SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
A G E N D A A N D O R D E R O F B U S I N E S S – REGULAR MEETING
Thursday, December 14, 2023

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 December 14)

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 - 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

C. PLEDGE OF ALLEGIANCE will be led by Ponderosa ES 5th grade student Lorenzo Perez.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION

F. BOARD OF TRUSTEES' REORGANIZATON - THE SUPERINTENDENT ASSUMES THE CHAIR

- Nomination(s) for President, close nominations, appointment
- Nomination(s) for Vice President, close nominations, appointment
- Nomination(s) for Clerk, close nominations, appointment

G. New Board President assumes the Chair

- Remarks from incoming President

ACTION

PAGE

1. ADMINISTRATION

a. Resolution No. 23-56 Honoring Trustee Chialin Hsieh 1

Staff recommends the adoption of Resolution #23-56: To honor Trustee Chialin Hsieh for her service as President of the Board 2022-23.

- Remarks from outgoing President Hsieh

2. HUMAN RESOURCES

a. Resolution No. 23-57 Honoring Commissioner Scott Grindy 2

Staff recommends the adoption of Resolution #23-57: To honor Commissioner Scott Grindy for his years of service on the Personnel Commission.

H. REVIEW OF AGENDA

I. PTA COUNCIL REMARKS

J. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

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

K. PERSONNEL COMMISSION

L. ITEMS FROM THE BOARD

- Announcements
- Board Calendar
- Board Committee Reports

M. SUPERINTENDENT'S REPORT

a. CSBA Annual conference update

b. Holiday greetings

c. Other

N. STUDENT TRUSTEE REPORTS

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

O. 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/BoardMeeting12142023 beginning at 3:00 p.m. on Monday, December 11, until 3:00 p.m. on Thursday, December 14. 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.

P. 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: Ponderosa Elementary School

Principal Julie Erskine will share, with the Board, educational priorities and programs at Ponderosa Elementary School.

b. Performance Management – Career Technical Education (CTE) 3

Director Jason Brockmeyer and CTE Coordinator Jennifer Rockett will review the District's Career Technical Education in terms of Performance Management as a tool for analysis and improvement of performance.

Q. PRESENTATION WITH POTENTIAL ACTION

PRESENTATION

2. BUSINESS SERVICES

a. First Interim Financial Report

Assistant Superintendent Ted O will present, to the Board, the 2023-24 First Interim Financial Report, for the period ending October 31, 2023.

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ACTION *(continued)*

2. BUSINESS SERVICES

a. Approval of the First Interim Financial Report and Positive Certification of Financial Condition 4 - 5

Staff recommends the approval of 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, as presented to the Board.

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

		PAGE
1. ADMINISTRATION		
a.	Minutes of the November 16, 2023 Regular Board meeting.	6 - 39
b.	Minutes of the December 4, 2023 Board Polices and Board Bylaws Committee meeting.	40 - 41
c.	Children's Center Continued Funding CSPP State preschool contract for the 2024-25 school year.	42 - 59
2. EDUCATIONAL SERVICES		
a.	Permission for SSFHS Varsity Wrestling Team students to travel to Clovis, CA, on December 14-16, 2023.	60
b.	Permission for Baden HS counselor to attend the CASC Conference in Monterey, CA, on February 8-9, 2024.	61
c.	Permission for one each Alta Loma MS and Westborough MS staff members to attend the CADA State Conference in Reno, NV, on March 6-9, 2024.	62 - 63
d.	Permission for SSFHS Earth Club students to travel to Sugarloaf Ridge (Sonoma County), CA, on March 15-17, 2024.	64 - 65
e.	Permission for Alternative Education Principal to attend the COABE National Conference in Nashville, TN, on March 17-20, 2024.	66 - 67
f.	Permission for Westborough MS 8th grade honor students to travel to Washington D.C. and New York, March 27-April 3, 2024.	68 - 69
3. HUMAN RESOURCES		
a.	Certificated Personnel Assignment Order.	70
b.	Classified Personnel Assignment Order	71 - 72

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4. BUSINESS SERVICES

a. Purchase Order Listing, October 1-31, 2023. 73 - 82

b. Warrant Register, October 1-31, 2023. 83 - 125

c. Cash Receipts, October 1-31, 2023. 126 - 137

d. Declaration of surplus items. 138 - 141

e. Gifts to the District, November 2023. 142 - 144

f. Fundraising events for the 2023-24 school year. 145 - 146

g. Professional services agreements under $25,000. 147 - 148

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ACTION *(continued)*

1. ADMINISTRATION

b. Selection of Participants on Board Subcommittees 149

Board members will decide on their participation in subcommittees, in particular, the Board Policies and Bylaws subcommittee, the City-School District subcommittee, and the Facilities subcommittee.

c. Resolution No. 23-58 School Board Recognition Month 150

Staff recommends the adoption of Resolution #23-58: To acknowledge the SSFUSD school board and its role in supporting student achievement.

d. CSBA Delegate Assembly Nomination(s) 151 - 160

There are three CSBA Delegate Assembly seats up for election this year in subregion 5B (San Mateo County). The Board will decide if they wish to nominate a Board member or members to run for the CSBA Delegate Assembly, as presented to the Board.

e. Approval of District's Updated Board Bylaw and Policies 161 - 201

Staff recommends the approval of the following updated District's Board Bylaw and Policies and waive a second reading, as presented to the Board.

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
10. BB 9250 - Remuneration, Reimbursement, and Other Benefits

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2. EDUCATIONAL SERVICES

a. Approval of the 2024 Summer School Programs 202 - 204

Staff recommends the approval of the 2024 Summer School programs, as presented to the Board.

b. Approval of Funding Changes to Non-Public Agencies (NPAs) Contracts 205 - 206

Staff recommends the approval to allow 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, as presented to the Board.

3. HUMAN RESOURCES

b. Approval of Appointment of Personnel Commissioner as CSEA's Representative 207 - 208

Staff recommends the approval of the appointment of Michael Glines as CSEA's representative to the Personnel Commission for a three-year term, December 1, 2023 through December 1, 2026, as presented to the Board.

c. Approval of a Variable Term Waiver 209

Staff recommends the approval of the Variable Term Waiver for Ahmad Rafah, a certificated employee at Parkway Heights MS, as presented to the Board.

d. Approval of Addendum to the Purchase Agreement with EveryDay Labs, Inc. Attendance Software 210 - 214

Staff recommends the approval of the addendum to the District's annual subscription agreement with EveryDay Labs, Inc. attendance software, a web-based platform which provides real-time analysis of attendance trends and patterns at the District, school, and student levels, as presented to the Board.

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e. Approval of an Agreement with the BambooHR Advantage Hiring and Onboarding System 215 - 216

Staff recommends the approval of 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, as presented to the Board.

f. Approval to Continue the Agreement with The Education Team 217

Staff recommends the approval to continue the agreement with The Education Team to support the on-going need for substitute credentialed teachers for the 2023-24 school year, as presented to the Board.

3. BUSINESS SERVICES

b. Approval of an Agreement with CDW Government for a GoGuardian License to Monitor Online Student Activity 218 - 220

Staff recommends the approval of an agreement with CDE Government for a 3-year Go Guardian license to monitor online student activity, as presented to the Board.

c. Approval of Change Order #2 to the R&S Construction Management Inc. Agreement for the ECHS Accessible Pathway and ADA Ramp Project 221 - 224

Staff recommends the approval of 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, as presented to the Board.

d. Approval of Agreement with Hohbach-Lewin, Inc. for Topographic Survey Services at Westborough MS 225 - 229

Staff recommends the approval of 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, as presented to the Board.

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e. Approval of Agreement with Verde Design for Landscape Services at Westborough MS 230 - 241

Staff recommends the approval of the agreement with Verde Design for landscape services, in the amount of $734,600, for the Westborough MS Athletic Field and Pavement Project, as presented to the Board.

f. Approval of Agreement with Noll & Tam Architects for Project Assessment Services at Sunshine Gardens ES 242 - 246

Staff recommends the approval of the agreement with Noll & Tam Architects for project assessment services for the Sunshine Gardens ES Modernization Project, in the amount of $279,879, as presented to the Board.

g. Approval of Agreement with SANDIS Engineering, Inc. for Project Boundary Survey Services at Sunshine Gardens ES 247 - 251

Staff recommends the approval of the agreement with SANDIS Engineering, Inc. for project boundary survey services for the Sunshine Gardens ES Modernization Project, in the amount of $9,450, as presented to the Board.

h. Approval of Agreement with SANDIS Engineering, Inc. for Project Boundary Survey Services at the Foxridge Campus 252 - 256

Staff recommends the approval of the agreement with SANDIS Engineering, Inc. for project boundary survey services for the Foxridge Campus, in the amount of $29,880, as presented to the Board.

i. Approval of Agreement with Hamilton + Aitken Architects for the ECHS Central Kitchen Project 257 - 265

Staff recommends the approval of the agreement with Hamilton + Aitken Architects for architectural design and construction administration services for the ECHS Central Kitchen Project in the amount of $661,591, 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.

January 25, 2024

- Teaching and learning presentation - Alta Loma MS
- Recognition for outgoing Student Trustee Sergio
- Presentation on Induction
- 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 SARCS
- Approval to participate in the California Healthy Kids Survey for 2023-24
- Williams report for 4th quarter ending 12/31/23
- Resolution honoring African American History Month (February)
- Resolution for approval of Children's Ctr. 2024-2025 CCTR contract

February 8, 2024

- Teaching and learning presentation - ECHS
- Introduction of new Student Trustee Wong
- Presentation on Performance Management - Special Education
- Approval of DTS contract for 2024-25
- Approval of implementation of Science for Scientists for 2024-25
- Update on Governor's 2024-25 budget proposal
- 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 - 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
- Resolutions for retirees
- Resolution for Day of the Teacher (5/7)
- Resolution for Classified School Employee Week (5/12-5/14)

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 & 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

May 25, 2023

- Teaching and learning presentation - Alternative Education
- Presentation on the Facilities Department
- Approval of the agreement with SMCOE for Center for Learning Data Sharing
- Approval of the Children’s Center Program annual self-evaluation reports
- Approval of SPSAs
- Approval for destruction of Disposable Class 3 records
- Information on May revision of the Governor’s 2024-25 budget

- Resolution in support of LGBTQ+ Pride Month (June)
- Approval of Health Connected MOU for 2024-25
- Approval of the agreement with Remind for 2024-25
- Approval of the agreement with Newsela for 2024-25
- Approval of the agreement with BeGlad for 2024-25
- Resolution for Budgetary increases and year end transfers
- Approval of Bill Savidge K-12 Facilities Consulting agreement for 2024-25

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

RESOLUTION #23-56

Honoring Board President Chialin Hsieh

WHEREAS, *Trustee Chialin Hsieh has served the South San Francisco Unified School District Board of Trustees as its President from December 15, 2022, to December 14, 2023; and*

WHEREAS, *Throughout her tenure as President of the Board, Trustee Hsieh has conducted all meetings in a professional, productive, sincere, and diplomatic manner while staying focused on our students; and*

WHEREAS, *Trustee Hsieh has represented the Board as its President in a distinguished manner at numerous meetings, functions, and other activities as an advocate for public education, the School District, and its students; and*

WHEREAS, *During her tenure as President of the Board of Trustees, Trustee Hsieh has encouraged community participation at meetings, strived for transparency in all matters the Board considered and made sure parents, staff, and students had a voice in the District; and*

WHEREAS, *Trustee Hsieh has dedicated her efforts, while serving on the Board of Trustees, toward ensuring each student was afforded a worthwhile education which helped to prepare them for future career and personal goals; and*

WHEREAS, *Trustee Hsieh has based her decisions on issues brought before the Board of Trustees in relation to the welfare of all students, in the best interests of the District and the betterment of the South San Francisco community; and*

WHEREAS, *Trustee Hsieh has completed a CSBA training program specially created to educate board members in fulfilling their duties as an effective governance team member and as a "Masters in Governance" graduate continues to participate in several CSBA workshops and diverse study sessions to help maintain a cohesive, collaborative, and productive Board.*

NOW, THEREFORE, BE IT RESOLVED *that her fellow Board members do hereby recognize and honor this year of service by Trustee Chialin Hsieh as President of the Board of Trustees and extend to her their appreciation for her service and dedication to the Board, students, and to the entire South San Francisco Unified School District educational community.*

Regularly passed and adopted on this 14th day of December, 2023.

Ayes in favor of said Resolution: *ATTEST:*

_____ _____

Superintendent of Schools

_____

_____

December 14, 2023

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
RESOLUTION #23-57
Honoring Personnel Commissioner Scott Grindy

***WHEREAS**, The South San Francisco Unified School District wishes to take this opportunity to recognize the distinguished service of Personnel Commissioner Scott Grindy; and*

***WHEREAS,** Commissioner Grindy has served on the South San Francisco Unified School District's Personnel Commission from December 2017 through December 2023; and*

***WHEREAS,** During his time as Personnel Commissioner, Commissioner Grindy conducted the meetings in a professional, productive and diplomatic manner, encouraged community participation, strived for transparency in all matters the Commission considered, and made certain that classified staff had a voice in the District; and*

***WHEREAS,** Commissioner Grindy has dedicated his efforts, while serving on the Personnel Commission, toward supporting the principles of the merit system; and*

***WHEREAS,** Commissioner Grindy has based his decisions on every issue brought before the Personnel Commission in relation to the welfare of all classified employees and the betterment of the South San Francisco community; and*

***WHEREAS,** During his tenure on the Personnel Commission, Commissioner Grindy respectfully represented the Personnel Commission in a distinguished manner at School District functions and events;*

***NOW, THEREFORE, BE IT RESOLVED** That the Board of Trustees extend to Commissioner Grindy their appreciation for his years of distinguished service and dedication to the Personnel Commission, to our students, classified staff and to the entire South San Francisco Unified School District.*

Regularly passed and adopted on this 14th day of December, 2023.

Ayes in favor of said Resolution: *ATTEST:*

_____ _____

Superintendent of Schools

_____

_____

_____

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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: December 14, 2023

RE: Career Technical Education (CTE) - Performance Management Presentation

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BACKGROUND:

Performance Management (PM) is an integrated, systematic approach that contains three parts: (Strategic planning-LCAP), collaborative learning & accountability. PM leverages data in a timely manner. It allows for a deeper analysis of performance by drilling down to root causes (asking a lot of 'why' questions) which then helps us in determining specific actions that can be taken to improve what occurs in a classroom and improve the overall performance at a school/department. The purpose of PM is to provide level, overall performance to determine if we are making progress towards defined metrics/targets. So, for this CTE presentation we're reporting data on key CTE indicators.

FISCAL IMPLICATIONS:

None at this time.

RECOMMENDATION:

This presentation is for information 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: December 14, 2023

RE: Approval of the 2023-24 1st Interim Financial Report

BACKGROUND:

The Education Code requires school districts to submit interim financial reports twice a year. The 1st Interim Financial Report reflects transactions as of October 31, 2023 and must be adopted by the Governing Board by December 15, 2023.

As part of the1st Interim Financial Report, each school district must certify that its financial status is positive, qualified, or negative. Each of these terms is defined below:

- A positive certification means that the district will meet its financial obligations for the current fiscal year and subsequent two years.
- A qualified certification means that the district may not meet its financial obligations for the current fiscal year or two subsequent years.
- A negative certification means that the district will be unable to meet its financial obligations for the remainder of the fiscal year or for the subsequent fiscal year.

The South San Francisco Unified School District is submitting a **positive certification** for the 2023-24 1st Interim Financial Report.

The complete 2023-24 1st Interim Financial Report is available on the South San Francisco Unified School District website under Business Services, Financial Reporting.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended the South San Francisco Unified School District Board of Trustees approve the positive certification for the 2023-24 1st Interim Financial Report as presented.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of November 16, 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 - 7:00 p.m.

A. CALL TO ORDER

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

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

C. PLEDGE OF ALLEGIANCE - was led by Martin ES 5th grade student Diego Arroyo Maldonado. Teacher Deborah Carlino said when he grows up, Diego wants to be an actor or a secret spy. He created Martin ES' first Drama club and wants to attend the Actors Studio at NYC's Pace University. He is also a member of the Safety Patrol and has saved many people from stepping into oncoming traffic.

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 - No changes.

F. PTA COUNCIL REMARKS – PTA Council Secretary and Parkway Heights MS PTA Secretary Nalani Crivello Moors provided the update at this meeting. She thanked Trustee Amanda Anthony and Assistant Superintendent J. Marwan Hannon for attending their PTA Council meeting and listening to all their questions and concerns. Ms. Moors shared the dates of upcoming PTA unit meetings and events for some schools. She wished everyone a happy Thanksgiving and hopes to see the Board and Cabinet at the PTA Council dinner on December 5.

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - President Elizabeth Bales-Stutes acknowledged the work of the SSFCTA in securing a contract for the Children's Center staff and urged the Board to approve the tentative agreement "…and give hard working Children's Center staff their sorely needed and absolutely deserved improvements in pay and working conditions." Her union members voted to sponsor this year's Project Read trivia challenge. "Our wonderful Adult Ed students continue to delight and amaze us with their hard work and dedication to learning, and to making our school more fun and more welcoming for everyone. This semester, student leaders have already organized a school-wide Halloween party and a clothing swap…" She said their learners attend class in spite of many obstacles and two students are registered for community college. "My class is truly a collaboration between every single learner, myself, and our school staff. I invite you to visit and see for yourself."

South San Francisco Classroom Teachers Association - Interim President Shari Giusti thanked the District for negotiating with the SSFCTA for the Children's Center teachers' agreement so they now have a half hour of uninterrupted preparation time each day.

She said, "As an important decision-making body for our students and staff members, it is only right that you should hear many viewpoints to inform your decisions." In recognition of Native American Awareness Month, she provided some historic information on the Ohlone people, the first inhabitants of the District's land. These indigenous people had an abundant life and shared what they had with others. In the 1700s, the Spaniards converted them to Catholicism. They were forced into slave labor, live in the missions, and give up their culture. She related the story of her native Carmel Valley ancestor who was likely forced into marriage at 15 and had 10 children. "Her female descendants continued in that pattern, marrying at age 15 and having double digit numbers of children. Now I ask you, what message does this send about the purpose of a woman? What kind of historical trauma was set in motion culturally that has taken my family 250 years to send a woman to college? Please know that the land acknowledgment you say every meeting is more than an acknowledgment of the loss of land. It is a loss of identity, a loss of culture, a loss of life."

Ms. Giusti commented on the November 1 Professional Development Day, saying that a keynote speaker spoke about making a donation to the Ohlone people. "I was so surprised that someone I expected to be an expert on equity thought making a small donation…could make up for 250 years of oppression. If we want to open the door to equity for our students, …I feel we must also address evident inequities within our District, such as between administrators and teachers." She spoke about the following incidences and asked "What message does that send to us?" She said breakfast was sparse and many teachers at ECHS needed to buy lunch at Costco while select groups had a catered lunch. She asked why a presenter was able to Zoom and not be in person. "It is unfair, really, to be placed at roundtables and then scolded by District personnel for talking, accused of being disrespectful when the directions were confusing...." When a slide showed low test scores for some subgroups, the tone was not one of working together for a solution. "It was, 'This is unacceptable.' 'It must be the teachers' fault'." "I feel we can do better, though for our staff and our students. Morale in some schools and positions is not high. In our equity presentation, constructive listening was mentioned. Which is ironic because I hear complaints daily that the teachers on committees and in meetings are not being listened to. Please listen to the teachers. Like the Ohlone, we have something to share. Let's start with the premise that we have a purpose, that we know something, that we matter. After all, don't you want us to instruct our children with that premise, that they have a purpose, that they know something, and that they matter?"

California School Employees Association Chapter 197 - None

H. PERSONNEL COMMISSION - Assistant Superintendent Hannon reported that the last meeting was held on October 16. During that meeting, they ratified four position announcements and three eligibility lists, and approved two leaves of absence. The next Commission meeting will take place on November 20, 2023.

I. ITEMS FROM THE BOARD - None

J. SUPERINTENDENT'S REPORT

a. Ruby Bridges Walk to School Day - Dr. Shawnterra Moore reported that on November 14, Cabinet, Board members, and other dignitaries joined staff and students for this annual walk. In the 2017-18 school year, Martin ES teacher Deborah Carlino's 5th graders learned there was not a day to celebrate Ms. Bridges. They began a petition to establish one and collected over 1,000 signatures. The students received approval from the District, the City, and the SMCOE for this special day. In 2021, State Senator Josh Becker sponsored a resolution to make the Ruby Bridges Walk to School Day a Statewide observance. "Our community once again came together to show support for District students and we appreciate the support of our police department as well who ensured the safety of our community. I want to congratulate all of our scholars and … Mrs. Carlino for her ability to inspire

students to think critically, to ask questions, and to push for change to make the world a better place."

b. Thanksgiving - Dr. Moore shared the following message. "This November, we are one week from the Thanksgiving holiday, and I wanted to take the opportunity to express my deepest gratitude for the big and the small gifts, the privileges, the opportunities and the people with whom we are connected. I remain humbled to be part of a community where we treasure, value and celebrate the lives of one another as human beings. Where we uplift and respect others' beliefs, values, and perspectives despite divergent viewpoints, and I'm grateful that we strive to embrace others in ways that are loving and respectful. I want to acknowledge and empathize with all of the divisiveness and suffering occurring across the country and the world and express the ongoing hurt in my heart. And I also want to recognize that in this community, we seek to foster an environment of inclusivity, of respect, of openness, and interconnectedness whereby we are committed to creating an environment where every student, every family, and every staff member feels seen, safe and supported. So I ask as we indulge in holiday feasts this year, let us remember to stop, to be thankful for the relationships that have been cultivated, the opportunities, access and experiences we are privileged to enjoy, and the access and ability to be part of a diverse community, where we support and lift each other up despite our differences. Though we aren't always able to have control over what's happening in the world around us, we do have control over how we respond, and I hope that we will continue to treat one another with love and kindness and come together as one unified community. I wish all of you a wonderful Thanksgiving holiday."

K. STUDENT TRUSTEE REPORTS

1. Ira Sergio, Fall Student Trustee and ASB President SSFHS, highlighted the following recent and upcoming events at her site: The Homecoming dance was a success with a record attendance of 600; the School Community Commission worked hard to increase school cheer at the Fall Fest held on October 25 with several student activities including being able to pie the ASB Executive Officers; for the October 27 pink football game, the field was decorated and pink merchandise was given out in commemoration of October being Breast Cancer Awareness Month; the Drama department put on their fall play *The Odd Couple* on October 26-28; a costume contest on Halloween had many students posing and voting for the best costume; fall sports have ended and she commended the hard work of all the student athletes, especially the football team for their title as League Champions and advancing to CCS the first time since 2012; a talent show had many warriors show off their talents and it was an amazing opportunity for the school and community to bond, acknowledge, and celebrate the many talents of the student body; auditions for the spring musical, *The Little Mermaid*, have concluded; in the beginning of November, students of all cultures had the opportunity to enjoy

Ballet Folklórico performances, and enjoy delicious food and drinks for Dia de los Muertos; and on November 4, the Warriors managed to win the annual Bell Game against ECHS after five years.

2. Jamie Wong, Spring Student Trustee and ASB President ECHS, shared the following news from her school; As fall sports come to an end, senior nights are being held to recognize the student athletes' achievements in the various sports; girls' volleyball had a great season with a score of 11-1 and they advanced to CCS; even though they did not win the Bell Game this year, the Colts showed their determination and commitments throughout the season; the girls' tennis team ended in third place in their division and girls' golf had an outstanding season with three Lady Colts advancing to the playoffs; on Halloween, students and staff came to school dressed in their unique costumes and a pumpkin painting contest was held; the fall musical, *The 25th Annual Putnam County Spelling Bee*, opens tonight and runs through Sunday; on December 1, the Lady Colts will hold the first powder puff game in several years; and Maxine Rubina is ECHS's Student of the Month due to her commitment to academic excellence coupled with her positive influence on peers which makes her a shining example of the school values.

   Ms. Wong wished everyone a happy Thanksgiving.

