. In Health Science 1, students will learn about history and trends in health care, medical terminology, human anatomy and physiology, human growth and development, health care systems, and careers in health care with the goal to retain and apply the information in the second year class. Retaining the information will be translated into the ability to show their understanding of the structure, purpose and function of the systems of the human body and knowledge of various health science careers and what is required to succeed in those fields through quizzes, tests, and projects.

HISTORY OF COURSE DEVELOPMENT

Describe the background for course development, including how the need for the course was determined, who was involved, and timeline.

How does this course fit into the broader offerings at the school - is it filling a gap or replacing/updating an existing course? Were other organizations (community college partners, university professors, other districts) involved in the development process?

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]

Number of Units **7** (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 1: Title: History and Trends in Health Care

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about:

- History of human healthcare
- How medical practices and careers have evolved throughout human history
- Trends in health care

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will select a period in medical history to research major healthcare trends, inventions, and changes in medical practices. They will be required to include if any of those trends, inventions, or changes in medical practices are still used in current healthcare systems. Students will create a visual presentation (power point) of their research findings. Students will be graded on content, depth of research, organization and conciseness of information, correct use of citations, and overall mastery of writing standards (spelling, grammar, etc.).

Assessments: (Fall and Spring finals. Include proficiency scale)

Powerpoint and verbal presentation

Fall Final: Students will be asked questions about the history of healthcare

Unit 2: Title: Medical Terminology

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about:

- Proper medical terminology (vs. commonly used layman's terms)
- Interpreting word parts to better understand medical terms
- How to use medical abbreviations

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will be given vocabulary quizzes to assess their ability to remember important medical terms. These quizzes will also assess their ability to identify word parts and how they are used in multiple medical terms. Quizzes will be graded on a points scale - points will be granted for correct answers.

Assessments: (Fall and Spring finals. Include proficiency scale)

Vocabulary Quizzes

Fall and Spring final: Students will be asked to identify and/or define medical terms

Unit 3: Title: Human Anatomy and Physiology

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about:

- Basic structures of the human body
- Body planes, directions, and cavities
- Body systems - skeletal, muscular, nervous, circulatory, lymphatic, respiratory, digestive, urinary, endocrine, and reproductive

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Throughout the semester, students will color code and label anatomical drawings/coloring pages for credit to reinforce learning. Students will also take quizzes asking them to identify specific structures learned about for each body system. A project will be assigned requiring the students to create a pamphlet explaining the functioning of a body system of their choice. The students will have to identify the major structures and functions of the body system they choose and how that body system is important to the human body as a whole. Students will be graded on content, organization and conciseness of information, presentation skills, and overall mastery of writing standards (spelling, grammar, etc.).

Assessments: (Fall and Spring finals. Include proficiency scale)

Weekly quizzes on structures/systems of the human body.

Fall & Spring final: Students will be required to identify structures of the human body along with functions of bodily systems

Unit 4: Title: Human Growth and Development & Geriatric Care

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about:

- Stages of human life
- Human needs
- Myths on aging
- Meeting the needs of elderly
- Death and dying

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will turn in a report on a disease that is age group specific. Students will be required to explain the effects of the disease, the population it mostly affects, the likelihood of developing the disease, if treatments have been/are being developed for the disease, and if there is anything humans can do to prevent getting the disease. Students will be graded on content, depth of research, organization and conciseness of information, correct use of citations, and overall mastery of writing standards (spelling, grammar, etc.).

Assessments: (Fall and Spring finals. Include proficiency scale)

Age group specific disease report.

Fall Final: Multiple choice questions about facts pertaining to human growth and life cycles.

Unit 5: Title: Cultural Diversity in Health Care

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about:

- Culture, ethnicity, and race
- Bias, prejudice, and stereotyping in health care
- Cultural beliefs and diversity in health care
- Personal bias

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will be given a quiz at the end of the unit to demonstrate understanding of the unit's content. The quiz will include vocabulary terms and short answer questions with patient scenarios. The quiz will be graded on a points scale - points will be granted for correct answers.

Assessments: (Fall and Spring finals. Include proficiency scale)

Spring Final: Multiple choice questions about cultural diversity in health care

Unit 6: Title: Health Care Systems

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about:

- Private health care systems
- Government agencies
- Volunteer/Nonprofit agencies
- Organizational structure of health care systems

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will be given a quiz at the end of the unit to demonstrate understanding of the unit's content. The quiz will include vocabulary terms and questions about the aspects of health care systems. The quiz will be graded on a points scale - points will be granted for correct answers.

Assessments: (Fall and Spring finals. Include proficiency scale)

Spring Final: Multiple choice questions about health care systems

Unit 7: Title: Careers in Health Care

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn in the unit

Students will learn about the following health care career fields:

- Dentistry
- Physical Therapy
- Occupational Therapy
- Emergency Medical Services
- General Medicine (Doctors, Nurses, etc.)
- Mental Health
- Social Services
- Mortuary
- Nutritional and Dietary Services
- Optometry
- Health information
- Sports Medicine
- Biotechnology

Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?