L. PUBLIC COMMENTS

Megan Connery, ECHS's Math Department Chair, spoke about the math test scores in the District and how teachers felt it was their job to fix it. In discussion with her SSFHS counterparts, they compared class sizes with ECHS consistently have more students per class than South City. Some examples are SSFHS' Geometry class averaging 23 students vs. ECHS' 29 students, Algebra 2 honors 23 vs 31 students, and AP Calculus 22 vs. 32 students. She said another full time teacher in her department is needed for equity. But when she asked, she was told they are over one FTE at the school. "Instead of blaming the teachers, how about we talk about COVID, how about we talk about basic math facts, right?" "If we want to raise math test scores, I need help."

Jennifer Schurz, the Parkway Heights MS English Department Head, commented on the new middle school schedule this year. "I voted against the schedule and now that it's been in place for a semester, I know I was not wrong in opposing this regrettable situation." "…it is not equitable for our student body. In fact, it is doing our students a disservice." At her school, 40% of the students are English Learners, more than either of the other two middle schools. "Our students in particular need reading and math support. They need more instructional minutes, not less. But the new middle school schedule has cut their time in core subjects in half, for the sake of having electives." She said electives are scheduled at the expense of students learning to read and write. Teachers have packed classes and she herself sees 175 students each day. "Yet when the new schedule was proposed, we were told that our rosters would be smaller. This was a lie. We've also lost our common prep period because of this new schedule, despite being promised collaboration time. Another lie. As a department, we used to

meet and collaborate once a week. As a grade level, we also met once a week. Now, it's once a month if that. Our department has only met three times this year so far. It's completely unacceptable, and antithetical to our mission as a District." She encouraged people to read about block schedules vs. seven periods.

Tom Carney, a longtime SSF resident, requested an update from Dr. Moore or Dr. Chialin Hsieh concerning board members living outside their district for six or more months. He said the Board and District are accountable to the residents who fund the schools. District elections represent everyone, but they are getting "the deaf ear". He commented on the traffic situation at Martin ES's drop-off and pickup location, which he thinks is out of control. There are two lines of cars "running out" into speeding traffic. "So don't say you weren't told, don't say you don't know about the liability, you're told now. I would recommend school board members take a walk down there, step back and just watch what goes on." He suggested a drop-off area in the back to ease congestion.

Fionnola Villamejor stated that "The disorderly conduct of the people's business of unconstrained, unaccountable engagement with the people in South San Francisco is in the past. Upwards of five months have gone by since Miss Murray vacated the district of representation." She said more than three months ago the District acknowledged to the community that Trustee Murray had vacated her district of representation. "The people of South San Francisco formally request an official statement from the school district on the status of representation for district 'A'…"

M. INFORMATION ONLY PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Martin Elementary School

Principal Covacha shared educational priorities and programs at Martin ES. He also recognized the following parent volunteers who received certificates of appreciation from the Board: Karen Chavez, Leticia Hernandez, Maria Portillo Lara, Dolores O'Rourke, and John O'Rourke.

Mission Statement
Educating resilient learners through collaboration, communication, critical thinking, and creativity with awareness that each of us can grow and improve each day.

School Vision
Martin ES creates a community for learners where all students thrive academically, socially, emotionally, and are empowered to reach their full potential.

District/LCAP Goals
Principal Covacha said Martin ES's mission is in alignment with the

District's LCAP goals and priorities. They are focusing on being able to move the needle in student learning by making academic achievement, professional development, and student and parent engagement the center for all school planning and decisions.

Martin ES teachers utilize early release Wednesdays, as well as the PE time to improve the curriculum and instruction delivery. The teachers meet to analyze the learning progress and be able to develop action plans to address student needs and plan for future instruction.

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 Covacha said his site's Multi-Tiered System of Supports (MTSS) process acts as the engine of the system. "Through our performance management meetings, we're able to monitor, as a team, how our students are progressing in their learning journey." They use the information from various assessments to look for growth and improvement.

2023-24 Goals

Principal Covacha said the three goals are based on data gathered from both State and the school site level.

1. 54% of Martin's students are designated as ELs, and 15% are designated as reclassified fluent English proficient. For 2023-24, Martin ES will focus on Tier 1 support for EL students in each grade level. By Fall 2023, each grade level will be able to provide specific goals that show how this support will look like in the classrooms.
   - Each grade level team will create a Tier 1 goal to support ELs.
2. Engage in Collaborative Inquiry Cycle (CIC) with specific focus on improving Tier 1 instruction in class. By May 2024, each grade level will have been able to engage in at least one CIC.
   - Will work with ILT to share more information on CIC
   - Will select one or two teams to complete CIC in Fall
3. By May 2024, attendance will be at 95%
   - Three attendance matters events - one per trimester
   - They continue to build opportunities to connect with those families having chronic absenteeism.

Demographics

The Martin ES student population is predominantly Hispanic/Latinx at 87%. There are also 26 newcomer families. Of the 381 total students 19% are Students with Disabilities (SWD) and 76% are socioeconomically disadvantaged.

Chronic Absentee Rate

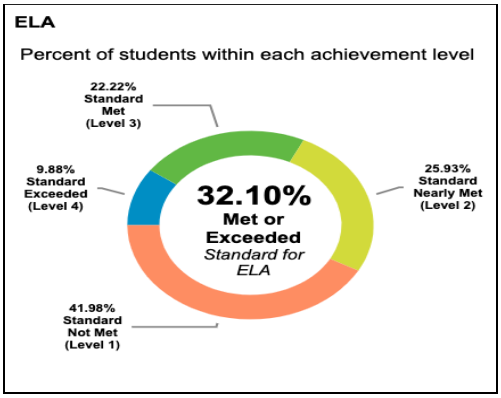
Principal Covacha shared the average chronic absentee rate for the

last six years. Per Ed Code, a student absent 10% or more is designated as chronically absent. Pre-pandemic, Martin ES's rate averaged 13.7%. During the pandemic, it went up to 19.1%. In 2021-22, the year school returned to in-person learning, it rose to 32.3%. This decreased by 8% last year likely due to increased efforts to communicate with families of students with a high number of absences. "And in most meetings, we're able to foster a stronger understanding and communication since…we're able to identify potential root causes for their absences and develop a plan together… to increase attendance."

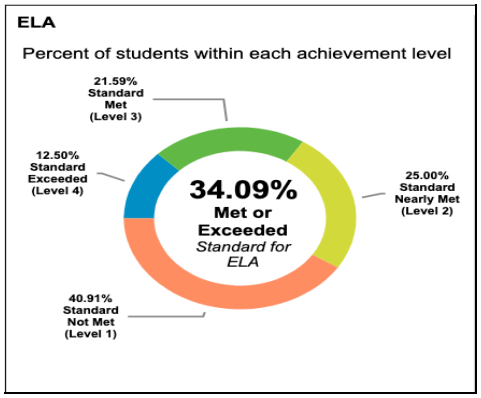
SBAC ELA Comparison

This assessment is administered to students in 3-5 grade. Newcomers of less than one year are excused from the ELA potion. For ELA, Martin ES has met or exceeded State standards the last two years.

2021-22



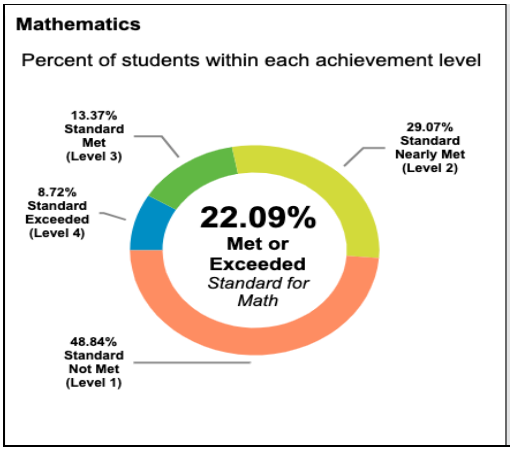
2022-23



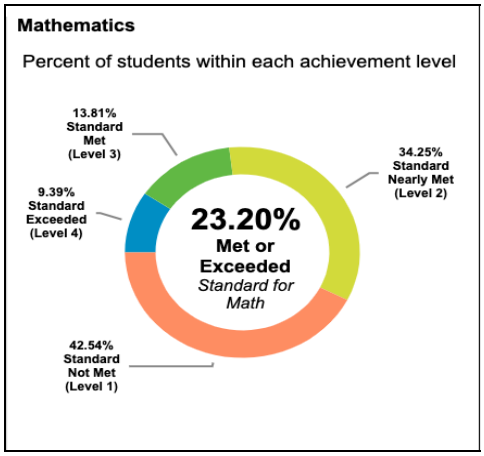
SBAC Math Comparison

For Math, Martin ES had similar results for meeting or exceeding State standards the last two years. Unlike ELA, newcomer students are required to complete this portion of the assessment.

2021-22



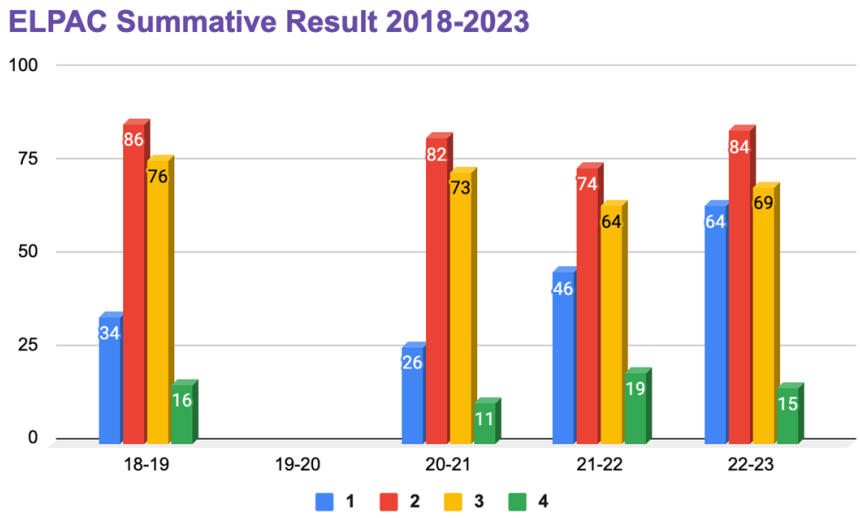
2022-23



Principal Covacha said the SBAC results are only one of many data point they use to provide an accurate understanding of where the students are in the learning progress and what teachers can strengthen in their instructional practices. The SBAC scores give them the opportunity to both celebrate the student growth and indicate the direction they need to take to continue to improve

ELPAC Summative Data 2018-2023

Designated ELD time allows teachers to provide targeted EL instruction tailored to the student group's overall performance level. The focus is on being able to develop English language skills. EL TOSA support with school's ELPAC Initial and Summative Assessments, professional development, and support assist with the school's ELD program.



Student Support

3 MTSS Meetings

- Provide time and space to meet with individual teachers to monitor the progress of where the students are in their learning process based on data points from the State, District, and classroom level.
- Enable specialists (school psychologist, speech pathologist, SpEd teacher, counselors, reading specialists, and EL support) to share possible strategies that can be implemented in class.
- Identify student needs and as a team create an action plan to provide support; academic, behavioral, health, family assistance, etc.
- A template is used to record the meetings and update the information, so the team can see the student's progress.

Individual Learning Plan (ILP)

- Monitors supports and interventions for Math, ELA, and/or Behavior.

- Current teachers will have access to previous year. They can continue or add/change for the current year's interventions they are presently implementing and provide data to support a student's progress.
- ILP allows the support team to get a recommendation for strategies which they can add to support the student.
- Have been helpful when holding a student success team meeting with the parents.
- Instead of having to go different data systems to get information, team is able to put all important information in one location.
- Allows the teachers to see how they will group their students for small group instruction in the coming week.

Recognition

Principal Covacha thanked his staff, parents, community, CSEA, CTA, Board members, and District leadership for their support, guidance, and encouragement. He proudly introduced the Martin Meteor Safety Patrollers who presented the Board and Cabinet with Ruby Bridge Walk tee-shirts.

Trustee Mina Richardson thanked Mr. Covacha for his leadership, being in tune with the students and knowing their parents. She recognized Mrs. Carlino and how the students respond to her so well.

Trustee Daina Lujan thanked Principal Covacha for the presentation. She said Martin ES is a special school and truly a community "…where every student is seen and valued and I just want to thank you all for the way you have made it a student-centered haven."

Vice President Patricia Murray thanked everyone, especially Principal Covacha as a leader who has "…allowed your parents, your teachers, your students to all thrive, because you make those connections, and that was very evident in your report as well. So thank you very much, and thanks to all of you for all you do for your kids."

Dr. Hsieh also thanked Mr. Covacha for his leadership and recognized the Martin ES students' amazing behavior during the meeting. She also acknowledged the parents, teachers, and community members present.

b. Performance Management - CAASPP

Director Marianne Hew shared information on SSFUSD's overall performance on CAASPP Spring 2023 results in ELA and math compared to the State of California and San Mateo County average scores. She also reviewed performance and progress on assessment for the past few years.

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

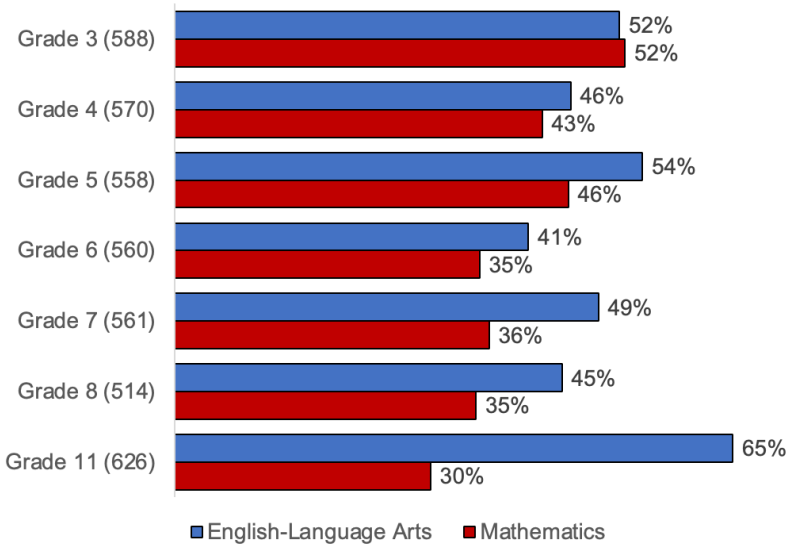
Red dot means- the action/goal is off target (and is something that may need deeper analysis, support, or resources)

LCAP Goals and District Priorities
Dr. Hew said the goals are focused on **Academic Achievement** (LCAP Goal 1) and also **Special Education** (LCAP Goal 4).

CAR (Communication, Achievement, Relationships)
Referencing the CAR graphic, Director Hew said the main focus is the wheels to look at the District's performance on an annual State assessment.

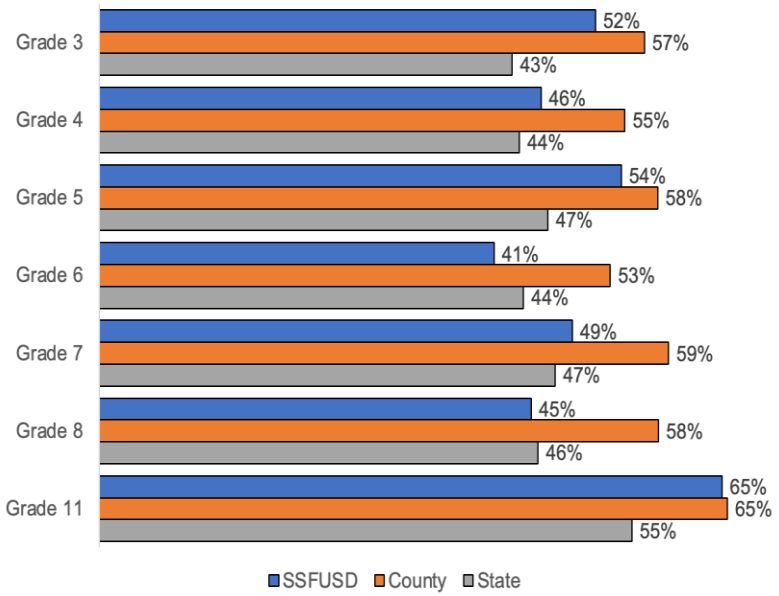
SSFUSD Smarter Balanced Assessments: Spring 2023
Percentage of Students Meeting/Exceeding Standard - by Grade Level
Students in grades 3 through 8 and 11 take ELA and math assessments.

District Goal
At least 80% of all students need to meet/exceed standard on CAASPP. SSFUSD was red meaning the goal is off target.



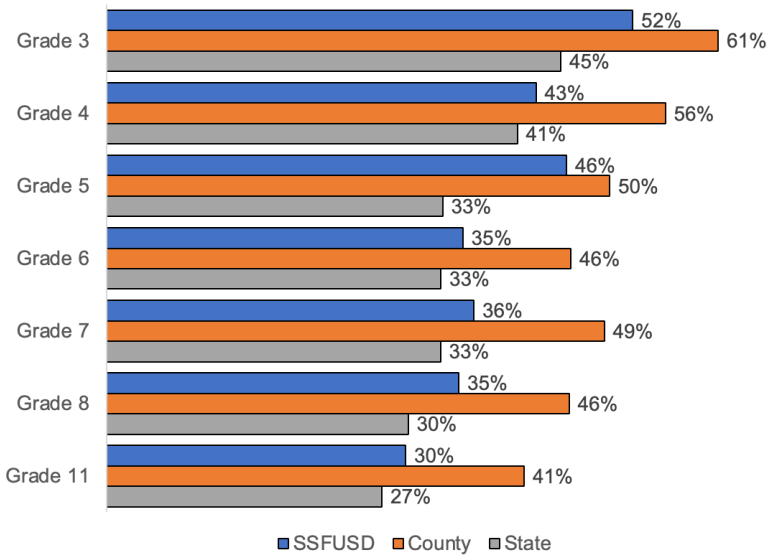
Smarter Balanced **ELA: SSFUSD, County, State**
Percentage of Students Meeting/Exceeding Standard - by Grade Level

This data compares SSFUSD by grade level vs. San Mateo County and the State. District students by grade level did outperform the State aggregate in just about every grade level, but underperformed the County for each grade level in ELA. Dr. Hew said students in 3rd through 5th grade showed higher scores. There is a little drop-off in middle school and the highest scores are seen in 11th grade.



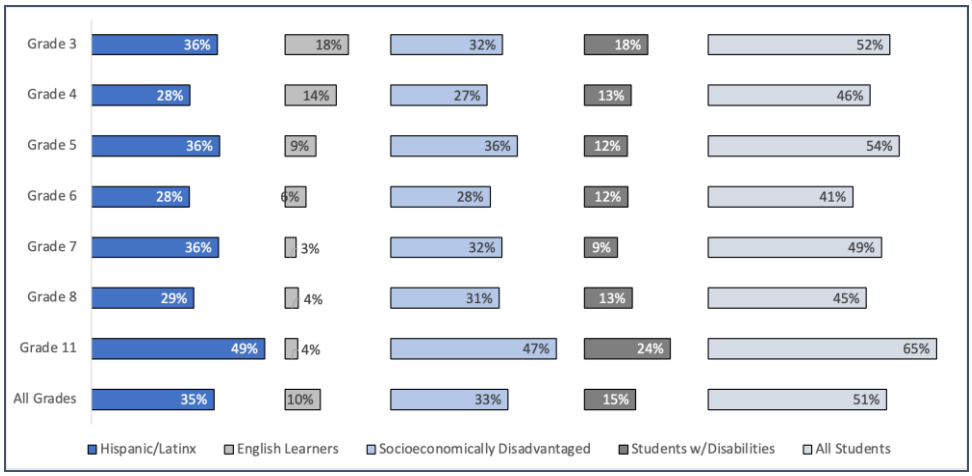
Smarter Balanced **Math: SSFUSD, County, State**
Percentage of Students Meeting/Exceeding Standard - by Grade Level

Dr. Hew said is there is a drop-off as students are moving from elementary to middle to high, which is consistent from District to County to State.



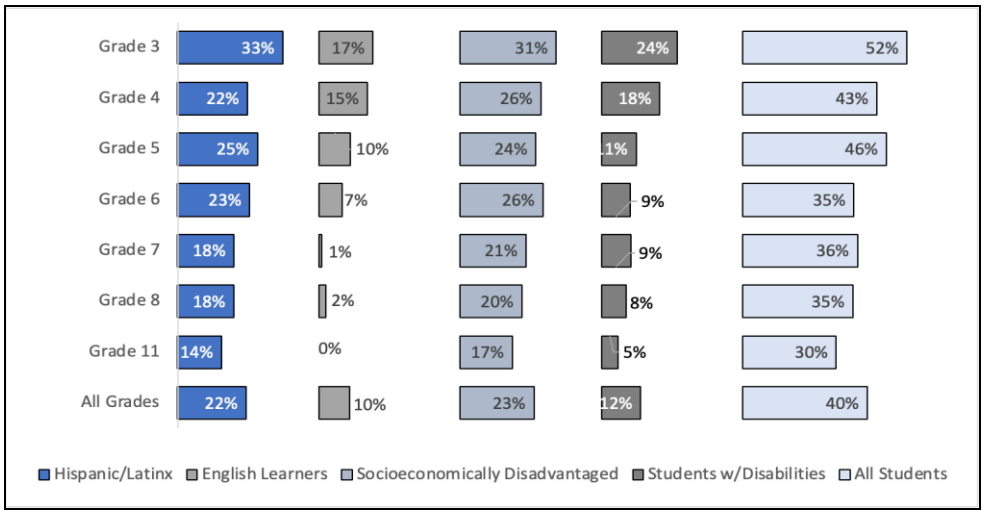
Smarter Balanced **ELA: Target Student Groups**
Percentage of Students Meeting/Exceeding Standard - by Grade Level

Dr. Hew said the District is targeting student groups at school sites. In this diagram, the first column represents Hispanic/Latinx, the second is English Learners, the middle is Socioeconomically Disadvantaged, and the fourth is Students with Disabilities. The last column is the District aggregate group.



Smarter Balanced **Math: Target Student Groups**
Percentage of Students Meeting/Exceeding Standard - by Grade Level

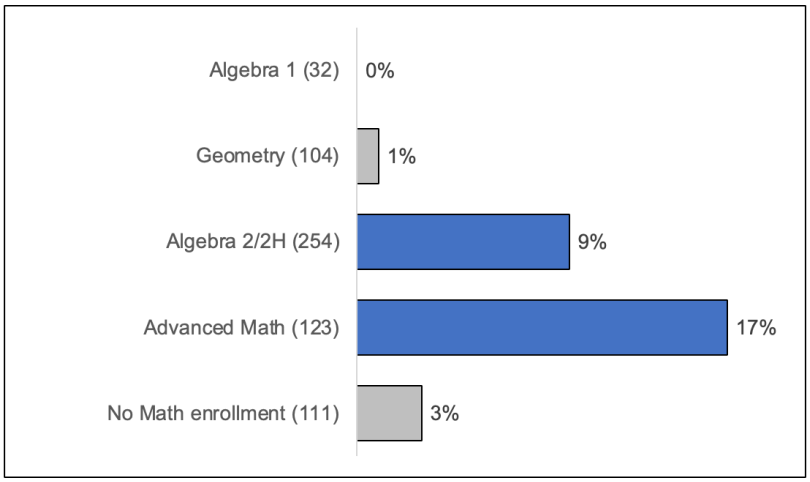
Dr. Hew spoke about 11th graders' math performance level and said to keep in mind "…it's one test given in one or two days for mathematics out of a school year. And the mathematics test forecast for 11th graders is really a culmination of all of their years of mathematics. So by the time they get to 11th grade, it's not just a matter of how did they do this one day, how motivated were they on this one test, that one day, but it's also their ability to apply the mathematics that they've learned in this test format."



Course Enrollment in Math and CAASPP Outcomes

Percentage of Students Meeting/Exceeding Standard - by Course Enrollment

This is a number and a data point that will be watched over the next few years to see how the graduation requirement changes are impacting the once-a-year CAASPP data.



Progress in ELA (2022-23)



Percentage of students meeting/exceeding standard (All students in testing grades)

- 1 school improved by more than 5 percentage points
- 10 schools maintained
- 5 schools declined

Dr. Hew said this is in line with the County, the State, the entire smarter balance consortium of multiple states where there was flat to very, very slight growth across the consortium, and across the State.

Progress in Math (2022-23)



Percentage of students meeting/exceeding standard (All students in testing grades)

- 3 schools improved by more than 5 percentage points
- 8 schools maintained
- 5 schools declined

Across the consortium, the County, and the State, the 2022-23 scores were pretty flat with some slight increases or decreases, which was in line with District schools as well.

Progress in ELA (2019 - 2023)



Percentage of students meeting/exceeding standard (All students in testing grades)

- 2 schools improved by more than 5 percentage points
- 6 schools maintained
- 8 schools declined

The 2019 year was pre-pandemic, then there was no testing done in 2020, and in 2021 everything was remote. Dr. Hew noted that it was a different test, a Smarter Balanced blueprint, in 2019. By comparison, what was administered in 2021 and in 2022 was almost half of the items for ELA and math to make it more manageable for schools to deliver, especially during the remote testing year. It was harder to pinpoint how the student was doing.

Progress in Math (2019 - 2022)



Percentage of students meeting/exceeding standard (All students in testing grades)

- 1 school improved by more than 5 percentage points
- 4 schools maintained
- 11 schools declined (more than with ELA)

Dr. Hew noted that during COVID, it was very hard for students to learn math from a computer.

CA Alternate Assessments: SSFUSD, County, State
All Students with an IEP by Performance Level

This assessment is delivered one-to-one. Level 1 is a limited understanding of ELA and math core concepts, Level 2 is a foundational understanding and Level 3 is understanding at a given level.

	ELA			Math		
	Level 1	Level 2	Level 3	Level 1	Level 2	Level 3
SSFUSD	40%	45%	15%	62%	32%	9%
San Mateo County	54%	33%	14%	66%	25%	9%
State	51%	33%	16%	69%	22%	6%

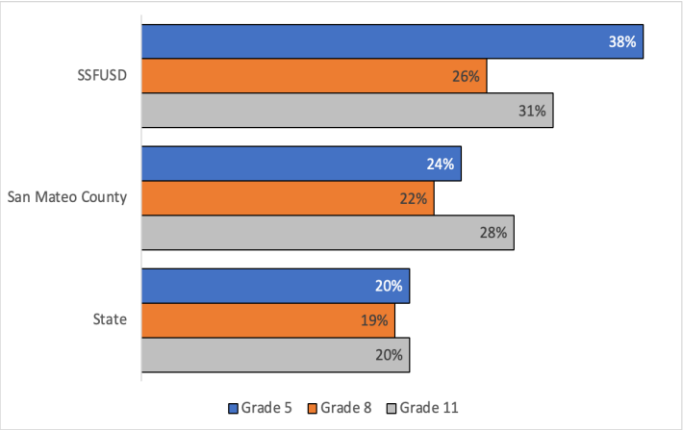
Students w/Disabilities Progress (2019-23)

- Declined in Smarter Balanced ELA and Math
- Increased in CAST
- Declined in CA Alternate ELA and Math

In 2021, due to distance learning and remote testing, participation rates in SSFUSD were below the target 95%, ranging from 29% to 96%. Because the CA Alternate Assessments were administered only in person, participation was very low.

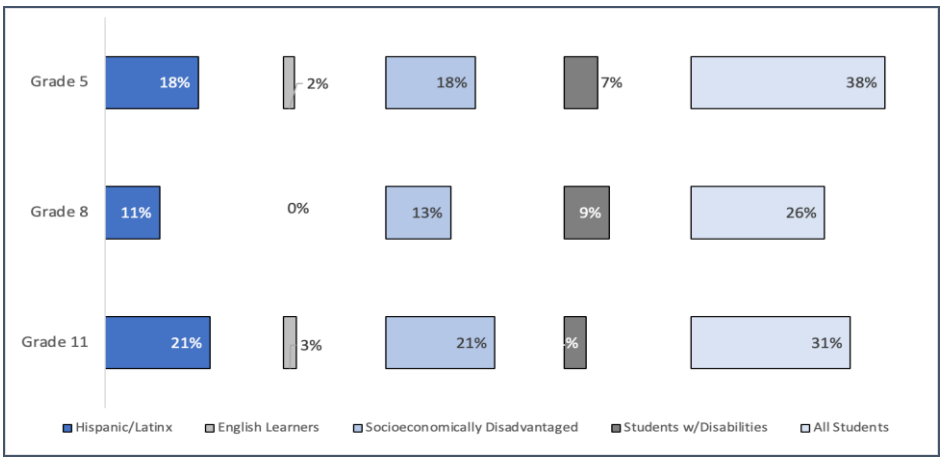
CA Science (CAST) Test: SSFUSD, County, State
Percentage of Students Meeting/Exceeding Standard by Grade Level

This is the science test, which was first used in 2018-19. It assesses life sciences, physical sciences, and earth and space sciences. There are only three grade levels listed because it is expected that the sciences are covered over multiple years, and then assessed at the end of that grade level span. There has been a lot work providing a robust science curriculum in District schools and it is starting to pay off in the CAST results. In each grade level, SSFUSD students had results above the County and State.



CA Science Test: Target Student Groups
Percentage of Students Meeting/Exceeding Standard by Grade Level

Dr. Hew said the District is targeting student groups at school sites. In this diagram, the first column represents Hispanic/Latinx, the second is English Learners, the middle is Socioeconomically Disadvantaged, and the fourth is Students with Disabilities. The last column is the District aggregate group.



CA Science Progress (2022-23)
Percentage of students meeting/exceeding standard (All students in testing grades)

- 3 school improved by more than 5 percentage points
- 7 schools maintained
- 6 schools declined

Dr. Hew reported that the CAST, unlike the Smarter Balanced Assessment, was the same assessment given in 2019 to 2023. It is just as long as it used to be.

CA Science Progress (2019-23)
Percentage of students meeting/exceeding standard (All students in testing grades)

- 6 school improved by more than 5 percentage points
- 7schools maintained
- 3 schools declined

Assessment Metrics - Summary
Director Hew said there is work to do to get the schools and students up to their ELA and math targets. The District is making progress with science, but has not reached that target either. She said, “One of the things I appreciate Mr. Covacha shared was the more granular look he was giving around the MTSS work and looking at student growth

across his grade levels. And that is where you're really going to see a change over time that will result in something that we will see in CAST years later, because this is a once a year test."

Metric	Progress # / %
For all student groups, 80% or more meet/exceed standard on CAASPP ELA	All District aggregate student groups are below 80% met/exceeded standard in 2023 ▪ 1 school improved and 10 maintained from 2022 ▪ 8 schools declined from 2019 
For all student groups, 80% or more meet/exceed standard on CAASPP Math	All District aggregate student groups are below 80% met/exceeded standard in 2023 ▪ 3 schools improved and 8 maintained from 2022 ▪ 11 schools declined from 2019 
For the SWD group, increase by 3 points toward District goals in Smarter Balanced and CA Alternate ELA, Math, and Science	Met goal in 1 of 5 assessment areas ▪ Declined in SB ELA and Math ▪ Declined in CA Alt ELA and Math ▪ Improved in CAST 
For all student groups, 80% or more meet/exceed standard on CAST	All District aggregate student groups are below 80% met/exceeded standard in 2023 ▪ SSFUSD is higher than county and state counterparts  ▪ 3 schools improved and 7 schools maintained from 2022 ▪ 6 schools improved and 7 maintained from 2019

<u>Key Takeaways</u>

- In line with County and State, 2023 results largely maintained from previous year or slight increases across the board

- Several target student groups and schools are making incremental progress
- Performance in early grades among all student groups around literacy, math, and science
- Mathematics is a continued focus; watch for impact of changes in course-taking at secondary
- Progress in science with implementation of Next Generation Science Standards and instructional strategies

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

Trustee Lujan thanked Dr. Hew for the deep data analysis which provides a snapshot of how the District has grown and changed even with the impact of COVID. “It gives me hope that our site leadership and staff have an opportunity to wrestle with the data and think of things we are doing so we can support all students and hit targets.”

Trustee Richardson also thanked Dr. Hew and said when she explains the courses, it teaches her something. She said the prevailing opinion is that the students have not yet recovered post-COVID, but are performing better than the County. “But the fact that the children want to go to school in the elementary school level is really important for me.” “And I see the attendance that the children are there, every day…and I have to commend our educators for making them want to come to school.”

Trustee Anthony said she is frustrated when parents say the District is getting worse when they look at the assessment numbers. “Kids are not a science experiment” “…Every year is different; every kid is different.” “It is not the same class going year to year.” “…at the end of the day, this is testing, how you did on that particular day, how you read that particular question, it's how you felt when you came into that room and it just frustrates me that this is how we get judged because I know there are a lot more great things happening in these schools than are reflected in these test scores.”

Vice President Murray agreed that it is one test on one day and a student might do better on a subsequent test. “And when you look at the entirety of what our District has accomplished with our kids and you look at…every school, they're doing different things and they're doing amazing things and that's what we should be looking at.” She appreciated the data analysis.

President Hsieh thanked Dr. Hew for the comprehensive data and the analysis provided. She agreed with the other Trustees that this is only one snapshot. She appreciated the summative information and asked how growth can be measured, which the summative cannot capture.

"And then if we can have those multi measurements, the growth of our students, that will be wonderful." We can celebrate small steps towards a win.

N. PRESENTATION WITH POTENTIAL ACTION - None

O. CONSENT AGENDA

MOTION #68 (Lujan/Murray) to approve Item 1a, Minutes to the regular October 5, 2023 Board meeting; Item 1b, Minutes to the regular October 19, 2023 Board meeting; Item 1c, Star Vista agreement for 2023-24; Item 2a, ECHS staff to attend a training in Orange, CA; Item 2b, SSFHS Wrestling Team to travel to Aptos, CA; Item 2c, SSFHS Wrestling Team to travel to Napa, CA; Item 2d, SSFHS Wrestling Team to travel to Sacramento, CA; Item 2e, SSFHS Wrestling Team to travel to Gilroy, CA; Item 2f, SSFHS Wrestling Team to travel to Bakersfield, CA; Item 2g, SSFHS Wrestling Team to travel to Fresno, CA; Item 2h, CTE staff to attend a conference in San Diego, CA; Item 2i, Westborough MS students to travel to Yosemite National Park, CA; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 3c, MOU for Margaret Lee; Item 4d, MOU for Jonathan Berg; Item 4a, Purchase Order Listing, September 1-30, 2023; Item 4b, Warrant Register, September 1-30, 2023; Item 4c, Cash Receipts, September 1-30, 2023; Item 4d, Declaration of surplus items; Item 4e, Gifts to the District, October 2023; Item 4f, Fundraising events for 2023-24; Item 4g, Professional service agreements under $25,000. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. HUMAN RESOURCES

a. Update on Safe School Plans: Emergency Preparedness in Schools and Communities

Director Ryan Sebers presented information on the 2023-24 updated Safe School Plans for emergency preparedness in the District schools and communities.

The Big Five for San Mateo County
They were developed for the following reasons:

- 23 school districts, 20 law enforcement agencies
- Approx. 94,000 students across 20 municipalities and unincorporated areas
- All agencies involved share a common language and understanding of immediate response protocols in an emergency
- Standardized response system adopted by emergency services agencies in San Mateo County

- Provides immediate action steps to protect the school communities
- Result of a year-long stakeholder engagement process involving educators, law enforcement, fire departments, public health, government agencies, and the community at large

"**The Big 5 states of readiness**" - emergency response protocol developed by the San Mateo County Coalition for Safe Schools and Communities in 2014. It has been adopted by the San Mateo County Office of Education, as well as police and fire departments within San Mateo County. Based on individual situations, those in charge can switch between the different states of readiness as needed.

1. Drop, cover and roll (earthquake or explosion)
2. Evacuation (outside building is safer than inside)
3. Lockdown/barricade (immediate threat)
4. Secure campus (potential threat in surrounding community)
5. Shelter in place (isolate students and staff from outdoors)

District and Site Emergency Response Plans

- Included within each school site plan.
- **The Big Five** response protocol is at the core of the District's Emergency Management Handbook.
- Each school develops an annual Safe School and Emergency Management Plan, which includes the District handbook.
- All site plans comply with the State and national standards:
  - California Standardized Emergency Management System (**SEMS**)
  - National Incident Management System (**NIMS**)

Site Plans

Director Sebers said everything is aligned from the State standards to what the County is doing, to the District level emergency response and included within the school plans.

- All plans submitted to Student Services, reviewed annually:
  - Verification of required components
  - Suggestions/recommendations for improvement are made
- Each school site has completed a Safe School and Emergency Management Plan for the 2023-24 school year.
  - Each plan includes updated Safe School Environment Guides and Emergency Management Action Plans, approved annually by School Site Council or PTA within each school.

Site Plans - Protecting the School Community

The following items are the most useful for everyone to be able to take action as needed in an emergency situation. Mr. Sebers said these are part of the plan for those eventualities. The procedures have been developed and take into consideration the various communication plans and options. Emergency drills are a big part of preparedness.

- Site maps, evacuation routes, and utilities
- Utility shutoff procedures
- Safe School programs/activities
- Emergency Management Action Plan
- Team roles and responsibilities
- Staff w/emergency skills training
- First aid and emergency supplies
- Students and staff with special needs
- Emergency contact information
- Drill schedules

District Emergency Response Handbook

- The handbook is included within each school site plan and covers the following:
  - Maintains a clear and consistent emphasis upon San Mateo County's Big Five response protocol
  - Utilities outages
  - Air quality protocol and procedures
  - COVID-19 safety considerations
  - Alternate communications protocol
  - Parent-child reunification process

Emergency Drills

The District regularly practices the states of readiness and is required by the State, to hold emergency drills at certain intervals. Mr. Sebers reviewed the frequency for the Big 5 drills, by elementary, middle, and high school levels on an annual basis. They do take trauma informed practices into consideration. There are some drills that may or may not be done with students or adults or may only be table top exercises.

To confirm drills are happening, administrators provide Student Services with the proposed drills for the year as well as the actual documented dates and times of these drills and what occurred. They also submit a log with site leader reflections and input on room for improvement of the drills.

Improving practices for difficult campus situations requires identifying and learning how to do things differently, incorporating information from the County, law enforcement agencies, and fire departments. The District is working on:

- Improving practices for difficult campus situations:
  - Utilizing trauma-informed drill strategies
  - Performing evacuations w/the possibility of obstacles, power outages
  - Parent-child reunification
  - Quick, reliable lockdowns and secure campus - taking into account non-regular staff and visitors on campus

Training, Support, and Partnerships

- Ongoing Emergency Broadcast System Tests
- Improvement of communications processes, crisis communication messaging
- Partnership with Via Heart for AED devices at all sites and AED/CPR training
- San Mateo County Coalition for Safe Schools and Communities
- SMCOE Safe Schools Framework - has a lot to do with the COVID practices and prevention measures the District still follows.

Mental Health Resources - SSFUSD Counseling

Director Sebers said this is the biggest support the District can provide for students, staff, parents, and the community. It begins with a sense of wellness and safety at school.

- Counselors have Pupil Personnel Services - School counseling credentials
- Two counselors and a Wellness Counselor at each middle school (WBMS pending)
- Two counselors and a Wellness Counselor at Baden HS
- Four counselors and a Wellness Counselor at ECHS and SSFHS
- School psychologists at each school (1 at each ES, MS, and Baden, and 2 at each HS)

Mental Health Resources - SSFUSD Partners

Director Sebers said the following support in terms of mental health and counseling services in schools are also taken into consideration.

- **Youth Services Bureau (YSB) of the YMCA**
  - School Safety Advocates program at middle and high schools
  - Elementary counseling program at all elementary sites
- **San Mateo County Human Services Agency (HSA)/Star Vista**
  - Family Resource Center, on site clinician
  - Family, clinical, community services, suicide prevention hotline
- **Daybreak Health**
  - Comprehensive online counseling support for ages 11-19
  - Anxiety, motivation, academics, concentration, depression, and more
- **Care Solace**
  - Online resource with a live 24/7 concierge
  - Assists students and families with finding local mental health related programs and counseling services.
- **SMCOE Safe and Supportive Schools**
  - Provides several resources to support school safety and wellness

Additional Mental Health Providers for Students with Special Education Services

- SSFUSD mental health clinicians
  - Individual counseling - all grades
  - Parent counseling
  - Group, individual, and crisis intervention supporting **elementary school** level Therapeutic Milieu Program.
- County mental health
  - **Behavioral Health and Recovery Services (BHRS)**
  - Individual Counseling - all grades
  - Parent counseling
  - Group, individual, and crisis intervention supporting **high school** level Therapeutic Milieu Program.
- Nonpublic Agencies
  - **Beacon Therapeutic**
  - Individual counseling - elementary and middle schools
  - Parent counseling
  - Group, individual, and crisis intervention supporting **middle school** level Therapeutic Milieu Program.

Emergency Preparedness for Families at Home

SSFUSD.org - Parent and community resources

Director Sebers reviewed the following recommendations which provide valuable information on resources available to families in the community.

- SMCOE Safe Schools and Communities
  - The Big Five - Community overview and packet
- Emergency Preparedness for Families at Home
  - Checklist and resources for building a family plan (Ready.gov)
- How to Build an Emergency Supply Kit
  - Checklist and Resources (Ready.gov)
- COVID-19 Prevention for Families (CDC)
  - Household Checklist

Director Sebers concluded his presentation by saying, “We may turn in the requisite items that show that we are prepared for the current year but that, no means, indicates that we will ever be done in the endeavor to be safer.”

Trustee Richardson asked about the hierarchy should a major incident occur. Director Sebers spoke about how the District might scale our organizational leadership to an event which encompasses the City or just the District or schools. “…so going with the Big Five and in terms of who is following that, while that's a County-wide thing where we're using the same terminology and we understand the same system of organizational leadership, even at the State level, [it] is very similar to other counties to the point where agencies can understand each

other." "So what you end up having are agencies that may or may not begin managing a situation depending upon how severe it is and how large the scale is. We definitely have our organizational leadership outlined quite well within our safety plan. So each safety plan has an organizational leadership chart. And that indicates specifically within the school who are the teams that are responsible for doing things…" Examples would be who is the first aid triage team, who would assist with search and rescue, who would be in charge of utilities, etc. He added that for a Citywide event, the fire department has an emergency control center and representatives from all City agencies become part of that larger conversation. For a County level event, the sheriffs' departments engage. "Usually if something's that big you're going to have a State agency…jump in and they start calling shots from that point." For SSFUSD, "…whether or not someone is guiding something from the highest level, someone still is going to be the incident commander of a site and the incident commander of the District and there will be alternate incident commanders." He emphasized that organizational charts are important in emergencies.

Trustee Richardson said different types of catastrophes can happen and impact District schools. Director Sebers stated that for any emergency, the Big Five process would be engaged. "…even within the District's emergency plan we actually have some really specific language that deals with some of those different types of things." He said that while not every possible situation is included, the District Handbook incorporates what to do at the site level.

Trustee Anthony said working with the Community Collaborative for Children's Success, El Concilio, is working on tier 1 strategies for service referrals. These services include crisis lines for those with severe mental health concerns, a community navigator, and a peer to peer model, providing mental health and behavioral services at neighborhood schools to support children.

Vice President Murray asked if the site safety plans are on paper or computers. Mr. Sebers replied that sites are mandated to have hard copies on hand in case of a power outage. These portable handbooks contain contact information, teacher and staff rosters, etc. He said, "…we are going to be utilizing the County's universal protocol, which is Document Tracking Services." "So we are going to be even more closely aligned and we're going to be moving up our schedule to submit…plan updates…of our 2024-25 plans…to this coming March." Vice President Murray thanked Director Sebers for all his work and said she learns something new with each of his presentations.

Dr. Hsieh thanked Mr. Sebers for his very comprehensive and helpful presentation.

ACTION

1. ADMINISTRATION

a. Approval of District's Updated Board Policies

1. BB 9100 - Organization
2. BP 3350 - Travel Expenses
3. BP 4118 - Dismissal/Suspension/Disciplinary Action
4. BP 4119.1, 4219.1, 4319.1 - Civil and Legal Rights
5. BP 6158 - Independent Study
6. BP 6164.2 - Guidance/Counseling Services
7. BP 6178 - Career Technical Education
8. BP 6200 - Adult Education
9. BP 7110 - Facilities Master Plan
10. BP 7150 - Site Selection and Development

President Hsieh pulled item #1 and Trustee Richardson asked to pull items #2, 4, and 9 for discussion.

MOTION #69 (Murray/Lujan) to approve Board Policies 3, 5, 6, 7, 8, and 10 and waive a second reading. Motion Carried. (Unanimous)

Dr. Hsieh complimented the Board Policies and Bylaws Committee for the incredible work they have done. She then discussed the following paragraph in BB 9100, Organization. "After serving at least one year as Vice President, at any time during one's cadence, a Board member is eligible to serve as President of the Board. Selection of President will take into consideration Board member attendance at Board workshops and Board self-evaluations, completion of the Masters in Governance Course, if practicable and available, and attendance of 90% or better at regular Board meetings in the prior 12 months. The trustee must also have attended the CSBA Board President's workshop prior to assuming the role of President. Board president is not a rotational role." She asked to clarify if, based on this paragraph, the Board members for the next President's position would be Trustees Lujan, Murray, and Richardson. Trustee Anthony said that was correct as the policy is proposed. Dr. Hsieh, for the next paragraph, wanted to clarify the "newly elected" definition. She proposed it read "**newly elected/appointed**" and then the definition of the newly elected/appointed would have two conditions. "One is **first elected or**

appointed to the Board in the 12 month preceding the December reorganization, so it's clearly defined what the time frame is for the newly or appointed elected Trustees." "The second one is that this term would not apply to re-elected officers. So if any of us got re-elected [in the] next round, this newly elected or appointed would not apply to re-elected officers." Trustee Anthony replied, "It isn't written that newly elected is first elected, so I think clarifying that and saying **first elected or appointed to the Board in the 12 months preceding** would a really good revision. If they get re-elected, then you would no longer be new because you're not new to the Board." Dr. Hsieh wanted to apply this to the policy, so it would change from "After selection of the President, the Board will select the Clerk. This will usually go to a member who is not newly elected**/appointed and/or** has previously not served in the role, unless all the Board's members have previously served or are newly elected/**appointed**. Following the selection of the Clerk will be the election of the Vice President. This will usually, **although is not required to**, go to a Member who has served as Clerk, is not newly elected/**appointed**, **and/or** previously has not served in the role, unless all the Board's members previously served are newly elected/**appointed**. Dr. Hsieh asked if eligible members for the Clerk would be Trustee Anthony and herself. Trustee Anthony said "…the way it's written you and I would be eligible because neither of us is newly elected and neither of us has served in the role." Dr. Hsieh said the same verbiage would apply to the paragraph for electing the Vice President and any current Board member would be eligible.

Trustee Richardson said she had a problem with some of the changes and there is nothing in the CSBA which has these conditions. "The whole point of this is just that the CSBA has wanted every member to experience the different leadership roles. And somehow it's become sort of a merit based system…" "…but there's been nothing written that Board members shall do this…and I don't see fairness in this." Trustee Anthony noted that because other boards don't have it does not mean they cannot do it. "As a new Board member one of the things I've seen is the Board President role is very important. They are the ones that are spokesmen, representing us to the public, running the meeting, calling…things to order which I think sounds like it was a little bit worse during COVID and I don't think we should leave that to chance. I think that's an important role to define. The Clerk and the Vice President I think are a little bit less impactful when it comes to it." Trustee Lujan said she support the additions of the 'ors' and the language clarifying what newly elected means if you've been re-elected and then adding the term appointed." "…as a Board…we have the ability to go above and beyond the recommendations."