Students will create and present a powerpoint presentation covering a health care career field of their choice. Students will research the educational requirements and average salary of their field. Students will also research if there are continuing education requirements or certification maintenance requirements for their career field. Finally, students will explain why they chose their health care career field. Students will be graded on depth of research, organization and conciseness of information, presentation skills, correct use of citations, and overall mastery of writing standards (spelling, grammar, etc.).

Assessments: (Fall and Spring finals. Include proficiency scale)

Instructional Materials

List instructional Materials for this Course (you should list all material used in the course of the year)

Type of Material: Textbook, literary text, manual, periodical, scholarly article, website, primary doc, other	Author	Publisher	Edition, Year	URL	Primary book/ read it its entirety? Yes, no
<u>Textbook:</u> <i>DHO Health Science</i> ISBN:1305856 449	Louise Simmers Karen Simmers-Nartker Sharon Simmers-Kobelak Janet Fuller	Cengage Learning	9th Edition, 2022	DHO Health Science Textbook	Primary book, Yes
<u>Instructor Material:</u> <i>Anatomy Coloring Book</i> ISBN: 978150627640 3	Stephanie Paulnock McCann, MA	Kaplan Test Prep	8th Edition, 2021	Anatomy Coloring Book	No
<u>Instructor Website:</u> DHO Health Science, 9th Instructor Companion Website ISBN: 978035764697 7		Cengage Learning		Instructor Website (See bottom of webpage)	No
<u>Instructor Manual:</u> Instructor's Manual for Simmers / Simmers-Nartk er/ Simmers-Kobe lak's DHO Health	Simmers/Simmer s-Nartker/Simmer s-Kobelak	Cengage Learning	8th Edition, 2017	Instructors Manual (Old Edition - Would prefer an updated edition, but cannot find. Might be digital with new text	No

Science Updated, Eighth Edition ISBN: 9781305509672				book?)	
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Signatures:

Site Approval by		Date
District Approval by		Date

Course Code Information (District Office Use Only)

Course Title	
Short Course Title	
Course ID	
Department	
Grade High-Low	
State Category Code	

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources
and Student Services

Ted O, Assistant Superintendent – Business Services

DATE: January 25, 2024

RE: Approval of Minimum Wage Annual Increase

BACKGROUND:

On April 4, 2016, Governor Brown signed into law Senate Bill No. 3 (SB-3) mandating a minimum wage increase for the State of California. Under this law, the minimum wage would reach \$15 per hour for all employees by January 1, 2023.

Prior to 2020, the South San Francisco City Council approved a new local ordinance under Title 8 - Health and Welfare, adding Chapter 8.71 - Minimum Wage to the South San Francisco Municipal Code related to citywide minimum wage. The City's approach seeks to assist low wage earners with the high cost of living in the City of South San Francisco. Under the new local ordinance, the City moved quicker than the State's minimum wage, reaching \$15 by 2020.

Effective January 1, 2024, the City of South San Francisco's minimum wage will be adjusted by the 2023 Consumer Price Index and increase from \$16.70 to \$17.25 per hour. This law applies to all businesses within the geographic boundaries of South San Francisco and any employee working at least two or more hours per week.

FISCAL IMPLICATIONS:

It is expected that the ongoing cost will vary, based on the number of student workers per year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve raising the minimum wage in the South San Francisco Unified School District from \$16.70 to \$17.25 per hour beginning January 1, 2024.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources and Student Services

DATE: January 25, 2024

RE: Approval of Variable Term Waiver for the 2023-24 School Year – Daniel Weir

BACKGROUND:

The Variable Term Waiver (VTW) is a document issued for employers who meet the waiver criteria when a fully credentialed teacher is not available for the assignment. The VTW will provide the applicant with additional time to complete the requirements for the credential that authorizes the service or to provide employing agencies time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the available assignment options.

Daniel Weir is an employee at our Westborough Middle School. Mr. Weir requires a Variable Term Waiver under Education Code Section 44252 (b), Basic Skills Requirement (BSR), and Education Code Section 44253.3, EL Authorization for Credential, Mr. Weir will have this authorization upon passage of the BSR in September 2024.

FISCAL IMPLICATIONS:

It is the employee's responsibility to cover the expense of applying for the VTW. There are no fiscal implications for the District.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Variable Term Waiver for Daniel Weir, certificated employee at Westborough Middle School retroactive to December 1, 2023.

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: January 25, 2024

RE: Acceptance of the Hillside Parking and Drop-Off Project #17-23 as Complete and Ratify Staff's Action to File a Notice of Completion

BACKGROUND:

The South San Francisco Unified School District ("SSFUSD") awarded a contract for the Hillside Parking and Drop-Off Project, SSFUSD Project #17-23, to Raposo Engineering, Inc. on May 25, 2023. The project is complete and in use by the District. The Contractor has completed all of the Punchlist items, forwarded as-builts, warranties, and maintenance manuals. District staff has executed the Notice of Completion and filed that document with the County. The Notice of Completion is attached for reference.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees accept the Hillside Parking and Drop-Off Project #17-23 as complete, and ratify staff's action to execute and file the Notice of Completion.