Trustee Lujan spoke about her experiences while serving as a past

President. She said there were pleasant times as well as turbulent ones. The President is the face of the Board during meetings and at public events. She said they are "…also the person who's facilitating three hours of public comment trying to keep things calm and the meeting moving forward. Because it's important the President know what they're getting into before they accept the appointment."

Vice President Murray added "…that the President is someone who models what they want, how they want their Board to be." She thinks attending meetings, workshops, and self-evaluations are things she would want Board members to adhere to if she were President.

Trustee Richardson said option 2 for the rotational selection of Board positions was removed to advance a Board member. Passing up a Board member has not helped their Board's unity and governance. She proposed the following rotational language to make the policy fair, "On non-election years the President rotates to [a] member and then everyone move up a step. That means that the ones that were Vice President, and President, will move up." "But there's a consideration of the norm and the protocol that was ignored in the last election. And there were illegal maneuvers by two members of the Board." "…everybody was advanced in their first year, their first term except me. And I'm not in line to do any of that. So that's unfair." "There's some times that this year that I wish we had a more experienced person at the chair, and we didn't."

Trustee Richardson asked that the motion be repeated. Trustee Lujan said Vice President Murray moved forward BP 9100 with the corrections as proposed by Dr. Hsieh, clarifying that the rotation would happen 12 months after the first election and then defining newly elected being the first term, adding the term 'appointed' to the policy, and adding a few 'ors' instead of 'ands', so the Board has flexibility.

MOTION #70 (Murray/Anthony) to approve Board Bylaw BB 9100 with updated language and waive a second reading. Motion Carried. (Unanimous)

Trustee Richardson said she did not understand the need to have specific travel provisions in BP 3350. For example, "Every effort will be made to minimize the cost of travel and accommodation, while still maintaining safety and comfort, when overnight stays are necessary.", is already being adhered to. Trustee Anthony replied that this is a staff travel policy. Trustee Richardson stated that some language in this policy, such as trip interruption, is too granular. Trustee Lujan said she appreciates the additional language since it guides staff on the cost of a hotel stay.

MOTION #71 (Murray/Lujan) to approve BB 3350 with updated language and waive a second reading. (AYES: Student Trustee Sergio, Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

Trustee Richardson said BP 7110 deals with facilities and teacher housing does not qualify as a facility. Trustee Lujan asked how teacher housing built by the District is not a District facility. Superintendent Moore stated that teacher housing was included in the District's Facilities Master Plan. "The attorneys who developed this policy specifically entered teacher housing that was not the bylaws committee. This came from the attorneys who drafted the policy as they recognized that that too would be a facility of a school district." Vice President Murray read the following language which was written into the policy by the attorneys and not the policies committee. "However, plans for residential housing, which includes any building used or intended to be used by the District as a personal residence of by a teacher…is not considered to be a school building and does not require approval of the Department of General Services…".

MOTION #72 (Murray/Lujan) to approve BP 7110 and waive a second reading. (AYES: Student Trustee Sergio, Anthony, Hsieh, Lujan, Murray; NOES: Richardson). Motion Carried on a 4-1 vote.

Trustee Richardson questioned whether BP 4119.1, 4219.1, and 4319.1 are in line with the District's collective bargaining agreements with the unions. For example, the policy contains the language, "District employees may engage in private, personal activities, including the exercise of their religious, political, cultural, social or other beliefs or activities, during personal time including when employees are not on duty or engaged in the supervision or instruction of students". She asked, "…are we going to enforce this, say for example, they wear a cover on their head or cover their face, are we infringing in some way with the collaborative agreement?" Trustee Anthony said it is her understanding that Trustee Richardson "…wants to know if the addressing of clothing or personal activities is addressed in the collective bargaining agreement." Dr. Moore noted that the policy is specific to what the expectation is under the law for employees, for staff members, who work in a school district. The collective bargaining is separate from that." She confirmed that this policy applies to employees' attire, beliefs, or activities during personal time when they are not on duty or instructing students.

MOTION #73 (Lujan/Anthony) to approve BP 4119.1, 4219.1, and 4319.1 and waive a second reading. Motion Carried. (Unanimous)

2. HUMAN RESOURCES

a. Approval of CTA Tentative Agreement

MOTION #74 (Murray/Anthony) to adopt the tentative agreement, dated October 17, 2023, between the SSFUSD and the SSFCTA for changes to Article 18 for the Children's Center. Motion Carried. (Unanimous)

b. Approval of Agreement with GeoVisions for Recruitment and Hiring

Trustee Richardson asked for clarification on this program and whether the District would be paying the agency or working directly with the overseas teachers. She also inquired about Jefferson UHSD allowing these teachers to use their facilities and provide teacher housing for them. Assistant Superintendent Hannon replied this agency places teachers and paraprofessionals and he is recommending the Board approve a partnership with GeoVisions. He said the SMCOE recommended this agency to all San Mateo County school districts and neighboring districts have had success with GeoVisions placing international candidates. "The long term goal for our District is to build, grow our own programs, in addition to really attracting candidates through the various shifts we're going to be making through our strategic plan."

Trustee Lujan shared her experience with this agency. GeoVisions provided candidates for her district to interview, resulting in the hiring of 17 paraprofessionals. "They are our employees and they are deeply dedicated. They come with five years of teaching experience and are thrilled to be in the United States. They work really hard. We have over 30 teachers from the Philippines we've hired over the past five years. They are also an integral part of our community. So they've helped us greatly with staffing shortages." Unlike other agencies, GeoVisions does not price gouge. "So not only are we getting dedicated staff members who want to be with us, but it's cost savings overall and it benefits everybody."

MOTION #75 (Lujan/Murray) to approve an agreement with GeoVisions, a J-1 Visa Exchange Visitor Program, for the recruitment and hiring of Special Education teachers and paraeducators. Motion Carried. (Unanimous)

c. Approval of Variable Term Waivers

MOTION #76 (Murray/Lujan) to approve Variable Term Waivers for

Shela Marie Agadang, Dia Almonte, Preciosa Febres, Marian Rose T. Nielo, and Reina Mari B. Ungos, retroactive to October 1, 2023. Motion Carried. (Unanimous)

3. BUSINESS SERVICES

a. Approval of the First Measure T Bond Program Projects

MOTION #77 (Murray/Lujan) to approve the first projects for the Measure T Bond Program. Motion Carried. (Unanimous)

b. Approval of Selected Firms for the Measure T Bond Program Surveying and Topographic Services Pool

MOTION #78 (Murray/Anthony) to approve the selected firms for the creation of a surveying and topographic services pool for the Measure T Bond Program. Motion Carried. (Unanimous)

c. Approval of Selected Firms for the Measure T Bond Program Hazardous Materials Testing Services Pool

MOTION #79 (Murray/Lujan) to approve the selected firms for the creation of a hazardous materials testing services pool for the Measure T Bond Program. Motion Carried. (Unanimous)

d. Approval of Selected Firms for the Measure T Bond Program Geotechnical and Geologic Hazard Evaluation Services Pool

MOTION #80 (Anthony/Lujan) to approve the selected firms for the creation of a geotechnical and geologic hazard evaluation services pool for the Measure T Bond Program. Motion Carried. (Unanimous)

e. Approval of an Agreement with BFK Engineers, Inc. for Land Surveying-Boundary Services

Trustee Richardson asked why the land needed to be surveyed on this modernization project. Lori Shelton, the Bond Program Director, replied the reason for the survey is to verify where the District's property boundaries begin and end. There are some boundaries which may belong to the City for public utilities services.

MOTION #81 (Murray/Anthony) to approve the agreement with BFK Engineers, Inc. for land surveying-boundary services, in the amount of $34,000, for the Los Cerrito ES Modernization Project. Motion Carried. (Unanimous)

f. Approval of Award of Contract to Roofing Constructors Inc. for SSFHS Library Roof Repairs

MOTION #82 (Lujan/Anthony) to approve the award of contract to Roofing Constructors, Inc. (dba Western Roofing Service), in the amount of $198,982, for the SSFHS roof repairs. Motion Carried. (Unanimous)

g. Approval of Award of Contract to DSK Architects for Heat Mitigation at Parkway Heights MS

MOTION #83 (Murray/Lujan) to approve the award of contract to DSK Architects, in the amount of $46,000, for heat mitigation in Parkway Heights MS, Building D. Motion Carried. (Unanimous)

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

December 14, 2023

- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Resolution Honoring outgoing Personnel Commissioner Scott Grindy
- Teaching and learning presentation - Ponderosa ES
- Performance Management CTE Presentation
- Presentation and approval of First interim budget report “positive certification”
- Selection of Trustees to District sub-committees/committees
- Resolution for School Board Recognition Month
- CSBA Delegate Assembly nomination(s)
- Approval of Special Olympics MOU
- Approval of 2024 Summer School Program
- Approval to purchase EveryDay Labs attendance software

January 25, 2024

- Teaching and learning presentation - Alta Loma MS
- Recognition for outgoing Student Trustee Sergio
- Presentation on Induction
- 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 SARCS
- Approval to participate in the California Healthy Kids Survey for 2023-24
- Williams report for 4th quarter ending 12/31/23
- Resolution honoring African American History Month (February)
- Resolution for approval of Children’s Ctr. 2024-2025 CCTR contract

February 8, 2024

- Teaching and learning presentation - El Camino HS
- Introduction of new Student Trustee Wong
- Presentation on Performance Management - Special Education
- Approval of DTS contract for 2024-25
- Approval of implementation of Science for Scientists for 2024-25
- Update on Governor's 2024-25 budget proposal
- Approval of 2024 Young Audiences Professional Development MOU
- Approval of MOU w/ SVEF Elevate Math - 2024 Summer School Programs

February 29, 2024

- Teaching and learning presentation - Junipero Serra ES
- Teaching and learning presentation - Skyline ES
- Presentation on Performance Management - English Learners
- Presentation on supplement to the annual LCAP update for 2023-24
- Resolution for Women's History Month (March)
- Resolution for Red Cross Month (March)
- 2024 CSBA Delegate Assembly election
- 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
- Resolutions for retirees

- Resolution for Day of the Teacher (5/7)
- Resolution for Classified School Employee Week (5/12-5/14)

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Vice President Murray said it was a great Ruby Bridges Walk to School Day and a wonderful visit to Ponderosa ES.

Trustee Anthony reported that during the recent CSBA Road Show, attendees learned a lot about policies and new State laws that affect the District. She also participated in the Ponderosa ES visit and several facilities and committee meetings.

Trustee Lujan expressed her thanks for everyone in the season of thanksgiving.

Trustee Richardson said she attended many events including the CSBA Road Show, opening of the new City Civic Campus, and a Taste of SSF. She is proud of SSFHS for winning the Bell Game. She wished everyone a happy Thanksgiving.

President Hsieh wished everyone a happy holiday.

ADJOURNMENT - 10:08 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board Policies and Bylaws Committee Meeting of December 4, 2023

OPEN SESSION

A. CALL TO ORDER - 4:52 p.m.

B. ROLL CALL

Committee Members: Ms. Amanda Anthony - Present
Vice President Murray - Present

C. PLEDGE OF ALLEGIANCE

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. PUBLIC COMMENTS - None

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. Board Policies and Bylaws Committee

Board Vice President Patricia Murray and Trustee Amanda Anthony, the 2023-24 members of the Board Policies and Bylaws Committee, reviewed and discussed the following Policies and Bylaw prior to them being submitted for approval by all the Trustees at future regular Board meetings.

BP 3350 - Travel Expenses
BP 4118 - Dismissal/Suspension/Disciplinary Action
BP 4119.1, 4219.1, 4319.1 - Civil and Legal Rights
BP 6158 - Independent Study
BP 6164.2 - Guidance/Counseling Services
BP 6178 - Career Technical Education
BP 6200 - Adult Education
BP 7110 - Facilities Master Plan

BP 7150 - Site Selection and Development
BB 9100 - Organization
BP 9250 - Remuneration, Reimbursement, and Other Benefits

ADJOURNMENT – 5:05 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: December 14, 2023

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

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BACKGROUND:

A Child Development Services agreement for the Continued Funding CSPP between the State of California and SSFUSD has been annually proposed. The funding is provided by the California Department of Education (CDE), Early Education Division, for the District to operate the State Preschool 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 Continued Funding CSPP State preschool contract for the fiscal year 2024-25.

calendar days in advance of contract termination and shall follow *CCR* 17795.

Instructions

Review the "Fiscal Year 2024–25 Continued Funding Application Overview and Instructions" document provided on the CFA web page for detailed instructions on how to complete each section of the CFA. All fields must be completed unless otherwise noted as optional. The application is structured into the following sections:

Section I: Contractor Information
Section II: Contract and Program Type
Section III: Contractor's Officers and Board of Directors Information
Section IV: Program Narrative
Section V: Subcontract Certification
Section VI: Contractor Certification
Section VII: CFA Checklist

Only a person with the legal authority to contractually bind the agency, or the contractor's "authorized representative" identified in the Board Resolution, may sign the CFA and related contractual documents on behalf of the agency. Please refer to the "Fiscal Year 2024–25 Continued Funding Application Overview and Instructions" and the template Board Resolution provided on the CFA web page**.**

If you do not complete the CFA in one session, you must select the **Save Responses** button located on the bottom of the screen. Once selected, you will be redirected to a new browser window to enter your email address. You will receive an email with a unique web address for entrance back into the CFA. It is recommended that you save the application web address. If you have any questions regarding the CFA, please contact CFA@cde.ca.gov.

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Section I: Contractor Information

Contractor Legal Name:
South San Francisco Unified School District

Contractor "Doing Business As" (DBA): *(Optional)*
Same

Headquartered County:
41 San Mateo

Vendor Number:
690

Executive Director Name:
Shawnterra Moore

Executive Director Telephone Number: *(999-999-9999)*
650-877-8705

Executive Director Email Address:
smoore@ssfusd.org

Legal Business Address:
398 B Street

City:
SSF

Zip Code:
94080

Is Mailing Address different from Legal Business Address?
- ○ Yes
- ◉ No

Name of Person Completing the CFA:
Eric Claybon

Title of Person Completing the CFA:

Child Development Program Coordinator

Contact Person Telephone Number: (*999-999-9999*)

650-827-8400

Contact Person Email Address:

eclaybon@ssfusd.org

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California DEPARTMENT OF EDUCATION

Application

Fiscal Year 2024–25 CSPP Continued Funding

Early Education Division

Overview

Contractors holding a current California State Preschool Program (CSPP) contract, and if applicable a Prekindergarten and Family Literacy Support (CPKS) contract, who wish to be considered for continued funding for fiscal year (FY) 2024–25 must complete this application for continued funding. The FY 2024–25 Continued Funding Application (CFA) Overview and Instructions may be accessed on the CFA web page.

Contractors who apply for and are approved for continued funding do not need to sign a contract with the CDE to provide CSPP and CPKS services for FY 2024–25. Contracts will be automatically renewed in accordance with all applicable federal and state laws and Contract Terms and Conditions (CT&Cs). By signing this CFA, the contractor is indicating that it wishes to automatically renew its contract(s) for FY 2024–25 and accepts all of the terms and conditions of the 2024–25 CSPP contract, and if applicable the 2024–25 CPKS contract, which will be provided to the contractor no later than June 1, 2024.

Upon completion of this CFA, the California Department of Education (CDE) will review the application and may contact your agency seeking additional information. If the CFA is returned to the CDE in a timely manner but is not fully and accurately completed, funding for FY 2024–25, if approved, may be delayed.

Please also note that contractors have no vested right to a subsequent contract. Completion of this CFA does not guarantee a renewal of funding. If the CDE determines your agency will not be renewed for a subsequent contract year, you will be notified in writing no later than April 7, 2024, pursuant to the *California Code of Regulations*, Title 5 (5 *CCR*) Section 17828.

Contractors that wish to reject the terms of the FY 2024–25 CSPP and/or CPKS contract must provide the CDE with a written notice that the terms of the contract(s) are rejected by emailing EarlyEducationContracts@cde.ca.gov on or before June 30, 2024. The email should come from the Executive Director/Superintendent of the contracting entity or their authorized representative and state that the terms of the FY 2024–25 CSPP and, as applicable, the CPKS contract are rejected. Contractors providing such notice to the CDE of the rejection of the terms of the contract will not have a contract(s) in effect for FY 2024–25. Note that while contractors who currently receive CPKS funding may reject their 2024–25 CPKS contract, they cannot reject their 2024–25 CSPP contract and still receive funding under a CPKS contract since CPKS funding is tied to having a CSPP contract.

If a contractor wishes to terminate the contract for any reason during the FY 2024–25 contract term, the contractor shall notify the CDE of its intent to terminate the contract at least 90

Section II: Contract and Program Type

Part 1: Contract and Program Type

Check all applicable boxes indicating the programs the contractor intends to continue to administer for FY 2024–25. The contractor agrees to continue implementation of these programs with funds provided by the CDE.

Contract Type: *(select all that apply)*

- [x] CSPP
- [ ] CPKS

Does the CSPP operate a Family Childcare Home Education Network (FCHEEN)?

- ( ) Yes
- (•) No

ProgramType: *(Select all that apply. A completed Program Calendar (Form EED 9730) must be submitted. If the contractor operates both a full-day and a part-day program, a separate Program Calendar (Form EED 9730) must be uploaded for each.)*

- [x] Full-Day/Full-Year
- [x] Part-Day/Part-Year
- [ ] Full-Day/Part-Year
- [ ] Part-Day/Full-Year

Part 2: Projected Enrollment

Insert the number of subsidized children your agency expects to enroll with the CSPP contract for each county services are provided, as applicable.

How many counties does your agency operate in?

1

County 1 Information

Select the County Name:

41 San Mateo

Number of Children to be Enrolled in Part-Day CSPP in County 1:	90
Number of Children to be Enrolled in Full-Day CSPP in	56

County 1:
Total Number of Children to be Enrolled in County 1: 146

Total Number of CSPP Children to be Enrolled: *(Add the total from each county.)*
146

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Section III: Contractor's Officers and Board of Directors Information

Does the contractor have a board of directors?

- (●) Yes
- ( ) No

How many officers and board members/governing individuals (i.e., owner, director, etc.) does your agency have? *(If there are more than 10, please complete this section and email CFA@cde.ca.gov with any additional members and their contact information.)*

5

Officer #1:

Officer 1 First Name:	Chialin
Officer 1 Last Name:	Hsieh
Officer 1 Title:	Board President
Officer 1 Telephone Number: (*999-999-9999*)	650-877-8705
Officer 1 Mailing Address:	398 B Street
Officer 1 Mailing City:	SSF
Officer 1 Mailing Zip Code:	94080
Officer 1 Email Address:	chsieh@ssfusd.org

Officer #2:

Officer 2 First Name:	Patricia
Officer 2 Last Name:	Murray
Officer 2 Title:	Board Vice President
Officer 2 Telephone Number (*999-999-9999*):	650-877-8705
Officer 2 Mailing Address:	398 B Street
Officer 2 Mailing City:	SSF
Officer 2 Mailing Zip Code:	94080

Officer 2 Email Address:	pmurray@ssfusd.org

Officer #3:

Officer 3 First Name:	Mina A
Officer 3 Last Name:	Richardson
Officer 3 Title:	Board Clerk
Officer 3 Telephone Number (*999-999-9999*):	650-877-8705
Officer 3 Mailing Address:	398 B Street
Officer 3 Mailing City:	SSF
Officer 3 Mailing Zip Code:	94080
Officer 3 Email Address:	mrichardson@ssfusd.org

Officer #4:

Officer 4 First Name:	Daina
Officer 4 Last Name:	Lujan
Officer 4 Title:	Board Member
Officer 4 Telephone Number (*999-999-9999*):	650-877-8705
Officer 4 Mailing Address:	398 B Street
Officer 4 Mailing City:	SSF
Officer 4 Mailing Zip Code:	94080
Officer 4 Email Address:	dlujan@ssfusd.org

Officer #5:

Officer 5 First Name:	Amanda
Officer 5 Last Name:	Anthony
Officer 5 Title:	Board Member
Officer 5 Telephone Number (*999-999-9999*):	650-877-8705
Officer 5 Mailing Address:	398 B Street
Officer 5 Mailing City:	SSF
Officer 5 Mailing Zip Code:	94080
Officer 5 Email Address:	aanthony@ssfusd.org

Have any of the listed officers, board members, owners or other governing individuals ever served as an officer, board member, owner or governing individual with an agency that received state or federal funding and which agency funding was terminated or involuntarily non-renewed, or the agency was debarred from funding for any period of time?

- ○ Yes
- ◉ No

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Section IV: Program Narrative

Does the contractor have program or minimum days of operation (MDO) changes?

- ○ Yes
- ◉ No

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Section V: Subcontract Certification

Subcontractor refers to a separate agency subcontracted to provide CSPP services in accordance with the provisions contained in the California Education Code, 5 CCR, and the CT&Cs.

Does the Contractor have subcontractors?

- ○ Yes
- ◉ No

Contractors who subcontract CSPP services must also submit a completed Subcontractor Information Form (EED-3704B). The form is available on the CFA web page.

AGREEMENT: By signing this application electronically, I, the District Superintendent, or authorized designee, agree that my electronic signature is the legally binding equivalent to my handwritten signature.

- ◉ Yes
- ○ No

Printed Name of the Contractor's Authorized Representative:

Eric Claybon

Title of the Contractor's Authorized Representative:

Child Development Program Coordinator

Certification Date: (*MM/DD/YYYY*)

12/1/2023

Authorized Representative's Telephone Number: *(999-999-9999)*

650-827-8400

Authorized Representative's Email Address:

eclaybon@ssfusd.org

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Section VI: Contractor Certification

Under penalty of perjury, I certify the following statements as true and correct to the best of my knowledge: *(Each box below must be selected in order to continue with the application.)*

- [x] I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher. All staff employed by the contractor for the provision of preschool services are fully qualified for their respective positions. The exception to this certification is a person employed as Program Director or Site Supervisor who possesses a current Staffing Qualifications Waiver approved by the Early Education Division.
- [x] I am authorized by the contractor's Board of Directors or other governing authority to execute this CFA, signifying their intent to automatically renew the current CSPP contract, and CPKS contract if applicable, for FY 2024–25, under new terms and conditions to be established by the CDE, unless rejected in writing prior to the effective date of the new CSPP contract(s) on June 30, 2024.
- [x] On behalf of the contractor and its governing authority, I understand that some information requested in this CFA is intended for use by CDE auditors in connection with future audit work and performance reviews and may not be used, reviewed, or considered by the CDE until after the contract has expired, if ever. Therefore, the contractor further understands that the information (and any underlying transactions) disclosed by this CFA shall not be considered properly noticed to the CDE, nor approved, accepted, or authorized by the CDE, even if the contractor's request for continued funding by the CDE is subsequently approved.
- [x] The governing board members or persons with governing authority have been trained in understanding conflict of interest requirements associated with their positions on the board and have reported all known conflicts of interest.

As the authorized representative of the CSPP contractor named in this application, I certify that: *(Each box below must be selected in order to continue with the application.)*

- [x] I have reviewed all of the information for my agency and, to the best of my knowledge, the information on the CDMIS website reflects accurate information for my agency as of the date this certification is signed.
- [x] I understand my obligation as a CSPP contractor to ensure the accuracy of information in CDMIS on an ongoing basis and will update the information in CDMIS as needed throughout the contract period.

As the signer on this CFA I have supervisory authority over the CSPP and have actual, personal knowledge of the information provided in this CFA. I am familiar with and will ensure that the contractor complies with all applicable program

statutes and regulations in effect for FY 2024-25, including but not limited to:
(Each box below must be selected in order to continue with the application.)

- [x] Subcontracting requirements, including competitive bidding, CDE approval, and audit requirements in 5 CCR.
- [x] Prohibitions on conflicts of interests, including (i) the assurances required to establish that transactions with officers, directors and other related party transactions are conducted at arm's length, and (ii) employment limitations stated in EC.
- [x] Cost reimbursement requirements, including reimbursable and non-reimbursable costs, documentation requirements, the provisions for determining the reimbursable amount and other provisions in 5 CCR, and accounting and reporting requirements in 5 CCR.
- [x] Operational and programmatic requirements.
- [x] Personnel requirements as stipulated in the California Education Code, 5 CCR; and the CT&Cs.

By signing this CFA, the contractor is indicating that it wishes to automatically renew the current contract for FY 2024–25 and, if approved, is willing to, and does accept, all terms and conditions of the CSPP contract, which will be provided to the contractor no later than June 1, 2024. The contractor may reject the FY 2024–25 contract by providing the CDE with a written notice of rejection no later than June 30, 2024. Contractors that wish to reject the terms of the FY 2024–25 contract must provide written notice that the terms of the contract are rejected by emailing EarlyEducationContracts@cde.ca.gov on or before June 30, 2024. The email should come from the Executive Director/Superintendent of the contracting entity or their authorized representative and state that the terms of the FY 2024–25 CSPP contract, and CPKS contract if applicable, are rejected.

Contractors providing such notice to the CDE of the rejection of the terms of the contract(s) will not have a contract(s) in effect for FY 2024–25. I understand that failure to timely reject the terms of the contract means that the contract may be automatically renewed for FY 2024-25 starting on July 1, 2024.

AGREEMENT: By signing this application electronically, I, the District Superintendent, or authorized designee, agree that my electronic signature is the legally binding equivalent to my handwritten signature.

- (●) Yes
- ( ) No

Printed Name of the Contractor's Authorized Representative:

Eric Claybon

Title of the Contractor's Authorized Representative:

Child Development Program Coordinator

Certification Date: (*MM/DD/YYYY*)

12/1/2023

Authorized Representative's Telephone Number: (*999-999-9999*)

650-827-8400

Authorized Representative's Email Address:

eclaybon@ssfusd.org

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Section VII – CFA Checklist

Is the Contractor a public or non-public agency? *(The State Administrative Manual defines a **public agency** as any state agency, city, county, special district, school district, community college district, county superintendent of schools, or federal agency. A charter school is also a public agency. Any agency that does not meet these criteria is considered a "**non-public agency**.")*

- (●) Public Agency
- ( ) Non-Public Agency

Is the Contractor a community college or community college district in California? *(Community colleges and community college districts appear in the California Community Colleges Chancellor's Office Directory.)*

- ( ) Yes
- (●) No

Is the Contractor a local education agency (LEA)? *(An LEA is a local entity involved in education including but not limited to school districts, county offices of education, direct-funded charter schools, and special education local plan areas. LEAs appear in the California School Directory.)*

- (●) Yes
- ( ) No

All forms and documentation listed below must be completed and attached to this application when submitting the CFA. Download, complete, and save each required attachment, as applicable, from the CFA web page. Before uploading your completed attachments, they must be saved on your computer in a compressed (zipped) folder.

Instructions for saving all attachments in a compressed (zipped) folder:

Save all completed attachments in one folder on your computer. Name each document with your Vendor ID Number followed by the title of the document, for example "12345 - STD 204," "12345 - Board Resolution," etc.

Name the folder containing all attachments with your Vendor ID Number followed by "CFA Attachments," for example "12345 - CFA Attachments."

Right click on the folder, hover your cursor over the "Send to" option, then select "Compressed (zipped) folder." (Mac users may instead select all the documents within the folder, right click, and select "Compress X items" where X is the number of items selected.) The compressed

folder will appear in the same location as the original folder. The compressed folder name will end with ".zip."

Check each box below to confirm the required item is completed and included in your zipped file:

Full-Day Calendar (Form EED 9730). Required for contractors who indicated a Full-Day program type in Section II.

☑ *Included*

Part-Day Calendar (Form EED 9730). Required for contractors who indicated a Part-Day program type in Section II.

☑ *Included*

California Civil Rights Laws Certification (CO-005). Required for all contractors.

☑ *Included*

Contractor Certification Clauses (CCC). Required for all contractors.

☑ *Included*

Federal Certification (CO.8). Required for all contractors.

☑ *Included*

CDMIS Agency Information Certification. Required for all contractors. (Review all information in CDMIS, update any outdated or incorrect information, and generate the Agency Information Certification form. Log on to the CDMIS and follow the steps outlined in the FY 2024–25 CFA Instructions.)

☑ *Included*

Verification of Local Education Agency Name and Address. Required for all LEAs. (Provide the information page printed from California School Directory web page or California Community College Chancellor's Office web page, as applicable).

☑ *Included*

Public Agency's Board Resolution or Minutes authorizing signature authority. Required for all Public Agencies. (If the contractor is a County Office of Education, Resolution is not required only IF the CFA is signed by the County Superintendent).

☑ *Included*

☐ *Not Applicable*

If applicable: Application for License Exemption. Applicable only for LEAs choosing to apply to be exempt from licensure pursuant to Health & Safety Code (H&SC) Section 1596.792(o).

☐ *Included*

☑ *Not Applicable*

Upload the .zip file containing all required attachments. To upload the file, click the icon below, select the .zip folder saved on your computer, and click "upload." When the file has uploaded successfully a unique ID will appear in the box below.



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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: December 14, 2023

RE: Approval of permission for the South San Francisco High School Varsity Wrestling Team to Participate in a Wrestling Tournament in Clovis, CA, on December 14-16, 2023

BACKGROUND:

The purpose of this trip on December 14-16, 2023, is for the Varsity Wrestling Team to participate in a tournament hosted by Buchanan High School, 1560 N Minnewawa Ave, Clovis. Head Coach Cuauhtemoc Cervantes will serve as chaperone. The group will leave after school Thursday, December 14, 2023 and return Saturday, December 16, 2023. The group will be traveling to Buchanan High School by District van.

FISCAL IMPLICATIONS:

The South San Francisco High School Wrestling team will pay for tournament fees, and the District van. The group will be staying at the Extended Stay America Suites Fresno North located at 7135 N Fresno St, Fresno, CA, 93720. No student will be denied the opportunity to participate due to financial constraints.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the SSFHS Varsity Wrestling Team students to participate in a tournament in Clovis, CA, December 14-16, 2023.

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: December 14, 2023

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 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 Counselor, Ms. Carla Sangco, 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 Ms. Sangco 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 Counselor Ms. Sangco 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, Educational Services and Categorical Programs

Nina Mendez, Principal, Alta Loma Middle School

Dr. Loraine Rossi De Campos, Principal Westborough Middle School

DATE: December 14, 2023

RE: Approval of permission for Alta Loma MS and Westborough MS Staff Members to Attend the California Association of Directors of Activities (CADA) State Conference in Reno, NV, on March 6-9, 2024

BACKGROUND:

CADA is an organization that helps members continuously improve campus culture for students across California. CADA prides itself on presenting a curriculum that addresses the major trends in education. They also ensure topics and programs meet the needs of the entire educational team including activities directors, administrators, athletic directors, class advisors, educators, finance clerks, counselors, and support staff. Program topics include celebrating diversity, addressing mental health, improving school climate, teaching students to have grit, and promoting unity. In addition, they address LCAP State driven goals by featuring programs that support student engagement, highlighting school climate and connectedness, and helping to prepare students for success in college and in the workplace. SSFUSD's three middle schools attend this conference and use down time to collaborate on tri-school events. (Parkway Heights MS CADA attendees were approved on July 20, 2023.) If approved the Alta Loma MS and/or Westborough MS team may apply to present at a workshop.

FISCAL IMPLICATIONS:

Estimated total cost of $2,525, per person will include the following:

- Registration: $455 (Erica Odencrans, ALMS and Angela Saelaw,WBM)
- Hotel: $710 per night (3-night stay)
- Food: $360
- Transportation: approx. $200
- Substitute: $800

Estimated total cost for two staff members is $5,050.

The cost of each staff members trip would be covered by site discretionary funds.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for one staff member each from Alta Loma MS and Westborough MS to attend the CADA State Conference in Reno, NV, on March 6-9, 2024.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D. Superintendent

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

Kevin Asbra, Principal, South San Francisco High School

DATE: December 14, 2023

RE: Approval of permission for South San Francisco High Earth Club Students to Travel Overnight to Sugarloaf Ridge Campground, (Sonoma County), CA, on March 15-17, 2024

BACKGROUND:

The purpose of this field trip to Sugarloaf Ridge is to provide SSFHS Earth Club members with an experiential learning opportunity. Students will have the chance to experience nature first-hand and enjoy hiking, nature walks, and learning about the ecosystem of Sugarloaf Ridge. Students will camp at Sugarloaf Ridge State Campground at the headwaters of the Sonoma Creek. Bath houses have showers, electrical sockets, and flush toilets. Each site has a picnic table, fire ring, and running water is a short walk from all sites. The site is extremely safe and secure. Activities for the weekend will include hiking, and an educational tour of Robert Ferguson Observatory. The Earth Club will provide the majority of camping equipment, food, and any entrance fees. Seven female students and seven male students are currently interested in the trip. Staff members Mr. Ronnie Eldridge Appleseed and Ms. Rhonda Clemens will serve as the male and female chaperones.

FISCAL IMPLICATIONS:

Entrance fees, bus transportation, food, and campsite charges will be financed by the Earth Club's recycling and fundraising efforts. The trip will take place over the weekend, leaving on Friday afternoon at 2:00 p.m. Two substitutes will be required for one period. Those costs will be billed to the Earth Club. The stipends for Ms. Clements and Mr. Appleseed will be funded by the Earth Club ASB # 40031-0. No student will be denied the opportunity to participate due to financial constraints.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for the SSFHS Earth Club students to participate in a weekend field trip to Sugarloaf Ridge (Sonoma County), on March 15-17, 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

Seemaa Prasad, Principal, Baden High School

DATE: December 14, 2023

RE: Approval of permission for SSFUSD Alternative Education Principal to Attend the Coalition of Adult Basic Education (COABE) National Conference in Nashville, TN, on March 17-20, 2024

BACKGROUND:

COABE provides professional development for Adult Education providers nationally in program areas including ESL, High School Diploma, and Career Pathways. In addition, this conference provides leadership professional development for administrators in Adult Education and will be attended by other Adult School principals in the ACCEL regional consortium of which SSF Adult Education is also a member. Ms. Seemaa Prasad, Principal of Alternative Education, requests to attend the conference in Nashville, TN, on March 17-20, 2024.

FISCAL IMPLICATIONS:

Estimated total cost of $3,175, will include the following:

- Registration: = $725
- Hotel Accommodations: ($350 per night x 4 nights) = $1,400
- Food: $75 per day x 4 days = $300
- Transportation (airfare): = $800

The cost for Ms. Prasad to attend will be covered by SSF Adult Education funding through the Sate California Adult Education Program (CAEP).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for Ms. Prasad to attend the COABE National Conference in Nashville, TN. on March 17-20, 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

Dr. Loraine Rossi de Campos, Principal Westborough Middle School

DATE: December 14, 2023

RE: Approval of Permission for Westborough Middle School Students to Travel to Washington D.C. and New York, March 27- April 3, 2024

BACKGROUND:

32 Westborough MS 7th and 8th grade students meeting grade and behavior standards will be traveling to Washington D.C. (four days) and New York (three days) from Thursday, March 27 through Thursday, April 3. These students will miss one day of school. Westborough MS teachers Mr. Brian Vina and Ms. Corinna Low, along with eight HR cleared parents will serve as chaperones throughout the trip. Transportation upon arrival will be by chartered bus, through World Strides, a company that we have used for over two decades.

During this week, students will have a once-in-a-lifetime experience of American history and culture. This trip meets 8th grade Social Studies standards. Each student will complete the District's "Voluntary Excursion/Field Trip Notice" in order to participate in this field trip. Each student will keep a notebook and will complete any required schoolwork prior to departure.

FISCAL IMPLICATIONS:

There will be no cost to the District. All costs will be covered by the participating students and parents, which include room and board, transportation costs, and substitutes.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for Westborough MS 7th and 8th grade students to travel to Washington D. C. and New York, New York, March 27-April 3, 2024.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

CERTIFICATED CONTRACT 2023-2024

Rafah, Ahmad, will be placed at Parkway Heights Middle School on a Temporary contract effective December 15, 2023. Salary placement C – 1

ASSIGNMENT ADJUSTMENT 2023-2024

Jones, Kelly, a teacher at Alta Loma Middle School, from 1.0 FTE to 1.2 FTE effective November 1, 2023, through May 31, 2024

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

EMPLOYMENT

De La Torre, Mariela, Paraprofessional I, Sunshine Gardens Elementary School, 6.0 hours per day, Range 25B, Step 2, effective October 11, 2023.

Maldonado Ruiz, Fatima, School Community Liaison, District Office, 7.5 hours per day, Range 32B, Step 4, effective October 16, 2023.

Hagy, Sophia, Paraprofessional II – Special Education, South San Francisco High School, 6.0 hours per day, Range 26B, Step 2, effective October 23, 2023.

Mujica, Jessica, District Behaviorist, District Office, 7.5 hours per day, Range 3C, Step 5, effective October 30, 2023.

Arevalo Cabezas, Diana, Paraprofessional II – Special Education, Junipero Serra Elementary School, 6.0 hours per day, Range 29B, Step 1, effective November 8, 2023.

Estrada, Mark, Career Center Technician, El Camino High School, 7.0 hours per day, Range 34B, Step 5, effective November 13, 2023.

Goenawan, Emilia, Nutrition Services Assistant II - Rover, District Office, 6.0 hours per day, Range 30HB, Step 5, effective December 1, 2023.

PROMOTION

Navarro, Erica, Paraprofessional II – Special Education, Martin Elementary School, 6.0 hours per day, Range 29A, Step 5, effective September 27, 2023.

Sanchez, Martha, School Community Liaison, Los Cerritos Elementary School, 7.5 hours per day, Range 32B, Step 5, effective October 12, 2023.

Avalos, Marillyn, School Community Liaison, Parkway Middle School, 7.5 hours per day, Range 32B, Step 3, effective November 29, 2023.

VOLUNTARY DEMOTION

Sanchez, Martha, School Office Assistant, Martin Elementary School, 4.0 hours per day, Range 30B, Step 5, effective November 12, 2023.

TRANSFER

Abarquez, Jocelyn, Paraprofessional II – Special Education, from Junipero Serra Elementary School to Westborough Middle School, 6.0 hours per day, Range 29B, Step 4, effective October 30, 2023.

Yamamoto, Melissa Anne, Paraprofessional II – Special Education, from Junipero Serra Elementary School to Alta Loma Middle School, 6.0 hours per day, Range 29B, Step 3, effective October 30, 2023.

TEMPORARY INCREASE IN HOURS

Sanchez, Martha, School Office Assistant, Martin Elementary School, 4.0 to 7.5 hours per day, Range 30B, Step 5, effective November 12, 2023.

INCREASE IN HOURS

Perez, Alicia, Paraprofessional I – Special Education, Spruce Elementary School, 5.25 to 5.75 hours per day, Range 26, Step 5, effective September 18, 2023.

RESIGNATION

Carin, Hayzel, Paraprofessional II – Special Education, Westborough Middle School, 6.0 hours per day, Range 29, Step 5, effective October 19, 2023.

Gutierrez Barraza, Liset, Paraprofessional II – Special Education, Junipero Serra Elementary School, 6.0 hours per day, Range 29, Step 4, effective November 17, 2023.

Fu, Pui Yee, Paraprofessional I – Special Education, Hillside Preschool, 6.0 hours per day, Range 26, Step 5, effective November 24, 2023.

TEMPORARY OUT OF CLASS PAY

Burke, Monica, Acting Paraprofessional II – Special Education, Los Cerritos Elementary School, 6.0 hours per day, Range 29, Step 2, effective August 9, 2023 until filled.

Avalos, Marillyn, Acting School Community Liaison, Parkway Heights Middle School, 7.5 hours per day, Range 32, Step 3, effective October 1, 2023 through November 28, 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

DATE: December 14, 2023

RE: Purchase Order Listing – October 1 - October 31, 2023

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed between October 1 - October 31, 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
241371	A.S.F. ELECTRIC INC.	Electrical Contractors	01-8150-0-0000-8110-5899-014-741	490.00
241454	ALBERTSONS/SAFEWAY INC.	Safeway Annual P.O.	01-0000-0-0000-2110-4322-090-762	1,000.00
241498	ALTA TECHNOLOGIES INC.	Cisco Parts	01-0000-0-0000-2424-4320-090-735	148.33
241415	AMAZON CAPITAL SERVICES	Support Materials - Skyline	01-9010-0-5760-1190-4320-090-350	126.48
241336	AMAZON.COM	EDS Supplies	01-0000-0-0000-2100-4320-090-762	99.71
241392	AMAZON.COM	PD Materials	01-0000-0-0000-2100-4320-090-762	117.50
241464	AMAZON.COM	Wireless Presentation Remote	01-0000-0-0000-2100-4320-090-762	1,411.67
241472	AMAZON.COM	Nov 1 PD Materials	01-0000-0-0000-2100-4320-090-762	54.88
241538	AMAZON.COM	Staff Development Supplies	01-0000-0-0000-2100-4320-090-762	91.10
241516	AMAZON.COM	EDS Office Supplies	01-0000-0-0000-2110-4320-090-762	285.28
241332	AMAZON.COM	I.T. Supplies	01-0000-0-0000-2424-4320-090-735	251.58
241386	AMAZON.COM	I.T. Tools	01-0000-0-0000-2424-4320-090-735	116.78
241456	AMAZON.COM	MacBook USB-C Adapters	01-0000-0-0000-2424-4320-090-735	762.97
241492	AMAZON.COM	Office Supplies	01-0000-0-0000-2424-4320-090-735	55.75
241515	AMAZON.COM	I.T. Docking Station	01-0000-0-0000-2424-4320-090-735	270.26
241535	AMAZON.COM	Office Supplies	01-0000-0-0000-2424-4320-090-735	99.68
241556	AMAZON.COM	Emergency Supplies & Tissues	01-0000-0-0000-7350-4320-090-717	915.88
241523	AMAZON.COM	Office Supplies	01-0000-0-0000-7400-4320-090-715	192.52
241540	AMAZON.COM	Mail Room Cart	01-0000-0-0000-7540-4320-090-761	462.90
241484	AMAZON.COM	History Day Books	01-0000-0-1110-1000-4200-033-070	137.09
241455	AMAZON.COM	Tech TLT Resource	01-0000-0-1110-1000-4200-090-170	96.65
241500	AMAZON.COM	Student Support Supplies	01-0000-0-1110-1000-4320-002-070	486.23
241334	AMAZON.COM	Office Supplies	01-0000-0-1110-1000-4320-006-070	277.62
241571	AMAZON.COM	Teacher Classroom Chair	01-0000-0-1110-1000-4320-008-070	98.88
241436	AMAZON.COM	School Supplies	01-0000-0-1110-1000-4320-010-070	40.62
241387	AMAZON.COM	Sit Stand Desks	01-0000-0-1110-1000-4320-022-070	1,186.58
241496	AMAZON.COM	Shirts for Sublimation	01-0000-0-1110-1000-4320-022-070	465.17
241497	AMAZON.COM	Office Move Supplies	01-0000-0-1110-1000-4320-022-070	340.59
241462	AMAZON.COM	Supplies for Security and Copy Room	01-0000-0-1110-1000-4320-032-070	106.65
241517	AMAZON.COM	Supplies for the General Office, Library & Attendance Office	01-0000-0-1110-1000-4320-032-070	55.88
241369	AMAZON.COM	Supplies	01-0000-0-1110-1000-4320-033-070	257.80
241424	AMAZON.COM	Culinary Supplies	01-0000-0-1110-1000-4320-033-070	244.39
241531	AMAZON.COM	Supplies	01-0000-0-1110-1000-4320-033-070	47.52
241333	AMAZON.COM	Math Pilot Materials	01-0000-0-1110-1000-4320-090-177	98.43
241335	AMAZON.COM	Math Pilot supplies #2	01-0000-0-1110-1000-4320-090-177	16.46
241538	AMAZON.COM	Staff Development Supplies	01-0000-0-1110-1000-4320-090-177	33.28
241373	AMAZON.COM	Office Purifier	01-0000-0-1110-1000-4320-090-762	81.29
241437	AMAZON.COM	Art Supplies	01-0000-0-1201-1000-4320-033-070	106.58
241486	AMAZON.COM	PE Basketball Supplies	01-0000-0-1202-1000-4320-033-322	578.21
241438	AMAZON.COM	PE Basketball Supplies	01-0000-0-1230-1000-4320-033-070	617.28
241403	AMAZON.COM	1st Grade Books	01-0801-0-1110-1000-4200-002-123	58.85

P.O.	Vendor	Description	Account	Amount
241426	AMAZON.COM	Books for Teaching ELLs	01-0801-0-1110-1000-4200-090-123	111.84
241425	AMAZON.COM	Student Incentive Items	01-0801-0-1110-1000-4320-012-180	1,225.43
241546	AMAZON.COM	Calendar & Office / Classroom Supplies	01-0801-0-1110-1000-4320-012-180	204.60
241385	AMAZON.COM	EL Supplies	01-0801-0-1110-1000-4320-021-123	399.29
241331	AMAZON.COM	Student Supplies & Speaker	01-0801-0-1110-1000-4320-025-180	1,585.36
241409	AMAZON.COM	Open Top Jars & Pliers	01-0801-0-1110-1000-4320-025-180	40.52
241388	AMAZON.COM	Classroom Supplies, Books and Support Materials	01-3010-0-1110-1000-4200-007-301	72.18
241390	AMAZON.COM	Learning Materials and Support Supplies	01-3010-0-1110-1000-4200-007-301	42.89
241391	AMAZON.COM	Classroom & Instructional Supplies, PBIS Incentive Supplies	01-3010-0-1110-1000-4200-007-301	35.16
241383	AMAZON.COM	Instructional Supplies, PBIS Incentive Supplies	01-3010-0-1110-1000-4320-007-301	223.24
241388	AMAZON.COM	Classroom Supplies, Books and Support Materials	01-3010-0-1110-1000-4320-007-301	302.16
241389	AMAZON.COM	Classroom Instructional Materials and Support Supplies	01-3010-0-1110-1000-4320-007-301	441.49
241390	AMAZON.COM	Learning Materials and Support Supplies	01-3010-0-1110-1000-4320-007-301	390.46
241391	AMAZON.COM	Classroom & Instructional Supplies, PBIS Incentive Supplies	01-3010-0-1110-1000-4320-007-301	171.56
241430	AMAZON.COM	Sleeves for UFLI Phonics Writing practice	01-3010-0-1110-1000-4320-008-301	153.75
241431	AMAZON.COM	SPED Binders	01-3010-0-1110-1000-4320-008-301	45.04
241501	AMAZON.COM	Student Timers	01-3010-0-1110-1000-4320-008-301	68.11
241468	AMAZON.COM	School Supplies	01-3182-0-1110-1000-4200-031-387	13.51
241468	AMAZON.COM	School Supplies	01-3182-0-1110-1000-4320-031-387	702.76
241488	AMAZON.COM	Office and Classroom Supplies	01-3214-0-1110-1000-4320-013-339	333.00
241525	AMAZON.COM	PE Supplies	01-3218-0-1110-1000-4320-021-439	229.63
241526	AMAZON.COM	Academic Supplies	01-3218-0-1110-1000-4320-021-439	73.58
241548	AMAZON.COM	Pocket Chart Cell Phones Storage	01-3218-0-1110-1000-4320-032-439	3,843.43
241549	AMAZON.COM	Pocket Chart Cell Phones Storage	01-3218-0-1110-1000-4320-032-439	768.69
241518	AMAZON.COM	Amazon UTK Teacher Supply list	01-6053-0-1110-1000-4320-090-841	194.06
241576	AMAZON.COM	CTE_Culinary Arts	01-6387-0-3800-1000-4320-033-CIG	171.31
241417	AMAZON.COM	Support Materials - ECHS TX classroom	01-6500-0-5760-1190-4320-090-245	281.22
241432	AMAZON.COM	Supplies	01-6500-0-5760-1190-4320-090-245	1,742.16
241481	AMAZON.COM	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	129.43
241403	AMAZON.COM	1st Grade Books	01-9010-0-1110-1000-4320-002-356	16.36
241423	AMAZON.COM	Support Materials	01-9010-0-5001-3150-4320-090-350	199.12
241413	AMAZON.COM	Support Materials - Spruce	01-9010-0-5760-1190-4320-090-350	29.64
241414	AMAZON.COM	Support Materials - ALMS	01-9010-0-5760-1190-4320-090-350	161.45
241418	AMAZON.COM	Support Materials - OT	01-9010-0-5760-1190-4320-090-350	256.40
241419	AMAZON.COM	Support Materials - ECHS School Psychologist	01-9010-0-5760-1190-4320-090-350	341.32
241422	AMAZON.COM	Support Materials - ERMHS	01-9010-0-5760-1190-4320-090-350	258.26
241520	AMAZON.COM	Supplies for ECHS School Psych	01-9010-0-5760-1190-4320-090-350	79.09
241368	AMAZON.COM	Drama Supplies for the Play	01-9219-0-1208-1000-4320-032-356	559.80
241465	AMAZON.COM	Supplies for Drama	01-9219-0-1208-1000-4320-032-356	1,059.68
241406	ANDRE-BOUDIN BAKERIES INC.	Open PO Food for Meetings	01-0000-0-1110-1000-4322-022-070	1,500.00
241449	APERTURE MEDIA & DESIGN LLC	Aperture Media 23/24 SSFHS/ECHS Video Production	01-3550-0-3800-1000-5899-090-333	11,475.00