RECORDING REQUESTED BY

Mr. Ted O
South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

AND WHEN RECORDED MAIL TO:

Mr. Ted O
South San Francisco Unified School
District 398 B Street
South San Francisco, CA 94080

R & S Code 6103

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

Notice of Completion*

Notice is hereby given that Ted O, the undersigned, agent of the owner of the certain lots, pieces, and or parcels of land:

Hillside Pre-School situated in San Mateo County, State of California.

That the South San Francisco Unified School District as owner of said lands, did, on the twenty-fifth (25th) day of May 2023, approve a contract with the original contractor whose name is **Raposo Engineering, Inc.** for the work done and the materials furnished under that contract as follows:

Toilet Pods Repairs Project #17-23 at: Hillside Pre-School (formerly Hillside Elementary School) 1400 Hillside Blvd., South San Francisco, CA 94080.

On the nineteenth (19th) day of December 2023, the above-reference contract or work of improvement, as a whole, was completed by Raposo Engineering, Inc. for the South San Francisco Unified School District.

Page 1 of 2

The names and addresses and interests of all the owners of said property are as follows:

Name and Address

Nature of Interest or Estate

South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

Owner

By Ted O
Ted O
Authorized Agent for SSFUSD

VERIFICATION

I am Ted O, the agent of the owner of the property described in the foregoing notice. I have read the foregoing notice and know the contents thereof and the same of my own knowledge. I declare under penalty of perjury of the laws of the State of California that the foregoing is true and correct.

Dated: JANUARY 8, 2024 at South San Francisco, California

Ted O
Ted O

*This document is to be recorded in the office of the County Recorder in which the site is located within 10 days after completion.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services
William Savidge - Facilities Management Consultant

DATE: January 25, 2024

RE: Acceptance of the Toilet Pods Repairs Project #01-23 as Complete and Ratify Staff's Action to File a Notice of Completion

BACKGROUND:

The South San Francisco Unified School District ("SSFUSD") awarded a contract for the Toilet Pods Repairs Project at Monte Verde ES, Skyline ES, and Alta Loma MS, SSFUSD Project #01-23, to Joseph Cumisky Construction Corporation on January 19, 2023. The project is complete and in use by the District. The Contractor has completed all of the Punchlist items, forwarded as-builts, warranties, and maintenance manuals. District staff has executed the Notice of Completion and filed that document with the County. The Notice of Completion is attached for reference.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees accept the Toilet Pods Repairs Project #01-23 as complete, and ratify staff's action to execute and file the Notice of Completion.

RECORDING REQUESTED BY

Mr. Ted O
South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

AND WHEN RECORDED MAIL TO:

Mr. Ted O
South San Francisco Unified School
District 398 B Street
South San Francisco, CA 94080

R & S Code 6103

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

Notice of Completion*

Notice is hereby given that Ted O, the undersigned, agent of the owner of the certain lots, pieces, and or parcels of land:

Monte Verde Elementary School, Skyline Elementary School, and Alta Loma Middle School all situated in San Mateo County, State of California.

That the South San Francisco Unified School District as owner of said lands, did, on the nineteenth (19th) day of January 2023, approve a contract with the original contractor whose name is **Joseph Cumisky Construction Corporation** for the work done and the materials furnished under that contract as follows:

Toilet Pods Repairs Project #01-23 at: Monte Verde Elementary School, 2551 St. Cloud Ave, San Bruno, CA 94066; Skyline Elementary School 55 Christen Ave. Daly City, CA 94015; and, Alta Loma Middle School 116 Romney Ave., South San Francisco, CA 94080.

On the fifteenth (15th) day of December 2023, the above-reference contract or work of improvement, as a whole, was completed by Joseph Cumisky Construction Corporation for the South San Francisco Unified School District.

Page 1 of 2

The names and addresses and interests of all the owners of said property are as follows:

Name and Address

Nature of Interest or Estate

South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

Owner

By Ted O

Ted O
Authorized Agent for SSFUSD

VERIFICATION

I am Ted O, the agent of the owner of the property described in the foregoing notice. I have read the foregoing notice and know the contents thereof and the same of my own knowledge. I declare under penalty of perjury of the laws of the State of California that the foregoing is true and correct.

Dated: JANUARY 8, 2024 at South San Francisco, California

Ted O

Ted O

*This document is to be recorded in the office of the County Recorder in which the site is located within 10 days after completion.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
William Savidge - Facilities Management Consultant

DATE: January 25, 2024

RE: Approval of Award of Contract with Capital engineering for the Heating Ventilating and Air Conditioning (HVAC) Projects Package B

BACKGROUND:

The HVAC Projects Package B is under construction and includes new and upgraded systems at Hillside Pre-School site, Parkway Heights MS Administration Building, Spruce ES Gymnasium, and Martin ES Multi-Purpose Building, Administration Building and Classroom Wing A.