P.O.	Vendor	Description	Account	Amount
241469	APPLE COMPUTER INC	MacBook Air-Staff Replacements	01-0000-0-0000-2424-4420-090-735	7,563.91
241404	APPLE COMPUTER INC	Apple Pencils (5) & iPads with Cases (4)	01-0801-0-1110-1000-4420-025-180	2,893.83
241469	APPLE COMPUTER INC	MacBook Air-Staff Replacements	01-3213-0-1110-1000-4420-090-346	0.00
241519	APPLE COMPUTER INC	Macbook Pro	01-6500-0-5760-1190-4420-090-245	3,420.30
241401	APPLE INC	Apple TVs & Apple Care	01-3010-0-1110-1000-4320-007-301	2,505.28
241463	APPLE INC	Apple TV for Designated EL Use in Classroom	01-3010-0-1110-1000-4320-013-301	385.43
241366	APPLE INC	Apple TVs	01-9010-0-1110-1000-4320-010-356	1,349.00
241509	AUTISM HELPER INC., THE	Behaviorist Tools	01-6500-0-5760-1190-5813-090-245	330.00
241393	AVID TRANSLATION	Prtn Tchr Conf Translations	01-0801-0-1110-1000-5899-014-123	330.00
241355	B & H PHOTO-VIDEO INC	Video Arts Supplies and Equipment	01-6387-0-3800-1000-4320-032-CIG	3,898.20
241564	B & H PHOTO-VIDEO INC	Portable SSD for Video Arts	01-6387-0-3800-1000-4320-032-CIG	2,856.53
241355	B & H PHOTO-VIDEO INC	Video Arts Supplies and Equipment	01-6387-0-3800-1000-4420-032-CIG	4,828.99
241495	B & H PHOTO-VIDEO INC	CTE_Folklorico Speakers	01-6388-0-3800-1000-4420-033-318	1,034.78
241348	BART GROUP SALES	4108 Bart Letter for All School Field Trip	01-3218-0-1110-1000-5815-022-439	2,139.50
241489	BAZIC PRODUCTS	Kinder Crayons	01-0801-0-1110-1000-4320-012-180	330.68
241529	BEACON SCHOOL	NPS - Beacon School	01-6500-0-5760-1180-5870-090-230	10,000.00
241529	BEACON SCHOOL	NPS - Beacon School	01-6500-0-5760-1180-5880-090-230	62,500.00
241529	BEACON SCHOOL	NPS - Beacon School	01-6500-0-5760-1180-5899-090-230	2,500.00
241503	BISLA	NPA - Bilsa	01-6500-0-5760-1190-5899-090-245	500,000.00
241341	BLICK ART MATRLS - DICK BLICK	Art Supplies	01-0801-0-1110-1000-4320-025-180	75.60
241511	BOOKS INTERNATIONAL INC	Pilot Material for SPED to use with SPIRE and Secret Stories	01-3214-0-1110-1000-4320-013-339	3,239.40
241550	BOOMERANG PROJECT	Link Crew Basic Training	01-3218-0-1110-1000-5210-032-439	6,950.00
241569	BRIGHT MORNING CONSULTING INC	The Educator Summit Conference	01-3214-0-1110-1000-5210-013-339	3,279.78
241349	BRONSTEIN MUSIC	Band Supplies - Reeds & Books	01-0000-0-1110-1000-4320-025-322	630.44
241553	BRONSTEIN MUSIC	Musical Instrument Supplies	01-0000-0-1227-1000-4320-033-070	187.14
241553	BRONSTEIN MUSIC	Musical Instrument Supplies	01-0000-0-1227-1000-4420-033-070	2,091.47
241445	BSN SPORTS INC	SSF Polos & Hoodies	01-0000-0-1202-1000-5810-033-322	268.76
241446	BSN SPORTS INC	SSF Polos/Hoodies 2023	01-0000-0-1202-1000-5810-033-322	1,522.95
241444	BSN SPORTS INC	Soccer Supplies	01-0000-0-1203-1000-4320-033-322	848.43
241557	BUREAU OF EDUCATION & RESEARCH	Professional Development (School Nurse)	01-9010-0-5001-3900-5210-090-350	558.00
241570	C & L SPORTING GOODS	Whiffle Balls	01-0000-0-1230-1000-4320-032-070	26.37
241466	C.E.E.P.	Ropes Course Field Trip	01-9020-0-3200-1000-5815-031-356	500.00
241541	CALIFORNIA ASSOCIATION FOR	CABE Membership	01-6266-0-1110-1000-5300-090-341	145.00
241365	CALIFORNIA READING ASSOCIATION	California Reading Association Virtual Conference	01-6266-0-1110-1000-5210-090-341	345.00
241558	CAMPBELL KELLER	Workstation Design & Product	01-8150-0-0000-8110-6410-090-741	7,223.24
241490	CATHOLIC CHARITIES -	Buses for Kinder & TK	01-3214-0-1110-1000-5821-012-339	2,044.00
241433	CDW GOVERNMENT INC	Replacement TVs	01-0000-0-0000-2424-4420-090-735	1,813.95
241400	CDW GOVERNMENT INC	TV Replacement	01-3010-0-1110-1000-4420-022-301	1,364.93
241410	CDW GOVERNMENT INC	Headphones for Testing 2 Class Sets	01-3214-0-1110-1000-4320-012-339	1,209.04
241507	CDW GOVERNMENT INC	Projector	01-3218-0-1110-1000-4420-032-439	712.10
241350	CLAY PLANET	Supplies for Ceramics	01-0000-0-1207-1000-4320-032-070	1,612.56

P.O.	Vendor	Description	Account	Amount
241394	CUE INC.	Fall CUE Conference	01-0000-0-1110-1000-5210-090-762	258.00
241461	CYO TRANSPORTATION SERVICES	Field Trip Transportation - Kinder	01-3010-0-1110-1000-5821-008-301	1,960.00
241510	CYO TRANSPORTATION SERVICES	Field Trip 3rd Grade	01-3010-0-1110-1000-5821-008-301	2,292.00
241561	DAYBREAK HEALTH INC.	Mental Health Services SY 2023	01-7435-0-1110-1000-5899-090-349	137,280.00
241505	DECKER EQUIPMENT	Custodial Supplies	01-0000-0-0000-8200-4320-021-759	1,644.43
241505	DECKER EQUIPMENT	Custodial Supplies	01-0000-0-0000-8200-4420-021-759	2,262.16
241551	DELL MARKETING LP	New Comp for Ofc Asst.	01-0000-0-1110-1000-4420-014-070	1,469.48
241513	DELL MARKETING LP	Laptop Computer	01-8150-0-0000-8110-4420-090-741	1,372.56
241357	DEMCO INC.	Library Supplies	01-0000-0-1110-2421-4320-007-451	198.45
241514	DEMCO INC.	Library Supplies	01-0000-0-1110-2421-4320-014-451	163.89
241559	EDENRED COMMUTER BENEFIT	Re-order Commuter Checks	01-0000-0-0000-0000-9322-000	7,275.00
241559	EDENRED COMMUTER BENEFIT	Re-order Commuter Checks	01-0000-0-0000-7340-5899-090-717	291.00
241559	EDENRED COMMUTER BENEFIT	Re-order Commuter Checks	01-0000-0-0000-7340-5920-090-717	36.00
241508	EDPUZZLE INC	Subscription Edpuzzle	01-3218-0-1110-1000-5813-032-439	5,310.00
241377	EMICS INC DBA INFORMED K12	Annual License	01-0000-0-0000-7300-5899-090-717	48,708.70
241451	ERGOTRON INC	Ergotron Cart Repair Part	01-0000-0-0000-2424-4320-090-735	134.82
241491	ERGOTRON INC	Ergotron Cart Repair Part	01-0000-0-0000-2424-4320-090-735	134.82
241412	EXPERIENCE JANITORIAL INC.	Janitorial Services	01-0000-0-0000-8200-5899-006-760	30,035.50
241412	EXPERIENCE JANITORIAL INC.	Janitorial Services	01-0000-0-0000-8200-5899-008-760	30,035.50
241412	EXPERIENCE JANITORIAL INC.	Janitorial Services	01-0000-0-0000-8200-5899-010-760	30,035.50
241412	EXPERIENCE JANITORIAL INC.	Janitorial Services	01-0000-0-0000-8200-5899-022-760	37,500.00
241412	EXPERIENCE JANITORIAL INC.	Janitorial Services	01-0000-0-0000-8200-5899-090-760	22,393.50
241530	FAGEN FRIEDMAN & FULFROST LLP	Special Education Symposium (Virtual)	01-6500-0-5760-1190-5210-090-245	3,510.00
241563	FIRST ALARM	Training - Legal Aspect of Section 504	01-8150-0-0000-8300-5806-090-741	20,000.00
241363	FLINN SCIENTIFIC INC.	Earth Science Curriculum Pilot	01-9044-0-1110-1000-4320-090-064	311.68
241364	FOUNDATION FOR	Every Child Counts Symposium	01-6266-0-1110-1000-5210-090-341	5,441.00
241420	FREESTYLE PHOTOGRAPHIC SUPPLIE	CTE Photo Supplies	01-6387-0-3800-1000-4420-033-CIG	3,023.32
241402	GOPHER SPORTS	Ropes, Discs, & Medicine Balls - PE Equipment	01-0801-0-1110-1000-4320-025-180	185.69
241402	GOPHER SPORTS	Ropes, Discs, & Medicine Balls - PE Equipment	01-0801-0-1110-1000-4420-025-180	1,612.96
241362	GOPHER SPORTS	P.E Department	01-3218-0-1110-1000-4320-021-439	2,648.03
241524	GOPHER SPORTS	P.E. Department Supplies	01-3218-0-1110-1000-4320-021-439	2,517.20
241565	GRAINGER (BRANCH 729)	Warehouse Inventory Restock	01-0000-0-0000-0000-9320-000	678.10
241345	GREEN NINJA	Science PD MS	01-9044-0-1110-1000-5210-090-063	1,500.00
241533	HERFF JONES LLC	Yearbook	01-9206-0-1110-1000-4320-032-356	5,000.00
241384	HILLYARD INC	Warehouse Inventory Restock	01-0000-0-0000-0000-9320-000	2,592.39
241370	HILLYARD INC	Open P.O. for Hillyard	01-0000-0-0000-8200-4320-009-759	3,500.00
241360	HOME DEPOT PRO, THE	PLTW Storage PHMS Additional	01-6387-0-3800-1000-4320-090-CIG	725.83
241407	HOUGHTON MIFFLIN HARCOURT	Math Expressions Assessment Guide TE	01-6300-0-1110-1000-4100-090-307	165.25
241344	IMAGINE LEARNING INC.	Imagine Learning Professional Development	01-6266-0-1110-1000-5210-090-341	3,750.00
241416	INSPIRE TO CREATE	Social Emotional Educator's Starter Kit	01-9010-0-5760-1190-4320-090-350	1,828.92
241493	IXL LEARNING	Upgrade IXL Site License/So. Studies - Installment 1 of 3	01-0000-0-1110-1000-5813-025-070	2,658.00

P.O.	Vendor	Description	Account	Amount
241427	IXL LEARNING	IXL Site License - Upgrade So. Studies - Payment 1 of 3 (2023)	01-3218-0-1110-1000-5813-021-439	3,544.00
241367	KELLY SPICERS INC.	Card Stock	01-0000-0-1110-1000-4320-010-070	172.29
241482	KELLY SPICERS INC.	Copy Paper	01-0000-0-1110-1000-4320-014-070	1,008.10
241352	LEARNIX LLC	Subscription Renewal	01-9010-0-5001-3150-5813-090-350	1,499.84
241434	LUTRON SERVICES CO., INC.	Open P.O. - Electrical Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
241434	LUTRON SERVICES CO., INC.	Open P.O. - Electrical Supplies	01-8150-0-0000-8110-5600-090-741	5,000.00
241374	MCGRAW-HILL COMPANIES, THE	Wonders TE RSP SG	01-6300-0-1110-1000-4100-090-307	3,711.09
241494	MICHAEL HATFIELD LLC	Lighting and Sounds for Musical	01-9219-0-1208-1000-5600-032-356	3,350.00
241378	MIDAMERICA BOOKS	Library Books	01-0000-0-1110-2421-4200-002-451	592.08
241342	NASCO EDUCATION LLC	Art Supplies	01-0801-0-1110-1000-4320-025-180	440.59
241543	NEW HAVEN	NPS - New Haven	01-6500-0-5760-1180-5870-090-230	60,000.00
241543	NEW HAVEN	NPS - New Haven	01-6500-0-5760-1180-5880-090-230	45,000.00
241543	NEW HAVEN	NPS - New Haven	01-6500-0-5760-1180-5899-090-230	25,000.00
241504	NEWEGG BUSINESS INC	Video Arts Supplies	01-6387-0-3800-1000-4320-032-CIG	1,428.27
241358	NOTABLE INC.	KAMI Teacher Plan	01-0000-0-1110-1000-5813-033-070	99.00
241339	OFFICE DEPOT INC	Office Depot Supplies	01-0000-0-0000-2100-4320-090-762	452.06
241375	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-7110-4322-090-713	55.52
241375	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-7150-4320-090-714	135.03
241340	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-7350-4320-090-717	83.00
241337	OFFICE DEPOT INC	Office and Library Supply	01-0000-0-1110-1000-4320-008-070	183.84
241534	OFFICE DEPOT INC	Teacher Supplies	01-0000-0-1110-1000-4320-014-070	69.31
241532	OFFICE DEPOT INC	Office Supplies for Counseling and General Office	01-0000-0-1110-1000-4320-032-070	385.07
241542	OFFICE DEPOT INC	Art Supplies: Construction Paper & Paint	01-0801-0-1110-1000-4320-012-180	1,026.10
241502	OFFICE DEPOT INC	School Supplies 2023-10	01-0801-0-1110-1000-4320-025-180	1,068.19
241396	OFFICE DEPOT INC	Office Depot -Instructional Materials and Supplies	01-3010-0-1110-1000-4320-007-301	352.51
241460	OFFICE DEPOT INC	Classroom Supplies	01-6500-0-5730-1190-4320-005-205	268.25
241522	OFFICE DEPOT INC	Office Supplies	01-6500-0-5760-1190-4320-090-245	312.43
241512	OFFICE DEPOT INC.	Office Supplies	01-0000-0-1110-1000-4320-013-070	116.23
241452	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7400-4320-090-715	204.23
241452	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7400-4322-090-715	98.94
241506	OFFICE DEPOT/BUSINESS SERVICE	Academic Night Supplies	01-3218-0-1110-1000-4320-021-439	134.03
241351	OMEGA LABS INC	Subscription Renewal	01-9010-0-5001-3900-5813-090-350	400.00
241555	ORKIN EXTERMINATING CO INC	Open P.O. for Pest Control Services	01-0000-0-0000-8200-5807-090-760	10,000.00
241480	PAXIS INSTITUTE	PAXIS 2023/24 Online Training and Materials for Elementary	01-0801-0-1110-1000-4320-090-401	5,440.00
241480	PAXIS INSTITUTE	PAXIS 2023/24 Online Training and Materials for Elementary	01-0801-0-1110-1000-5899-090-401	5,560.00
241429	REGENTS OF THE UNIV. OF CA	UC Berkeley History-Social Science Project Nov 1 PD	01-0000-0-1110-1000-5210-090-762	3,300.00
241459	SAFETY TRAINING SEMINARS	Safety Training Seminar- CPR/First Aid 2023-2024 SY	01-0000-0-0000-7400-5899-090-716	2,210.00
241459	SAFETY TRAINING SEMINARS	Safety Training Seminar- CPR/First Aid 2023-2024 SY	01-9010-0-0000-7400-5899-090-353	4,790.00
241487	SAN MATEO COUNTY MOCK TRIAL	Mock Trials - SSFHS & ECHS	01-0000-0-1110-1000-5899-090-762	2,450.00
241562	SAN MATEO COUNTY OFFICE OF EDU	Mental Health Services SY 2023-2024	01-6266-0-1110-1000-5210-090-341	3,000.00
241356	SCANTRON CORPORATION	Scantrons	01-0000-0-1110-1000-4320-033-070	494.62

P.O.	Vendor	Description	Account	Amount
241547	SCHOLASTIC INC	4th Grade Reading	01-0801-0-1110-1000-4200-002-123	192.00
241405	SCHOOL HOUSE GROCERY	Open PO for Meetings	01-9010-0-1110-1000-4322-022-356	1,500.00
241567	SCHOOL MATE	Planners	01-3214-0-1110-1000-4320-013-339	964.16
241499	SCHOOL NURSE SUPPLY INC	Medical Warehouse Inventory Restock	01-0000-0-0000-0000-9320-000	1,799.21
241554	SCHOOL SAFETY SOLUTIONS LLC	School Safety Solutions Supplies	01-0000-0-1235-1000-4320-033-070	267.92
241361	SCHOOL SERVICES OF CALIFORNIA,	Webinar	01-0000-0-0000-7350-5210-090-717	195.00
241470	SCHOOL SERVICES OF CALIFORNIA,	Registration for Human Resources Operations Webinar	01-0000-0-0000-7490-5210-090-716	315.00
241382	SCHOOL SPECIALTY LLC	School Supplies	01-0000-0-1110-1000-4320-010-070	86.33
241442	SCHOOL SPECIALTY LLC	School Supplies	01-0000-0-1110-1000-4320-010-070	756.17
241467	SCHOOL SPECIALTY LLC	School Supplies	01-0000-0-1110-1000-4320-010-070	321.18
241521	SCHOOL SPECIALTY LLC	SPIRE Curriculum	01-6500-0-5760-1190-4320-090-245	5,024.40
241343	SCOOT EDUCATION INC.	Scoot Education Inc. Services for Substitute Staff SY 2023-2024	01-0000-0-0000-7400-5899-090-715	200,000.00
241398	SERVER SUPPLY.COM INC	Server SSD Drives	01-0000-0-0000-2424-4320-090-735	319.80
241473	SERVICE PRESS INC.	Business Services Envelopes	01-0000-0-0000-7350-5810-090-717	445.81
241572	SERVICE PRESS INC.	Envelopes	01-0000-0-1110-1000-5810-032-070	219.32
241359	SIGILLO SUPPLY	Plumbing Supplies	01-8150-0-0000-8110-4420-090-741	4,896.82
241441	SILICON VALLEY	Sports Officials #FB23228	01-0000-0-1202-1000-5814-033-322	1,740.00
241483	SILICON VALLEY	Sports Officials VB-23256	01-0000-0-1203-1000-5814-033-322	945.00
241474	SOFTCHOICE	Microsoft Office 365 Licensing- '23-'24	01-0000-0-0000-2424-5813-090-735	41,430.88
241560	SOUTHWEST SCHOOL & OFFICE SUPP	Warehouse Inventory Restock	01-0000-0-0000-0000-9320-000	2,370.00
241545	STAPLES ADVANTAGE	Supplies	01-0801-0-1110-1000-4320-022-180	787.14
241354	TEACHTOWN	Subscription - Teach Town	01-9010-0-5001-3900-5813-090-350	1,225.00
241566	TESOL TRAINERS	TESOL II Virtual Workshop	01-6266-0-1110-1000-5210-090-341	500.00
241475	THE BAY AREA	BAWP - November 1 PD	01-0000-0-0000-2140-5210-090-762	10,900.00
241353	TOBII DYVANOX LLC	Board Maker Subscription	01-9010-0-5001-3150-5813-090-350	7,706.25
241573	ULINE	PLTW WMS ULine Storage	01-6387-0-3800-1000-4420-090-CIG	1,906.92
241372	UNITED COACH TOURS	AVID Field Trip Transportation	01-0000-0-1110-1000-5821-032-070	2,334.00
241408	UNITED COACH TOURS	Transportation for CTE	01-3550-0-3800-1000-5821-032-333	1,180.00
241544	VENTRIS LEARNING LLC	Teacher Manuals	01-3010-0-1110-1000-4320-014-301	578.77
241457	VWR INTERNATIONAL	Biotech Supplies SSF	01-9010-0-1110-1000-4320-090-360	6,146.52
241458	VWR INTERNATIONAL	Biotech Supplies EC	01-9010-0-1110-1000-4320-090-360	2,749.16
	TOTAL FUND 01			**1,608,508.95**
241399	ALBERTSONS/SAFEWAY INC.	OPEN PO for Food Items for Students	12-6105-0-8535-1000-4320-045-835	250.00
241399	ALBERTSONS/SAFEWAY INC.	OPEN PO for Food Items for Students	12-9010-0-8533-1000-4320-045-833	250.00
241485	AMAZON.COM	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	47.98
241528	AMAZON.COM	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	21.95
241575	AMAZON.COM	Site/Classroom Supplies	12-6105-0-8535-1000-4320-045-835	75.66
241577	AMAZON.COM	Instructional Materials	12-9010-0-8530-1000-4200-002-832	521.57
241439	AMAZON.COM	Classroom Supplies	12-9010-0-8530-1000-4320-002-832	134.87
241485	AMAZON.COM	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	47.98
241575	AMAZON.COM	Site/Classroom Supplies	12-9010-0-8533-1000-4320-045-833	75.65