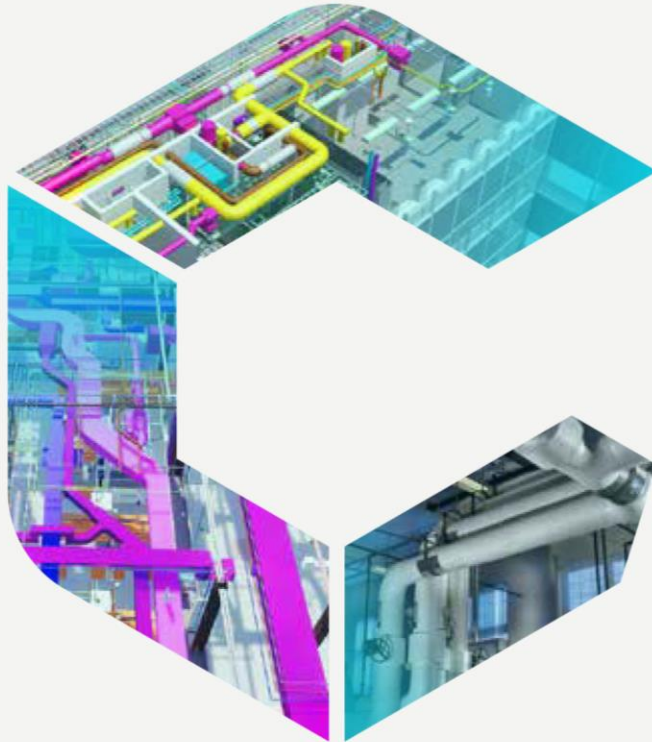
It is appropriate at this time to bring on a Commissioning Agent for the project. Commissioning is critical with HVAC installations and involves independent review of the contractor's installation for conformance with the design documents. Commissioning also includes pre-functional testing, start-up, and system testing including coordination of the controls and the HVAC units. Capital Engineering's proposal is attached and provides full details regarding their scope of services.

FISCAL IMPLICATIONS:

By this action: **\$48,600**. This will be paid from the District's Fund 14.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract to Capital Engineering, for the HVAC Project Package B commissioning services, in the amount of \$48,600.



PROJECT NAME:

HVAC REPLACEMENT PROJECTS PACKAGE B #16-23

OWNER:

South San Francisco Unified School District

PROPOSAL# 240014.00

Prepared by Ashkan Azarkeyvan



DATE: 1/9/24

William Savidge
Principal Consultant
K12 School Facilities
2309 Grant St.
Berkeley, CA 94703

PROJECT: HVAC REPLACEMENT PROJECTS PACKAGE B #16-23

SUBJECT: PROPOSAL FOR COMMISSIONING SERVICES
PROPOSAL NUMBER OP# 240014.00

Dear Bill,

Please find enclosed our detailed proposal for your kind consideration.

Please let us know if you have any questions, suggestions, or changes (however small) to the proposal; we want to hear from you and have this proposal answer all your questions and meet all your needs.

A. Project Description: Heating, Ventilation and Air Conditioning (HVAC) systems replacement project at Hillside Pre-School, Martin Elementary School, Spruce Elementary School and Parkway Heights Middle School.

Demolition of existing mechanical units and components, minor associated demolition of existing building elements including identified hazardous materials abatement, preparation of existing buildings and site areas to receive new equipment, installation of new HVAC equipment and all components for a complete and operating system including mechanical equipment – furnaces, heat vent units, condensing units, heat Pumps, ducts, cassettes, refrigerant lines, and controls. Electrical work including minor electrical demolition, new electrical connections as required for new equipment.

1. The general building program includes:
 - a. Parkway Heights Middle School
 - 1) Administration Building (approximately 3,000 s.f.)
 - (1) Installation of a new VRF System including Indoor Fan Coil Units, Heat Recovery Units, DOAS, Furnace Unit, Mini Split
 - (2) HVAC Controls Integration
 - b. Spruce Elementary School



- 1) Gymnasium Building (approximately 7,000 s.f.)
 - (1) Installation of Heating and Venting Units, Exhaust Fans, Relief Vents
 - (2) HVAC Controls Integration
- c. Hillside Childrens Center
 - 1) Classroom Building (approximately 8,000 s.f.)
 - (1) Installation of a Gas Type AC Unit, 7 gas furnaces and Relief Ventilators
 - (2) HVAC Controls Integration
- d. Martin Elementary School
 - 1) Bldg. A (Classroom Bldg. approximately 7,500 s.f.)
 - (1) Installation of (8) Furnaces, (2) Split System HP Units
 - (2) HVAC Controls Integration
 - 2) Bldg. E (Admin Bldg. approximately 1,300 s.f.)
 - (1) Installation of (5) VRF Fan Coil Units, (1) HRU, BSB
 - (2) HVAC Controls Integration
 - 3) Bldg. G (MP/Gym Bldg. approximately 4,300 s.f.)
 - (1) Installation of a Vertical Furnace
 - (2) HVAC Controls Integration
 - 4) Bldgs. B, C, D, F (Classroom Bldgs.)
 - (1) (11) Damper actuators to existing wall-mounted relief louvers Interlock dampers to existing furnaces
 - (2) HVAC Controls Integration
2. Project sustainability goals: Unknown
3. Estimated construction costs: Unknown
4. Schedule / Duration:
Below is a summary of the construction schedule (or durations) per the data provided, used in part, to develop our Commissioning fees:



- a. One Phase of construction is assumed with a total duration not exceeding eight months.
 - 1) Parkway Heights MS Completion 2/26/24
 - 2) Spruce ES Completion 3/19/24
 - 3) Hillside Children's Center Completion: Unknown
 - 4) Martin ES Completion
 - (1) Bldg. A (Classroom) Completion 4/26/24
 - (2) Bldg. E (Admin) Completion 12/26/23
 - (3) Bldg. G (MP/Gym) Completion 5/8/24
 - (4) Bldgs. B, C, D, F (Classroom) Completion 2/14/24

Should there be any deviation to the durations for design and construction milestones depicted in the RFP, our commissioning fees are subject to change

B. Assumptions:

- 1. General:
 - a. The scope of work will be documented in no more than one phase of construction.
 - b. The project delivery method is Design, Bid, Build

C. Scope of Services:

- 1. Applicable Standards
 - a. Per South San Francisco USD Specification 01 91 00
- 2. Commissioned Systems
 - a. HVAC and Related Controls
- 3. Sampling strategy during the functional tests per the list below:
 - a. 100% HVAC and Related Controls
- 4. Commissioning Activities:
 - a. Design Phase
 - 1) Not Applicable
 - b. Construction Phase



- 1) Commissioning Coordination Meetings: Attend a limited number of meetings to coordinate and lead commissioning activities with construction team members.
 - 2) Installation verification: Attend a limited number of site inspections to confirm equipment is installed per the construction drawings with maintenance access provided and equipment is ready for startup.
 - 3) Functional Testing:
 - (1) Development: Write functional tests for commissioned systems and distribute them to the Commissioning team for their review and comments. Revise and finalize the test procedures accordingly.
 - (2) Witnessing: Attend functional testing of commissioned systems executed by the Contractor only after written confirmation of system readiness to perform testing from the appropriate subcontractor is received by SCA.
 - (3) Recording: Systems Commissioning Authority to complete the functional test forms and maintain a commissioning issues log indicating any test failures.
 - 4) Issues Back-check: When the Systems Commissioning Authority is notified that noted corrections have been made, SCA will back-check the corrections and update the issues log. Test and issues log will be provided to the owner.
 - 5) Operations Training: The Systems Commissioning Authority will review the training plans provided by the Contractor.
 - 6) Commissioning Report: SCA will assemble content provided by self and others to provide District with a Final Commissioning Report to document process.
- c. Post Occupancy Phase
- 1) Not Applicable
5. Summary of major activities provided in this fee proposal:
- a. Design
 - 1) Not Applicable
 - b. Construction Phase
 - 1) Six (6) Virtual Commissioning Coordination meetings during the construction phase.



- 2) Three (3) In-Person Commissioning Coordination meetings during the construction phase.
 - 3) One (1) review and one back-check of commissioned systems' submittals packaged and transmitted as per the specifications.
 - 4) Up to Three (3) Installation Verification Field Investigations combined with the on-site meetings. (Limited to a 2 person-day)
 - 5) Up to Three (3) TAB Sample verification / Startup Witnessing / Duct leakage Testing / Piping Pressure testing site visits. (Limited to 1.5 person-days)
 - 6) No Training witnessing site visits.
 - 7) Up to Three (3) Functional Testing site visits. (Limited to 3 person-days)
 - 8) Up to Two (2) Issues Back-check site visits. (Limited to a 1 person-day)
 - 9) One (1) Trend review analysis of 2 weeks data per project is included.
- c. Post Occupancy Phase
- 1) Not Applicable

D. Clarifications:

1. Construction Phase Project delays beyond one month are not foreseen.
2. Certified Payroll. Certified Payroll does not apply to professional services firms.

E. Extra Services: The following services are not included in this proposal.

1. Employment of special sub-consultants at the request of the Client.
2. Life cycle cost analyses, owning or operating cost studies, and energy effectiveness studies.
3. Partnering sessions, value engineering sessions, or review of Contractor or Construction Manager's proposed cost-cutting recommendations.
4. Work involved in securing utility company rebates.
5. Standalone data logging services and related data analysis
6. Additional time over and above the normal and customary to clarify, negotiate, or otherwise respond to unreasonable or inaccurate interpretations of the construction drawings or sequence of operation by the Contractor including



circumstances where we become “caught in the middle” between the Contractor and the Designer.

7. Review of submittals beyond what is described in the Scope of Services section of this proposal.
8. Construction Phase Change orders, ACDs, RFIs, etc: Should a contractor choose to construct the project in a means different than what is indicated in the bid documents by choice and this requires modifications of the Commissioning documents or requires additional commissioning coordination or field activities, this is beyond the scope and will be considered an additional service. This includes changes in documents due to the Contractors substitution of equipment.
9. Prolonged Commissioning activities and coordination: We have based our proposal upon the schedule noted earlier. Prolonged support services for construction, if the initial construction time schedule is exceeded by more than 15% through no fault of Capital Engineering, it will result in a request for additional funding.

F. Materials and Services Furnished by Others:

1. Contractor's Responsibilities:
 - a. The commissioning Coordinator hired by the contractor is assumed to be the point of contact for the Systems Commissioning Authority
 - b. Construction phase Title 24-2019 acceptance test execution and form completion, completed by the contractor.
 - c. Installation checklists shall be completed by the contractor in a timely manner per the project and commissioning schedule.
 - d. Contractor shall provide the equipment startup reports, controls startup reports, Test and Balance report, Operations and Maintenance Manuals, As-built drawings, Warranty documents, and any other deliverables per the specification requirements in a timely manner per the project and commissioning schedule.
 - e. The contractor shall provide resources, tools, or temporary equipment to execute the functional tests.
 - f. The contractor is responsible to coordinate, schedule, and record the training sessions per the specification requirements.
 - g. During the construction phase, the contractor will provide live access to “For construction” drawings and specifications, as well as any shop drawings or as-built drawings.
 - h. During the construction phase, the contractor will provide live access to the RFIs, ASI's, and approved COs.



2. All reproduction, including drawings, specifications, and reports.

G. Compensation:

1. Basic Services: Compensation for Basic Services outlined under Paragraph C above shall be lump sum as follows:

Design Phase (Not Applicable)	\$0.00
Construction Phase	\$48,600.00
Post Occupancy Phase (Not Applicable)	\$0.00
TOTAL	\$ 48,600.00

Add Alt#1 Each Extra Half A Day Site Investigation and Reporting at the Client's Request \$2,470.00

The fee provided is valid for 90 days from the date of the proposal. If the Project begins after this time Capital may request an adjustment to the fee to reflect the extended start date.

2. Extra Services:
 - a. Compensation for authorized Extra Services as defined above shall be hourly at the rates indicated in the attached rate schedule.

3. Reimbursable Expenses:

All expenses are included in the compensation of the basic services per section G.1 above.

H. Insurance Coverage:

1. Professional Liability \$1,000,000 per claim

Please call should you have any questions.

Thank you for the opportunity to offer our services.
Gratefully Yours,

Ashkan Azarkeyvan, P.E., CxA, LEED AP
Associate Principal, Commissioning Director
Capital Engineering Consultants, Inc.
aazarkeyvan@capital-engineering.com
916-851-3520



TERMS and CONDITIONS:

The following Terms and Conditions will govern all services performed on behalf of the Client and are hereby incorporated into the Engineering Fee Proposal.

1. **Payment.** All fees and other charges will be billed to the Client monthly and will be due and payable no later than 60 days after the date of invoice. The client will pay Capital, Inc. ("Capital") interest on past due amounts at the rate of 1.5 percent per month or the highest amount permitted by law, whichever is greater. In addition to all other remedies, Capital may withhold delivery of services, reports, plans, specifications, documents, or other deliverables if the Client fails to pay any invoice when due. Payment to Capital will not be withheld, postponed, or made contingent on the construction, completion, or success of the project or upon receipt by the Client of project funds, offsetting reimbursements, or credits from other parties. No withholding, deductions, or offsets shall be made from Capital's compensation for any reason unless Capital has been found to be legally liable for such amounts. Payment of Capital's fees shall be a condition precedent to bringing any action or suit against Capital.
2. **Additional Services.** Any services not explicitly described as being performed by Capital or its sub-consultants are excluded. If agreed to in writing by Client and Capital, Capital will provide additional services. The client will pay Capital for such additional services in accordance with Capital's current fee schedule or as otherwise agreed by Client and Capital in writing. These Terms and Conditions will apply to all additional services provided by Capital. In the case of additional services added to the Commissioning Fee Proposal, Capital's liability shall be limited to the extent of the additional fee for the specific additional services added.
3. **Professional Standards.** Subject to all conditions set forth herein, Capital will only be liable for breaching its obligation to perform its services to the level of competency maintained by other practicing engineering professionals in the same or similar community performing the same services at the same time as they were performed by Capital. Capital makes no warranties, either express or implied. Capital does not guarantee the completion or quality of performance of contracts by the construction contractor or subcontractors, or other third parties, nor accepts responsibility for their acts, omissions, or any safety precautions.
4. **Independent Contractor.** The relationship of Capital to Client shall at all times be that of an independent contractor. Capital shall not be liable for the acts of Client or its agents in performing Work.
5. **Document Ownership.** Capital holds the copyright for all documents, drawings, and specifications produced by Capital, and such documents shall be the property of Capital, except when otherwise provided by law, governmental requirement, or by prior agreement, these documents become public property or the property of the Client. A limited license is granted to use the documents for the specific purposes and projects covered by the Agreement. Reproduction of these documents either in hard copy or soft copy (including posting on the web) is prohibited without copyright permission. No right to create modifications or derivatives of Capital documents is granted pursuant to this limited license. Any product, process, or technology described in the documents may be the subject of other Intellectual Property rights reserved by Capital. The drawings, specifications, and reproductions thereof are instruments of service to be used only for the specific project covered by the Agreement between the Client and Capital. Capital assumes no liability for misinterpretation, modification, or misuse by others of any instruments of service prepared by Capital in accordance with its services.
6. **Electronic Documents.** If Capital provides Client any design documents, including but not limited to plans and specifications, in electronic form ("Electronic Documents"), acceptance and use of the