P.O.	Vendor	Description	Account	Amount
241421	AUTISM-PRODUCTS.COM	Site Supplies	12-6105-0-8535-1000-4420-045-835	1,751.32
241421	AUTISM-PRODUCTS.COM	Site Supplies	12-9010-0-8533-1000-4420-045-833	1,751.32
241411	HILLYARD INC	Open P.O. - Custodial Supplies	12-9010-0-8533-1000-4320-045-833	1,750.00
241411	HILLYARD INC	Open P.O. - Custodial Supplies	12-9302-0-8510-1000-4320-005-LIFT	1,750.00
241527	LOWE'S BUSINESS ACCOUNT/SYNCB	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	56.62
241527	LOWE'S BUSINESS ACCOUNT/SYNCB	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	56.62
241574	OFFICE DEPOT INC	Site/Office Supplies	12-6105-0-8510-1000-4320-045-830	438.28
241338	OFFICE DEPOT INC	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	194.06
241379	OFFICE DEPOT INC	Site/Classrooms Supplies	12-6105-0-8535-1000-4320-045-835	732.80
241448	OFFICE DEPOT INC	Site/Classroom Supplies	12-6105-0-8535-1000-4320-045-835	368.13
241574	OFFICE DEPOT INC	Site/Office Supplies	12-6105-0-8535-1000-4320-045-835	438.28
241379	OFFICE DEPOT INC	Site/Classrooms Supplies	12-9010-0-8533-1000-4320-045-833	732.81
241448	OFFICE DEPOT INC	Site/Classroom Supplies	12-9010-0-8533-1000-4320-045-833	368.14
241536	OFFICE DEPOT INC	Office Supplies	12-9010-0-8533-1000-4320-045-833	164.37
241574	OFFICE DEPOT INC	Site/Office Supplies	12-9010-0-8533-1000-4320-045-833	438.28
241536	OFFICE DEPOT INC	Office Supplies	12-9302-0-8510-1000-4320-005-LIFT	164.34
241380	STAPLES #0488	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	47.47
241552	STAPLES #0488	Site Supplies	12-6105-0-8535-1000-4420-045-835	334.58
241380	STAPLES #0488	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	47.47
241552	STAPLES #0488	Site Supplies	12-9010-0-8533-1000-4420-045-833	334.57
241568	TEACHING STRATEGIES LLC	Creative Curriculum/Reference Material	12-6105-0-8535-1000-4320-045-835	5,538.50
241568	TEACHING STRATEGIES LLC	Creative Curriculum/Reference Material	12-9010-0-8533-1000-4320-045-833	5,538.50
	TOTAL FUND 12			**24,422.12**
241440	AMAZON.COM	Chlorine Test Strips and Sunflower Seeds	13-5310-0-0000-3700-4320-090-820	54.09
241537	AMAZON.COM	Hydrion QT-40 Test Strips	13-5310-0-0000-3700-4320-090-820	105.48
241539	AMAZON.COM	Poster Set for SSFHS	13-5310-0-0000-3700-4320-090-820	71.36
241440	AMAZON.COM	Chlorine Test Strips and Sunflower Seeds	13-5310-0-0000-3700-4700-090-820	75.98
241477	AMAZON.COM	Chia Seeds	13-5310-0-0000-3700-4700-090-820	97.66
241478	GRAINGER (BRANCH 729)	Stretch Wrap for Trucks	13-5310-0-0000-3700-4320-090-820	770.53
	TOTAL FUND 13			**1,175.10**
241381	CIS INC.	Inspection Consultants	14-0000-0-0000-8500-6285-005-945	11,550.00
241381	CIS INC.	Inspection Consultants	14-0000-0-0000-8500-6285-008-945	11,550.00
241381	CIS INC.	Inspection Consultants	14-0000-0-0000-8500-6285-013-945	11,550.00
241381	CIS INC.	Inspection Consultants	14-0000-0-0000-8500-6285-022-945	11,550.00
241447	PROTECH	Environmental Consulting Services	14-0000-0-0000-8500-6285-005-945	3,225.00
241447	PROTECH	Environmental Consulting Services	14-0000-0-0000-8500-6285-008-945	2,525.00
241447	PROTECH	Environmental Consulting Services	14-0000-0-0000-8500-6285-013-945	1,800.00
241447	PROTECH	Environmental Consulting Services	14-0000-0-0000-8500-6285-022-945	2,525.00
	TOTAL FUND 14			**56,275.00**
241435	ARC DOCUMENT SOLUTIONS LLC	Computer Hardware/Software	21-9010-0-0000-8500-6260-098-902	2,002.91
241471	BAY AREA NEWS GROUP	Advertising	21-9010-0-0000-8500-5811-090-902	5,000.00

P.O.	Vendor	Description	Account	Amount
241476	CALIFORNIA FINANCIAL SERVICES	Measure T Cost Accounting and Tracking Program Services	21-9010-0-0000-8500-5813-090-902	55,500.00
241443	DELL MARKETING LP	Laptop for Bond Admin Assistant	21-9010-0-0000-8200-4420-090-902	1,469.48
241397	KATHLEEN MOORE	Education Specifications for the Measure T Bond Program	21-9010-0-0000-8500-5801-098-721	185,000.00
241395	NINYO & MOORE GEOTECHNICAL AND	Materials Testing and Special Inspection Services for HVAC Package A	21-9010-0-0000-8500-6280-009-945	14,049.00
241395	NINYO & MOORE GEOTECHNICAL AND	Materials Testing and Special Inspection Services for HVAC Package A	21-9010-0-0000-8500-6280-010-945	9,098.00
241395	NINYO & MOORE GEOTECHNICAL AND	Materials Testing and Special Inspection Services for HVAC Package A	21-9010-0-0000-8500-6280-014-945	9,598.00
241395	NINYO & MOORE GEOTECHNICAL AND	Materials Testing and Special Inspection Services for HVAC Package A	21-9010-0-0000-8500-6280-025-945	11,800.00
241395	NINYO & MOORE GEOTECHNICAL AND	Materials Testing and Special Inspection Services for HVAC Package A	21-9010-0-0000-8500-6280-032-945	3,771.00
241376	OFFICE DEPOT INC.	OPEN PO Bond Office Supplies	21-9010-0-0000-8500-4320-098-902	5,000.00
241428	PROTECH	Hazmat Survey for HVAC Package A	21-9010-0-0000-8500-6273-009-945	4,825.00
241428	PROTECH	Hazmat Survey for HVAC Package A	21-9010-0-0000-8500-6273-010-945	4,823.00
241428	PROTECH	Hazmat Survey for HVAC Package A	21-9010-0-0000-8500-6273-014-945	4,995.00
241428	PROTECH	Hazmat Survey for HVAC Package A	21-9010-0-0000-8500-6273-025-945	5,315.00
241428	PROTECH	Hazmat Survey for HVAC Package A	21-9010-0-0000-8500-6273-032-945	4,995.00
241453	ROZZI'S REPRODUCTION & SUPPLY	Bond Document Solutions-Open PO	21-9010-0-0000-8500-6260-098-902	2,000.00
	TOTAL FUND 21			**329,241.39**
241450	ARBORTECH TREE CARE INC	Tree Removal	40-9010-0-0000-8110-5899-006-741	3,600.00
241346	DAN'S DRILLING & FENCING INC.	Dan's Drilling & Fencing-Los Cerritos	40-9010-0-0000-8500-6170-007-964	1,360.00
241347	DAN'S DRILLING & FENCING INC.	Dan's Drilling & Fencing-Skyline	40-9010-0-0000-8500-6170-012-964	2,825.00
241479	DSA OAKLAND REGIONAL OFFICE	DSA Application #01-121228	40-9010-0-0000-8500-6230-032-926	32,700.00
	TOTAL FUND 40			**40,485.00**
	TOTAL # OF PURCHASE ORDERS:	**247**	**TOTAL P.O. AMOUNT**	**2,060,107.56**
PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	$ 1,608,508.95		
11	ADULT EDUCATION FUND			
12	CHILD DEVELOPMENT FUND	$ 24,422.12		
13	FOOD SERVICE	$ 1,175.10		
14	DEFERRED MAINTENANCE	$ 56,275.00		
21	BOND	$ 329,241.39		
25	CAPITAL FACILITIES			
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	$ 40,485.00		
73	FOUNDATION TRUST FUND			
	TOTAL PURCHASE ORDERS	**$ 2,060,107.56**		
CHANGE ORDERS:				
240148	CALIFORNIA SPORT DESIGN	Open P.O. - PE Uniforms	01-9219-0-1230-1000-4320-032-356	7,756.79
240548	GEARY PACIFIC CORPORATION	Open P.O - Electric Fan Timers/Portables	01-8150-0-0000-8110-4320-090-741	10,000.00
240092	J.W. PEPPER & SON INC	Music Supplies	01-0000-0-1110-1000-4320-032-322	200.00
240583	OCCUPATIONAL HEALTH CENTERS	TB and Hep B Vaccinations SY 2023-2024	01-0000-0-0000-7400-5899-090-715	2,500.00
240545	ROBERT HALF TECHNOLOGY	Robert Half for HR staffing (receptionist), Robert Half for HR Staffing	01-0000-0-0000-7490-5899-090-716	43,000.00
240075	ROYAL PIN DONUTS	Royal Pin Open PO 23-24	01-0000-0-1110-1000-4322-090-762	2,000.00

P.O.	Vendor	Description	Account	Amount
240173	SILICON VALLEY	Football Officials Fee	01-0000-0-1110-1000-5899-032-322	1,440.00
241114	SILICON VALLEY	Officials Fee for Volleyball	01-0000-0-1110-1000-5899-032-322	1,000.00
241262	YOUR PARTY RENTAL COMPANY	Tables/Chair Rental for 11/1/23 Staff PD	01-0000-0-0000-2140-5600-090-762	793.75
240281	DAYLIGHT FOODS INC	Food Products	13-5310-0-0000-3700-4700-090-820	50,000.00
240514	SYSCO FOOD SERVICES OF SAN FRA	Food and Supplies	13-5310-0-0000-3700-4340-090-820	2,000.00
240514	SYSCO FOOD SERVICES OF SAN FRA	Food and Supplies	13-5310-0-0000-3700-4700-090-820	61,000.00
241124	NINYO & MOORE GEOTECHNICAL AND	Geotechnical & Environmental Consultants	14-0000-0-0000-8500-6270-005-925	4,309.50
240294	RAPOSO ENGINEERING INC	Hillside Parking and Drop-Off Project	14-0000-0-0000-8500-6270-005-925	64,724.96
240821	CUMISKEY CONSTRUCTION	Toilet Pod Repairs @ AL, MV, Skyline	40-9010-0-0000-8500-6270-009-954	81,799.41
240821	CUMISKEY CONSTRUCTION	Toilet Pod Repairs @ AL, MV, Skyline	40-9010-0-0000-8500-6270-012-954	81,799.39
240821	CUMISKEY CONSTRUCTION	Toilet Pod Repairs @ AL, MV, Skyline	40-9010-0-0000-8500-6270-021-954	81,799.39
	TOTAL CHANGE ORDERS			**496,123.19**

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: December 14, 2023

RE: Warrant Register – October 1 - October 31, 2023

BACKGROUND:

The attached report lists all the Warrants issued by the District from October 1 - October 31, 2023. For the period listed above the Warrants total $5,694,378.30 across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of October 1 - October 31, 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

OCTOBER 1 TO OCTOBER 31, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
360 DEGREE CUSTOMER INC	10/24/2023	891224	PO240794	01	6500	0	5760	1190	5899	090	245	15245	5,356.00
360 DEGREE CUSTOMER INC Total													5,356.00
A.S.F. ELECTRIC INC.	10/10/2023	888168	PO241371	01	8150	0	0000	8110	5899	014	741	2740	490.00
A.S.F. ELECTRIC INC. Total													490.00
ACACIA GLASS CORP	10/05/2023	887302	PO240571	01	8150	0	0000	8110	4320	090	741	1129	130.32
ACACIA GLASS CORP Total													130.32
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5820	090	230	32395	2,261.00
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5820	090	230	32394	2,142.00
ACHIEVE KIDS	10/31/2023	893976	PO240791	01	6500	0	5760	1180	5820	090	230	32390	1,547.00
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5870	090	230	32395	2,784.50
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5870	090	230	32394	2,853.50
ACHIEVE KIDS	10/31/2023	893976	PO240791	01	6500	0	5760	1180	5870	090	230	32390	1,703.00
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5880	090	230	32395	7,334.00
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5880	090	230	32394	6,948.00
ACHIEVE KIDS	10/31/2023	893976	PO240791	01	6500	0	5760	1180	5880	090	230	32390	5,018.00
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5899	090	230	32395	190.00
ACHIEVE KIDS	10/26/2023	893176	PO240791	01	6500	0	5760	1180	5899	090	230	32394	180.00
ACHIEVE KIDS	10/31/2023	893976	PO240791	01	6500	0	5760	1180	5899	090	230	32390	130.00
ACHIEVE KIDS Total													33,091.00
ADAM-HILL COMPANY, THE	10/03/2023	886200	PO240556	01	8150	0	0000	8110	4320	090	741	30088101	68.39
ADAM-HILL COMPANY, THE	10/26/2023	893187	PO240556	01	8150	0	0000	8110	4320	090	741	30088695	453.00
ADAM-HILL COMPANY, THE	10/31/2023	894018	PO240556	01	8150	0	0000	8110	4320	090	741	30088841	812.62
ADAM-HILL COMPANY, THE Total													1,334.01
ADROIT ADVANCED	10/19/2023	890315	PO240797	01	0000	0	5760	3600	5820	090	781	47489	20,276.25
ADROIT ADVANCED	10/26/2023	893177	PO240797	01	0000	0	5760	3600	5820	090	781	47674	105,764.60
ADROIT ADVANCED Total													126,040.85
ADVANCED CHEMICAL TRANSPORT	10/24/2023	891183	PO240812	01	8150	0	0000	8110	5860	090	741	519309	7,325.61
ADVANCED CHEMICAL TRANSPORT	10/24/2023	891183	PO240812	01	8150	0	0000	8110	5860	090	741	519263	2,916.40
ADVANCED CHEMICAL TRANSPORT	10/24/2023	891183	PO240812	01	8150	0	0000	8110	5860	090	741	519354	593.29
ADVANCED CHEMICAL TRANSPORT	10/24/2023	891183	PO240812	01	8150	0	0000	8110	5860	090	741	519407	9,038.48
ADVANCED CHEMICAL TRANSPORT	10/24/2023	891183	PO240812	01	8150	0	0000	8110	5860	090	741	519398	5,889.23
ADVANCED CHEMICAL TRANSPORT Total													25,763.01
ADVANCED INTEGRATED PEST MGMT	10/05/2023	887328	PO240388	01	0000	0	0000	8200	5807	090	760	156978	5,074.00
ADVANCED INTEGRATED PEST MGMT Total													5,074.00
AG PARTS WORLDWIDE INC	10/12/2023	888703	PO240094	01	0000	0	0000	2424	4320	090	735	065064	1,648.13
AG PARTS WORLDWIDE INC Total													1,648.13
AIR TUTORS LLC	10/24/2023	891227	PO240479	01	3305	0	5760	1110	5813	090	245	SSF 0904-7	7,375.00
AIR TUTORS LLC Total													7,375.00
AIRGAS USA LLC	10/03/2023	886215	PO240396	01	8150	0	0000	8110	4320	090	741	9142073211	341.71
AIRGAS USA LLC	10/03/2023	886220	PO240396	01	8150	0	0000	8110	4320	090	741	9142026615	87.63

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AIRGAS USA LLC	10/05/2023	887293	PO240396	01	8150	0	0000	8110	4320	090	741	9142258528	342.66
AIRGAS USA LLC	10/05/2023	887329	PO240396	01	8150	0	0000	8110	4320	090	741	9142304009	79.20
AIRGAS USA LLC	10/17/2023	889673	PO240396	01	8150	0	0000	8110	4320	090	741	9142444563	33.70
AIRGAS USA LLC	10/31/2023	893984	PO240396	01	8150	0	0000	8110	4320	090	741	9143052721	86.60
AIRGAS USA LLC Total													971.50
ALAMEDA ELECTRICAL	10/10/2023	888141	PO240554	01	8150	0	0000	8110	4320	090	741	S5667998.001	153.75
ALAMEDA ELECTRICAL Total													153.75
ALBERTSONS/SAFEWAY INC.	10/19/2023	890354	PO240161	01	0000	0	1110	1000	4320	032	070	669005-082223-0777	83.46
ALBERTSONS/SAFEWAY INC.	10/19/2023	890354	PO240161	01	0000	0	1110	1000	4320	032	070	430340-082923-0777	114.88
ALBERTSONS/SAFEWAY INC.	10/19/2023	890354	PO240161	01	0000	0	1110	1000	4320	032	070	808988-091923-0777	66.46
ALBERTSONS/SAFEWAY INC. Total													264.80
ALL CITY MANAGEMENT SVCS INC.	10/03/2023	886235	PO240073	01	0000	0	0000	7300	5899	090	717	87820	6,768.00
ALL CITY MANAGEMENT SVCS INC.	10/19/2023	890346	PO240073	01	0000	0	0000	7300	5899	090	717	88159	7,520.00
ALL CITY MANAGEMENT SVCS INC.	10/26/2023	893155	PO240073	01	0000	0	0000	7300	5899	090	717	88465	7,219.20
ALL CITY MANAGEMENT SVCS INC. Total													21,507.20
ALPHA ENTERPRISE CORP.	10/19/2023	890313	PO240290	01	8150	0	0000	8110	5600	090	741	56915	794.95
ALPHA ENTERPRISE CORP.	10/19/2023	890313	PO240290	01	8150	0	0000	8110	5600	090	741	56916	905.62
ALPHA ENTERPRISE CORP. Total													1,700.57
ALTA TECHNOLOGIES INC.	10/26/2023	893185	PO241498	01	0000	0	0000	2424	4320	090	735	438932	173.49
ALTA TECHNOLOGIES INC. Total													173.49
AMAZON CAPITAL SERVICES	10/03/2023	886216	PO241206	01	0000	0	1110	1000	4200	033	070	13WV-X3RG-4RFX	384.67
AMAZON CAPITAL SERVICES	10/10/2023	888130	PO241288	01	0000	0	1110	1000	4200	090	177	17PX-NKFV-QPY7	39.49
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO241137	01	3182	0	1110	1000	4200	031	387	1QV7-VMRD-CRDJ	271.81
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO241137	01	3182	0	1110	1000	4200	031	387	13W3-4KDK-4HRC	407.29
AMAZON CAPITAL SERVICES	10/24/2023	891257	PO241403	01	0801	0	1110	1000	4200	002	123	1KY4-KMFQ-KMW3	58.84
AMAZON CAPITAL SERVICES	10/24/2023	891217	PO241426	01	0801	0	1110	1000	4200	090	123	1K7D-X44F-4TJL	111.84
AMAZON CAPITAL SERVICES	10/26/2023	893130	PO241153	01	0000	0	1110	1000	4200	090	177	13W3-4KDK-3VTV	74.61
AMAZON CAPITAL SERVICES	10/26/2023	893130	PO241218	01	0000	0	1110	1000	4200	090	177	14V4-79WW-4QP9	71.50
AMAZON CAPITAL SERVICES	10/26/2023	893130	PO241274	01	0000	0	1110	1000	4200	090	177	1HXW-4NJX-4GNG	44.99
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241455	01	0000	0	1110	1000	4200	090	170	14MQ-4QFY-67K3	96.64
AMAZON CAPITAL SERVICES	10/31/2023	894019	PO241468	01	3182	0	1110	1000	4200	031	387	1739-9R6K-46GM	13.51
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241484	01	0000	0	1110	1000	4200	033	070	137L-43PH-44F7	137.09
AMAZON CAPITAL SERVICES	10/03/2023	886228	PO240979	01	0000	0	1110	1000	4320	033	070	1FLX-JWXN-MYQQ	54.31
AMAZON CAPITAL SERVICES	10/03/2023	886228	PO240979	01	0000	0	1110	1000	4320	033	070	1W79-M4X6-6KP7	83.48
AMAZON CAPITAL SERVICES	10/03/2023	886239	PO241129	01	0000	0	0000	7110	4320	090	713	1PLT-N49D-4DG6	55.15
AMAZON CAPITAL SERVICES	10/03/2023	886239	PO241129	01	0000	0	0000	7150	4320	090	714	1PLT-N49D-4DG6	44.69
AMAZON CAPITAL SERVICES	10/03/2023	886268	PO241173	01	9215	0	1110	1000	4320	032	356	1LDH-Y6Q9-WQDN	1,943.82
AMAZON CAPITAL SERVICES	10/03/2023	886268	PO241173	01	0000	0	1110	1000	4320	032	070	1LDH-Y6Q9-WQDN	31.72
AMAZON CAPITAL SERVICES	10/03/2023	886239	PO241196	01	3010	0	1110	1000	4320	008	301	19MK-VV14-4T1K	26.36
AMAZON CAPITAL SERVICES	10/03/2023	886239	PO241196	01	3010	0	1110	1000	4320	008	301	13DL-N3DR-4JTX	79.05

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AMAZON CAPITAL SERVICES	10/03/2023	886239	PO241246	01	0000	0	1110	1000	4320	008	070	197V-HRLJ-63CP	27.02
AMAZON CAPITAL SERVICES	10/03/2023	886264	PO241273	01	9010	0	1110	1000	4320	010	356	1F7V-FDJ7-4JLQ	226.27
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO240977	01	0000	0	1110	1000	4320	006	070	16CK-6MRW-M1GP	828.15
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO240977	01	0000	0	1110	1000	4320	006	070	19WX-FQJN-4Y9N	23.55
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO241094	01	0000	0	1110	1000	4320	006	070	13HW-TWYT-64D4	152.90
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO241094	01	0000	0	1110	1000	4320	006	070	19CG-6K6M-FFYG	15.37
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241162	01	8150	0	0000	8110	4320	090	741	1VRK-XMQT-4XRT	66.88
AMAZON CAPITAL SERVICES	10/10/2023	888150	PO241178	01	3182	0	1110	1000	4320	031	387	1L67-J9MY-644C	14.27
AMAZON CAPITAL SERVICES	10/10/2023	888150	PO241178	01	3182	0	1110	1000	4320	031	387	1NC1-WQL1-44CK	1,076.71
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241282	01	3010	0	1110	1000	4320	008	301	13TC-W7PK-R1XV	88.98
AMAZON CAPITAL SERVICES	10/10/2023	888130	PO241289	01	6300	0	1110	1000	4320	090	307	1HVV-3JLY-RKVP	114.52
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO241292	01	0000	0	1110	1000	4320	033	070	1T7Y-JW1T-Q6ML	42.55
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO241300	01	0000	0	0000	2424	4320	090	735	17JR-7TRF-R3MG	18.70
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241301	01	3010	0	1110	1000	4320	008	301	1HY6-6W7Y-QMFG	114.23
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241301	01	0000	0	1110	1000	4320	008	070	1HY6-6W7Y-QMFG	59.21
AMAZON CAPITAL SERVICES	10/10/2023	888162	PO241302	01	0000	0	1110	1000	4320	033	070	14HG-HCFG-QXM1	3,105.10
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241304	01	0000	0	1110	1000	4320	032	070	1D1K-RMJF-QV1L	77.29
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241317	01	3010	0	1110	1000	4320	008	301	1YKQ-HXNF-QDY9	106.54
AMAZON CAPITAL SERVICES	10/10/2023	888166	PO241330	01	0000	0	0000	7150	4320	090	714	19YT-MG63-Q1V1	16.45
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO240928	01	0000	0	1110	1000	4320	021	322	13NF-6Q4G-3KDP	616.85
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO240928	01	0000	0	1110	1000	4320	021	322	1YKK-H4VY-MQKY	1,183.34
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO240928	01	0000	0	1110	1000	4320	021	322	1HLH-CYR1-67LK	24.71
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO240928	01	0000	0	1110	1000	4320	021	322	1CMG-GTJP-FLDC	12.50
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO241266	01	0801	0	1110	1000	4320	013	180	1YCF-JYD7-4MV6	213.76
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO241266	01	0000	0	0000	2700	4320	013	070	1YCF-JYD7-4MV6	138.40
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO241266	01	0801	0	1110	1000	4320	013	123	1YCF-JYD7-4MV6	760.75
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO241266	01	0801	0	1110	1000	4320	013	180	1W1K-PHF3-R3KK	44.44
AMAZON CAPITAL SERVICES	10/12/2023	888751	PO241266	01	0000	0	0000	2700	4320	013	070	1W1K-PHF3-R3KK	13.16
AMAZON CAPITAL SERVICES	10/12/2023	888704	PO241333	01	0000	0	1110	1000	4320	090	177	1HVV-3JLY-RNFM	63.76
AMAZON CAPITAL SERVICES	10/17/2023	889703	PO240578	01	0000	0	1110	1000	4320	032	070	1NVT-K1V4-69TY	88.98
AMAZON CAPITAL SERVICES	10/17/2023	889650	PO241226	01	6387	0	3800	1000	4320	032	CIG	1T3V-MFQK-4CLC	4,582.22
AMAZON CAPITAL SERVICES	10/19/2023	890355	PO240327	01	9010	0	5001	3900	4320	090	350	1YD7-7JDD-GJP3	4,122.64
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO240474	01	9010	0	5001	3900	4320	090	350	1X1N-GWPX-69HC	15.11
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO240474	01	9010	0	5001	3900	4320	090	350	1KHW-YKVP-GTYJ	464.21
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO240523	01	0000	0	1110	1000	4320	032	070	1CFN-LCTY-6JCD	54.92
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO240523	01	0000	0	1110	1000	4320	032	070	1JWL-GVRN-6L1P	46.18
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO241137	01	3182	0	1110	1000	4320	031	387	1QV7-VMRD-CRDJ	83.92
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO241137	01	3182	0	1110	1000	4320	031	387	13W3-4KDK-4HRC	200.26
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO241189	01	6300	0	1110	1000	4320	090	307	1NC1-WQL1-4CJX	101.48
AMAZON CAPITAL SERVICES	10/19/2023	890344	PO241200	01	6500	0	5760	1190	4320	090	245	1V4P-9HGW-4CGQ	308.36