Electronic Documents by Client shall be at Client's sole risk and Client will: (a) Waive and covenant not to sue Capital alleging any inaccuracy or defect in the Electronic Documents; (b) Agree that Capital makes no representation with regard to the compatibility of the Electronic Documents with Client's software or hardware; and (c) to the fullest extent permitted by law, indemnify, hold harmless, reimburse and defend Capital from, for and against any alleged claim, damage, liability, or cost, including but not limited to attorneys' fees, that may arise from Client's use of the Electronic Documents or any subsequent modification of the Electronic Documents by any person or entity.

7. **Schedule.** *Capital will perform its services with reasonable diligence consistent with sound professional practice as ordinarily provided by engineers practicing in the same or similar locality under the same or similar circumstances. The client will require its other consultants and Contractors to incorporate into their schedules reasonable periods of time for Capital to perform its services and will require that they coordinate their services with Capital's services. The client is aware that many factors outside the Capital's control may affect Capital's ability to timely perform and complete its services and the Client agrees that Capital is not responsible for damages arising directly or indirectly from any delays, including but not limited to liquidated damages.*
8. **Construction Support.** *Commissioning support services will be performed solely for the purpose of reviewing portions of the work for general conformance with the design concept set forth in the contract plans and specifications. These services are different from inspection services. The Client shall coordinate the Contractor's involvement in any Capital commissioning services and shall provide Capital all necessary contracts and documents to perform the same. Capital is not a Contractor and does not provide the services of a Contractor under any circumstances. Capital will not supervise, direct or have control over any Contractor's work, nor will Capital have any responsibility for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor, nor will Capital be responsible for the Contractor's safety precautions and programs in connection with the work, nor will Capital be responsible for the Contractor's failure to perform the work in accordance with the requirements of the contract documents or applicable building or structural codes, nor will Capital be responsible for the acts or omissions of the Contractor or of any other persons or entities performing portions of the work, all of which are the sole responsibility of the Contractor or its agents.*
9. **Submittal Review.** *Capital will review and render appropriate services on shop drawings, product data, samples, and other submittals required by the contract documents. Such review shall be solely for general conformance with the design intent and the information shown on the contract documents. Capital's review will not include a review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, compliance with applicable building or structural codes, coordination of the work of other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. Capital's review will be conducted with reasonable promptness while allowing sufficient time in Capital's judgment to permit adequate review. Review of a specific item shall not indicate acceptance of an assembly of which the item is a part. Capital will not review and will not be responsible for any deviations from the contract documents not clearly identified in writing on the submittal by the Contractor, nor will Capital be required to review partial submissions or those for which submissions for correlated items have not been received.*
10. **Termination for Convenience.** *Either Capital or Client may terminate this Agreement at any time with or without cause upon giving the other party ten (10) calendar days prior written notice. The client will pay Capital for all services rendered and all costs incurred up to the date of termination, along with all other reasonable termination costs, including but not limited to expenses directly attributable to termination, plus an amount for the Capital's anticipated profit on the value of the*



services not performed by Capital. If no notice of termination is given, Capital's obligations created by this Agreement will be terminated upon completion of the services.

11. **Notice of Deficiencies.** The client shall provide prompt written notice within thirty (30) days of when the Client becomes aware or should have reasonably been aware of any fault or defect in the project, including errors, omissions, or inconsistencies in the services and work product provided by Capital.
12. **Waiver of Subrogation.** Client and Capital waive all rights against each other for damages or loss to the extent covered by any available insurance. The client will require all of the Client's insurers to waive subrogation against Capital and the Client will contractually require all of its Contractors, consultants, and agents of any tier to have their respective insurers waive subrogation against Capital.
13. **Indemnity.** Subject to all provisions of this Agreement and to the fullest extent permitted by law, Client shall indemnify, hold harmless, reimburse and defend (with counsel of Capital's choice) Capital, its employees, officers, directors, and agents from, for, and against all actual or alleged claims, losses, damages, costs, and expenses arising from or related to the work, the Project, or this Agreement (with the sole exception that Client will have no duty to indemnify Capital from claims or losses to the extent those claims or losses are caused by the fault or negligence of Capital or its employees as adjudicated by a court of competent jurisdiction). Under no circumstances shall Capital be liable for any actual or alleged claims, losses, damages, costs, and expenses arising from or related to the work, fault, or negligence of its sub-consultants.
14. **Modifications.** No change, modification, or amendment to this Agreement will be valid unless agreed to by both of the parties hereto in writing.
15. **Successors and Assigns.** This Agreement shall inure to the benefit of and shall be binding upon each of the parties hereto and such parties' partners, successors, executors, administrators and assigns.
16. **Arbitration.** The client agrees that any claim, damage, or dispute arising out of these Terms and Conditions or any services performed by Capital will be resolved by binding and confidential arbitration before a single arbitrator in the state where the project is located. The parties shall mutually select the arbitrator and the rules applicable to the arbitration process. Unless the parties mutually agree otherwise, the arbitration shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. As a condition precedent to serving a demand for arbitration, the Client agrees that it will obtain a written certificate executed by an independent design professional with similar experience on similar projects and licensed in the jurisdiction in which the project is located certifying that Capital failed to meet the applicable standard of care. The client will provide Capital with a copy of the certificate and all written analyses supporting the certificate's findings at least 30 days before serving a demand for arbitration. Client and Capital agree that any party hereto shall commence all claims and causes of action within the period specified by applicable law but in any case, not more than ten (10) years after the date of substantial completion of the project. Client and Capital waive all claims and causes of action not commenced or noticed in accordance with the time periods in this section.
17. **Governing Law.** The laws of the State that the project is constructed will govern the validity of this Agreement, its interpretation, and performance. Any dispute arising in any way from this Agreement shall be subject to the jurisdiction of the courts of that State.
18. **Client's Terms.** Any terms and conditions set forth or referenced in Client's purchase order, requisition, or other notice of authorization to proceed are inapplicable to the services provided



under this proposal or any related agreement, except when specifically accepted or confirmed in writing and signed by Capital.

19. **Limitation of Liability.** *The client agrees that, in recognition of the relative risks and benefits of the project, Capital's aggregate joint, several and individual liabilities, whether for breach of contract, breach of warranty, negligence, professional malpractice, strict liability, or otherwise will be limited to an amount no greater than \$1 million or Capital's fee, whichever amount is lesser. This provision will survive the termination or expiration of this Agreement.*
20. **Limitation of Remedy.** *Client covenants that it will not, under any circumstances, bring a lawsuit, arbitration demand, or claim of any kind against Capital's individual employees, officers, directors, or agents, and that Client's sole remedy will be against Capital, Inc.*
21. **Entire Agreement.** *This Agreement contains all terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist, or bind any of the parties hereto.*



**Capital Engineering Consultants, Inc.
2024 Hourly Billing Rates**

	<u>2024</u>
Sr. Principal	\$260.00
Principal	\$236.00
Director	\$228.00
Sr. Project Manager	\$217.00
Project Manager	\$208.00
Field Services	\$204.00
Senior Engineer	\$185.50
Engineer	\$169.50
Senior Designer	\$159.00
Designer	\$146.00
Technician / CADD	\$134.50
Intern	\$125.00
Project Administrator	\$113.50
Sr. Admin.	\$79.50
Clerical / Admin.	\$63.50

Capital Engineering Consultants, Inc.

- **Tax ID No. 94-1492674**
- **CA Business License # C0398323**
- **DIR # 100020121**
- **Small Business Certification ID 35757**

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services
Wazi Chowdhury – Director of Facilities and Safety

DATE: January 25, 2024

RE: Approval of Award of Contract to Purchase Playground Equipment for the Hillside School Site to Game Time

BACKGROUND:

The playground structure located in the Kindergarten play yard at the Hillside school site is in need of replacement to ensure the safety of our student users. Staff are no longer able to repair this aging equipment.

The District received bids from three contractors as follows:

G & G Builders, Inc.	\$106,612.00
Game Time	\$102,141.68
Community Playgrounds	Non-Responsive

The lowest responsive and responsible bidder is Game Time at \$102,141.68. They are located in Spring Lake, New Jersey.

FISCAL IMPLICATIONS:

By this action: **\$102,141.68** will be paid from Fund 14 (Deferred Maintenance)

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract to purchase playground structure equipment for the Hillside school site, to the lowest responsive, responsible bidder, Game Time, in the amount of \$102,141.68.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services
Wazi Chowdhury – Director of Facilities and Safety

DATE: January 25, 2024

RE: Approval of Award of Contract to Purchase Playground Equipment for the Mills Montessori Preschool to Game Time

BACKGROUND:

Mills Montessori Preschool leases a portion of the District’s Hillside campus. The playground structure located at the Hillside Montessori Preschool play yard is in need of replacement to ensure the safety of the student users. Staff are no longer able to repair this aging equipment.

The District received bids from three contractors as follows:

G & G Builders, Inc.	\$69,972.00
Game Time	\$66,762.01
Community Playgrounds	Non-Responsive

The lowest responsive and responsible bidder is Game Time at \$66,762.01. They are located in Spring Lake, New Jersey.

FISCAL IMPLICATIONS:

By this action: **\$77,762.01** will be paid from Fund 14 (Deferred Maintenance)

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract to purchase playground structure equipment for the Mills Montessori preschool, located at the Hillside school site, to the lowest responsive, responsible bidder, Game Time, in the amount of \$66,762.01.