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AMAZON CAPITAL SERVICES	10/19/2023	890355	PO241203	01	6500	0	5760	1190	4320	090	245	1T6L-V494-4HHQ	37.17
AMAZON CAPITAL SERVICES	10/19/2023	890323	PO241207	01	0000	0	1110	1000	4320	033	070	1YRD-MC7Q-4CRR	41.24
AMAZON CAPITAL SERVICES	10/19/2023	890316	PO241234	01	0000	0	1201	1000	4320	033	070	1HXW-4NJX-4X9Q	112.08
AMAZON CAPITAL SERVICES	10/19/2023	890347	PO241298	01	0000	0	1110	1000	4320	010	070	13WX-6FNX-H1GW	393.65
AMAZON CAPITAL SERVICES	10/19/2023	890355	PO241303	01	0000	0	1110	1000	4320	032	070	1V9X-V3XF-JDF1	166.59
AMAZON CAPITAL SERVICES	10/19/2023	890316	PO241332	01	0000	0	0000	2424	4320	090	735	14JX-1C4Y-J9LJ	251.56
AMAZON CAPITAL SERVICES	10/19/2023	890316	PO241333	01	0000	0	1110	1000	4320	090	177	11VV-N431-6F74	5.37
AMAZON CAPITAL SERVICES	10/19/2023	890316	PO241334	01	0000	0	1110	1000	4320	006	070	1W1K-PHF3-R774	180.45
AMAZON CAPITAL SERVICES	10/19/2023	890316	PO241334	01	0000	0	1110	1000	4320	006	070	19LR-JNJQ-KV4Q	97.18
AMAZON CAPITAL SERVICES	10/19/2023	890355	PO241368	01	9219	0	1208	1000	4320	032	356	1N14-G7DM-JVP4	559.74
AMAZON CAPITAL SERVICES	10/19/2023	890355	PO241369	01	0000	0	1110	1000	4320	033	070	17YD-NXQH-L6YD	257.80
AMAZON CAPITAL SERVICES	10/19/2023	890316	PO241373	01	0000	0	1110	1000	4320	090	762	1WXL-1WXF-KTJW	81.29
AMAZON CAPITAL SERVICES	10/19/2023	890355	PO241386	01	0000	0	0000	2424	4320	090	735	16VF-VY69-HP6Y	116.78
AMAZON CAPITAL SERVICES	10/19/2023	890355	PO241392	01	0000	0	0000	2100	4320	090	762	1JYM-D7FK-JVN3	117.50
AMAZON CAPITAL SERVICES	10/24/2023	891193	PO240950	01	9010	0	5001	3150	4320	090	350	19F3-CW3K-N4XW	99.29
AMAZON CAPITAL SERVICES	10/24/2023	891248	PO241322	01	3010	0	1110	1000	4320	008	301	1MLP-X3X6-R3GG	55.50
AMAZON CAPITAL SERVICES	10/24/2023	891257	PO241336	01	0000	0	0000	2100	4320	090	762	16GT-Q4GY-QKDL	99.72
AMAZON CAPITAL SERVICES	10/24/2023	891257	PO241403	01	9010	0	1110	1000	4320	002	356	1KY4-KMFQ-KMW3	16.36
AMAZON CAPITAL SERVICES	10/24/2023	891217	PO241425	01	0801	0	1110	1000	4320	012	180	1T9L-WCQW-JGMG	1,180.46
AMAZON CAPITAL SERVICES	10/24/2023	891217	PO241425	01	0801	0	1110	1000	4320	012	180	1H6J-F47N-6DD3	45.00
AMAZON CAPITAL SERVICES	10/24/2023	891189	PO241431	01	3010	0	1110	1000	4320	008	301	16VF-VY69-HRXC	45.04
AMAZON CAPITAL SERVICES	10/26/2023	893125	PO240041	01	0000	0	0000	7400	4320	090	715	1V63-6VV9-TLF3	149.00
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	3010	0	0000	2495	4320	022	301	1WM9-L4XD-LCKX	(26.34)
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	0801	0	1110	1000	4320	022	180	1WM9-L4XD-LCKX	(26.35)
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	3010	0	0000	2495	4320	022	301	1HHQ-JC1D-4MF7	136.52
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	0801	0	1110	1000	4320	022	180	1HHQ-JC1D-4MF7	136.52
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	3010	0	0000	2495	4320	022	301	1D6W-JDGN-R3JK	9.00
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	0801	0	1110	1000	4320	022	180	1D6W-JDGN-R3JK	9.01
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	3010	0	0000	2495	4320	022	301	1CXM-D7V7-47JN	83.68
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241187	01	0801	0	1110	1000	4320	022	180	1CXM-D7V7-47JN	83.68
AMAZON CAPITAL SERVICES	10/26/2023	893149	PO241387	01	0000	0	1110	1000	4320	022	070	1NFQ-76FY-L61P	1,186.56
AMAZON CAPITAL SERVICES	10/26/2023	893148	PO241430	01	3010	0	1110	1000	4320	008	301	1NYH-PRPW-69RN	153.72
AMAZON CAPITAL SERVICES	10/31/2023	894019	PO240885	01	8150	0	0000	8110	4320	090	741	199K-LQ6H-3NGX	911.37
AMAZON CAPITAL SERVICES	10/31/2023	894013	PO241054	01	0000	0	1110	1000	4320	033	070	1P1J-LKGF-4GVX	17.11
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241073	01	0000	0	1110	1000	4320	033	070	1XQG-16LR-4R3C	207.82
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241167	01	0000	0	1110	1000	4320	033	070	16TD-GDPP-44WV	92.05
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241436	01	0000	0	1110	1000	4320	010	070	16CM-LKC4-4LPK	40.62
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241456	01	0000	0	0000	2424	4320	090	735	14MQ-4QFY-61VL	763.00
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241464	01	0000	0	0000	2100	4320	090	762	14MQ-4QFY-46XF	1,411.60
AMAZON CAPITAL SERVICES	10/31/2023	894019	PO241468	01	3182	0	1110	1000	4320	031	387	1739-9R6K-46GM	702.74

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AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241472	01	0000	0	0000	2100	4320	090	762	1DCW-C7HP-449K	54.88
AMAZON CAPITAL SERVICES	10/31/2023	894013	PO241481	01	8150	0	0000	8110	4320	090	741	19GF-9T3N-4NQL	129.43
AMAZON CAPITAL SERVICES	10/31/2023	893983	PO241486	01	0000	0	1202	1000	4320	033	322	1911-QJCX-49FH	578.14
AMAZON CAPITAL SERVICES	10/31/2023	894013	PO241492	01	0000	0	0000	2424	4320	090	735	1GNT-VCLH-4DND	55.76
AMAZON CAPITAL SERVICES	10/17/2023	889650	PO241226	01	6387	0	3800	1000	4420	032	CIG	1T3V-MFQK-4CLC	3,248.87
AMAZON CAPITAL SERVICES	10/17/2023	889650	PO241226	01	6387	0	3800	1000	4420	032	CIG	1TFC-KF4K-RMY7	(1,425.58)
AMAZON CAPITAL SERVICES Total													35,988.08
AMERICAN FIDELITY	10/24/2023	891190	PO240351	01	0000	0	0000	7350	5899	090	717	66844	1,420.30
AMERICAN FIDELITY Total													1,420.30
AMS.NET INC	10/03/2023	886201	PO241210	01	0000	0	0000	2424	5899	090	735	INVOICE-0070445	5,000.00
AMS.NET INC Total													5,000.00
ANDRE-BOUDIN BAKERIES INC.	10/17/2023	889676	PO240809	01	0000	0	0000	2700	4322	090	762	1549185	121.84
ANDRE-BOUDIN BAKERIES INC. Total													121.84
ANTHONY, AMANDA	10/24/2023	891251	PV240310	01	0000	0	0000	7110	5210	090	713	CSBA CONF. AUG23	49.39
ANTHONY, AMANDA	10/24/2023	891251	PV240311	01	0000	0	0000	7110	5210	090	713	CSBA CONF SEP23	49.39
ANTHONY, AMANDA Total													98.78
APERTURE MEDIA & DESIGN LLC	10/24/2023	891194	PO241449	01	3550	0	3800	1000	5899	090	333	1749	11,475.00
APERTURE MEDIA & DESIGN LLC Total													11,475.00
APPLE INC	10/05/2023	887292	PO241222	01	0000	0	0000	2424	4320	090	735	MA24709074	1,920.07
APPLE INC	10/10/2023	888139	PO241245	01	0000	0	0000	2424	4320	090	735	MA25676280	835.06
APPLE INC	10/12/2023	888713	PO241366	01	9010	0	1110	1000	4320	010	356	MA28493106	1,349.00
APPLE INC	10/19/2023	890314	PO240802	01	0000	0	0000	2424	4320	090	735	MA13595531	1,274.56
APPLE INC	10/19/2023	890314	PO240883	01	0000	0	1110	1000	4320	010	070	MA14881375	1,878.86
APPLE INC	10/24/2023	891195	PO241123	01	0000	0	1110	1000	4320	002	070	MA19144149	1,927.14
APPLE INC	10/17/2023	889688	PO241169	01	0801	0	1110	1000	4420	013	123	MA22066671	1,338.55
APPLE INC	10/17/2023	889688	PO241169	01	0801	0	1110	1000	4420	013	123	MA22036191	1,338.55
APPLE INC	10/19/2023	890314	PO240059	01	6387	0	3800	1000	4420	090	CIG	MA08309012	603.21
APPLE INC Total													12,465.00
ARCILLA-GONZALEZ, JENNY	10/31/2023	894003	PV240369	01	3010	0	1110	1000	4320	007	301	AUG23 SUPPLIES	178.44
ARCILLA-GONZALEZ, JENNY Total													178.44
ARISE EDUCATIONAL CENTER	10/26/2023	893178	PO240790	01	6500	0	5760	1180	5820	090	230	907	2,774.00
ARISE EDUCATIONAL CENTER	10/26/2023	893178	PO240790	01	6500	0	5760	1180	5870	090	230	907	4,602.58
ARISE EDUCATIONAL CENTER	10/26/2023	893178	PO240790	01	6500	0	5760	1180	5880	090	230	907	4,491.79
ARISE EDUCATIONAL CENTER	10/26/2023	893178	PO240790	01	6500	0	5760	1180	5899	090	230	907	160.93
ARISE EDUCATIONAL CENTER Total													12,029.30
ARISE INSTITUTE/RESEARCH	10/10/2023	888152	PO240790	01	6500	0	5760	1180	5820	090	230	892	2,610.00
ARISE INSTITUTE/RESEARCH	10/10/2023	888152	PO240790	01	6500	0	5760	1180	5870	090	230	892	3,517.49
ARISE INSTITUTE/RESEARCH	10/10/2023	888152	PO240790	01	6500	0	5760	1180	5880	090	230	892	4,255.38
ARISE INSTITUTE/RESEARCH	10/10/2023	888152	PO240790	01	6500	0	5760	1180	5899	090	230	892	152.46
ARISE INSTITUTE/RESEARCH Total													10,535.33

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ARMOUR PETROLEUM SERVICE &	10/24/2023	891185	PO240490	01	8150	0	0000	8110	5600	090	741	WO-25703	195.00
ARMOUR PETROLEUM SERVICE & Total													195.00
AT&T	10/05/2023	887348	PO240350	01	0000	0	0000	7200	5910	090	760	34701763 SEP23	14,672.54
AT&T	10/05/2023	887348	PO240350	01	6500	0	5760	2700	5910	090	245	34701763 SEP23	70.92
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	234 341-0882 686 2 OCT23	334.37
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-2596 271 5OCT23	287.91
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-0063 609 4OCT23	54.95
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-2495 285 6OCT23	3,324.75
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5989 547 5OCT23	1,003.11
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-0139 137 5OCT23	287.91
AT&T	10/26/2023	893131	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5507 597 3OCT23	2,429.00
AT&T	10/31/2023	894036	PO240350	01	0000	0	0000	7200	5910	090	760	34701763 OCT23	18,500.69
AT&T	10/31/2023	894036	PO240350	01	6500	0	5760	2700	5910	090	245	34701763 OCT23	74.76
AT&T Total													41,040.91
ATTAINMENT CO. INC	10/24/2023	891191	PO240893	01	0000	0	1237	1000	4320	033	070	370662A	2,155.75
ATTAINMENT CO. INC	10/24/2023	891191	PO240893	01	0000	0	1237	1000	4320	033	070	3706622A-1	98.10
ATTAINMENT CO. INC Total													2,253.85
ATTUNED EDUCATION PARTNERS LLC	10/03/2023	886221	PO241253	01	0000	0	0000	7150	5899	090	712	172	105,020.00
ATTUNED EDUCATION PARTNERS LLC Total													105,020.00
AUTO EXPRESS TOWING & RECOVERY	10/12/2023	888743	PO240460	01	0000	0	0000	8200	5600	090	760	23-61152	590.00
AUTO EXPRESS TOWING & RECOVERY Total													590.00
AVALON ACADEMY, THE	10/26/2023	893179	PO240897	01	6500	0	5760	1180	5870	090	230	5741	10,286.75
AVALON ACADEMY, THE	10/26/2023	893179	PO240897	01	6500	0	5760	1180	5870	090	230	5742	7,952.50
AVALON ACADEMY, THE	10/26/2023	893179	PO240897	01	6500	0	5760	1180	5870	090	230	5743	5,209.00
AVALON ACADEMY, THE	10/26/2023	893179	PO240897	01	6500	0	5760	1180	5880	090	230	5741	5,598.00
AVALON ACADEMY, THE	10/26/2023	893179	PO240897	01	6500	0	5760	1180	5880	090	230	5742	5,598.00
AVALON ACADEMY, THE	10/26/2023	893179	PO240897	01	6500	0	5760	1180	5880	090	230	5743	5,598.00
AVALON ACADEMY, THE Total													40,242.25
AVID TRANSLATION	10/17/2023	889680	PO240612	01	6500	0	5760	1190	5899	090	245	5435	455.82
AVID TRANSLATION	10/19/2023	890317	PO240612	01	6500	0	5760	1190	5899	090	245	5434	445.28
AVID TRANSLATION	10/26/2023	893147	PO240612	01	6500	0	5760	1190	5899	090	245	5455	110.00
AVID TRANSLATION	10/26/2023	893139	PO241108	01	0801	0	0000	3900	5899	006	123	5393	165.00
AVID TRANSLATION Total													1,176.10
B & H PHOTO-VIDEO INC	10/19/2023	890345	PO241355	01	6387	0	3800	1000	4320	032	CIG	217426032	153.72
B & H PHOTO-VIDEO INC	10/24/2023	891258	PO241020	01	6387	0	3800	1000	4320	032	CIG	217657411	(98.89)
B & H PHOTO-VIDEO INC	10/24/2023	891258	PO241355	01	6387	0	3800	1000	4320	032	CIG	217403585	450.43
B & H PHOTO-VIDEO INC	10/26/2023	893156	PO240989	01	3550	0	3800	1000	4320	033	333	216190280	3,947.05
B & H PHOTO-VIDEO INC	10/19/2023	890345	PO241355	01	6387	0	3800	1000	4420	032	CIG	217426032	4,828.99
B & H PHOTO-VIDEO INC	10/26/2023	893156	PO240989	01	3550	0	3800	1000	4420	033	333	216190280	5,061.36
B & H PHOTO-VIDEO INC Total													14,342.66

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BATTERY SYSTEMS INC	10/12/2023	888744	PO240289	01	8150	0	0000	8110	4320	090	741	32512309290901	160.00
BATTERY SYSTEMS INC Total													160.00
BAY AREA COMPUTER REPAIRS	10/19/2023	890356	PO240228	01	0000	0	0000	2424	5899	090	735	444	70.00
BAY AREA COMPUTER REPAIRS Total													70.00
BEACON SCHOOL	10/19/2023	890357	PO241001	01	6546	0	5760	3120	5870	090	245	027020-12 SEP23	45,000.37
BEACON SCHOOL Total													45,000.37
BEAS, FRANCISCO	10/26/2023	893146	PV240354	01	0000	0	0000	0000	9589	000		REISSUE P/R CHK 262486	1,598.29
BEAS, FRANCISCO Total													1,598.29
BENEDETTI, CYNTHIA	10/19/2023	890321	PV240279	01	0000	0	0000	7600	3702	090	810	CLASSIFIED 2ND QTR FY 23-24	177.00
BENEDETTI, CYNTHIA Total													177.00
BENSON, ALINA	10/17/2023	889677	PV240272	01	3213	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	22.80
BENSON, ALINA Total													22.80
BLICK ART MATERIALS	10/26/2023	893188	PO240146	01	0000	0	1110	1000	4320	032	070	1728548	6.87
BLICK ART MATERIALS	10/31/2023	893977	PO240146	01	0000	0	1110	1000	4320	032	070	1691899	94.38
BLICK ART MATERIALS	10/31/2023	894020	PO241341	01	0801	0	1110	1000	4320	025	180	1623070	77.88
BLICK ART MATERIALS Total													179.13
BLUE LINE TRANSFER	10/12/2023	888714	PO240408	01	0000	0	0000	8200	5540	090	760	0001366630	6,013.94
BLUE LINE TRANSFER Total													6,013.94
BODWIN, DIANE LITLE	10/17/2023	889674	PO241172	01	0000	0	0000	2424	5801	090	762	SEPTEMBER 2023	569.70
BODWIN, DIANE LITLE Total													569.70
BOYD, AARON	10/03/2023	886256	PV240222	01	0000	0	1203	1000	4320	033	322	GIRLS TENNIS SEP23	110.91
BOYD, AARON	10/03/2023	886256	PV240223	01	0000	0	1110	1000	4320	033	070	GRL VOLLEYBALL SEP23	107.67
BOYD, AARON	10/03/2023	886256	PV240224	01	0000	0	1203	1000	4320	033	322	GIRLS GOLF SEP23	606.00
BOYD, AARON	10/17/2023	889664	PV240254	01	0000	0	1202	1000	4320	033	322	CC PROMO CRDS OCT23	54.92
BOYD, AARON Total													879.50
BRIANO, JAMES	10/17/2023	889654	PV240248	01	9206	0	1110	1000	4322	032	356	AUG/SEP23 PETTY/CASH	54.66
BRIANO, JAMES	10/17/2023	889654	PV240248	01	9206	0	1110	1000	5899	032	356	AUG/SEP23 PETTY/CASH	300.00
BRIANO, JAMES	10/17/2023	889654	PV240248	01	9206	0	1110	1000	5899	032	356	AUG/SEP23 PETTY/CASH	350.00
BRIANO, JAMES	10/17/2023	889654	PV240248	01	9206	0	1110	1000	5899	032	356	AUG/SEP23 PETTY/CASH	450.00
BRIANO, JAMES	10/17/2023	889654	PV240248	01	9206	0	1110	1000	5899	032	356	AUG/SEP23 PETTY/CASH	326.00
BRIANO, JAMES	10/17/2023	889654	PV240248	01	9206	0	1110	1000	5899	032	356	AUG/SEP23 PETTY/CASH	307.00
BRIANO, JAMES Total													1,787.66
BROADMOOR LANDSCAPE SUPPLY	10/05/2023	887330	PO240407	01	8150	0	0000	8110	4320	090	741	63191	95.65
BROADMOOR LANDSCAPE SUPPLY	10/05/2023	887330	PO240407	01	0000	0	0000	8200	4320	090	760	63191	95.65
BROADMOOR LANDSCAPE SUPPLY	10/10/2023	888140	PO240407	01	8150	0	0000	8110	4320	090	741	63297	181.30
BROADMOOR LANDSCAPE SUPPLY	10/10/2023	888140	PO240407	01	0000	0	0000	8200	4320	090	760	63297	181.29
BROADMOOR LANDSCAPE SUPPLY	10/10/2023	888140	PO240407	01	8150	0	0000	8110	4320	090	741	63365	178.00
BROADMOOR LANDSCAPE SUPPLY	10/10/2023	888140	PO240407	01	0000	0	0000	8200	4320	090	760	63365	178.00
BROADMOOR LANDSCAPE SUPPLY	10/10/2023	888140	PO240407	01	8150	0	0000	8110	4320	090	741	63476	55.97
BROADMOOR LANDSCAPE SUPPLY	10/10/2023	888140	PO240407	01	0000	0	0000	8200	4320	090	760	63476	55.97

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BROADMOOR LANDSCAPE SUPPLY	10/19/2023	890326	PO240407	01	8150	0	0000	8110	4320	090	741	63746	96.91
BROADMOOR LANDSCAPE SUPPLY	10/19/2023	890326	PO240407	01	0000	0	0000	8200	4320	090	760	63746	96.91
BROADMOOR LANDSCAPE SUPPLY	10/19/2023	890327	PO240407	01	8150	0	0000	8110	4320	090	741	63675	111.94
BROADMOOR LANDSCAPE SUPPLY	10/26/2023	893140	PO240407	01	8150	0	0000	8110	4320	090	741	63747	26.33
BROADMOOR LANDSCAPE SUPPLY	10/31/2023	893957	PO240407	01	8150	0	0000	8110	4320	090	741	63772	325.16
BROADMOOR LANDSCAPE SUPPLY Total													1,679.08
BROCKMEYER, JASON	10/12/2023	888723	PV240255	01	6266	0	1110	1000	5210	090	341	FERGUSON SEP23	673.32
BROCKMEYER, JASON Total													673.32
BRONSTEIN MUSIC	10/10/2023	888163	PO241349	01	0000	0	1110	1000	4320	025	322	50276	630.46
BRONSTEIN MUSIC Total													630.46
BSN SPORTS LLC	10/03/2023	886265	PO241051	01	0000	0	1202	1000	4320	033	322	921685076	691.41
BSN SPORTS LLC	10/05/2023	887294	PO241325	01	0000	0	1202	1000	4320	033	322	922811979	3,164.70
BSN SPORTS LLC Total													3,856.11
C.E.E.P.	10/24/2023	891218	PO241466	01	9020	0	3200	1000	5815	031	356	ROPES OCT23	500.00
C.E.E.P. Total													500.00
CALIFORNIA DEPARTMENT OF TAX	10/19/2023	890320	PV240278	01	0000	0	0000	0000	9580	000		020-300028 SEP23	9,626.98
CALIFORNIA DEPARTMENT OF TAX Total													9,626.98
CALIFORNIA INTERSCHOLASTIC FED	10/03/2023	886240	PO241290	01	0000	0	0000	3900	5300	090	323	CIFCCS-2416	1,035.76
CALIFORNIA INTERSCHOLASTIC FED	10/03/2023	886240	PO241290	01	0000	0	0000	3900	5300	090	323	CIFCCS-2239	1,122.00
CALIFORNIA INTERSCHOLASTIC FED Total													2,157.76
CALIFORNIA QUALITY	10/05/2023	887323	PO240577	01	8150	0	0000	8110	4320	090	741	0153463-IN	456.05
CALIFORNIA QUALITY Total													456.05
CALIFORNIA SPORT DESIGN	10/10/2023	888170	PO240148	01	9219	0	1230	1000	4320	032	356	71269	13,885.45
CALIFORNIA SPORT DESIGN	10/10/2023	888170	PO240148	01	9219	0	1230	1000	4320	032	356	71409	2,671.24
CALIFORNIA SPORT DESIGN Total													16,556.69
CALIFORNIA WATER SERVICE	10/24/2023	891236	PO240711	01	0000	0	0000	8200	5530	090	760	6907544444 SEP23	60,582.48
CALIFORNIA WATER SERVICE Total													60,582.48
CALPERS	10/19/2023	890361	PV240290	01	0000	0	0000	7600	3701	090	810	NOV23 1354490268	24,915.00
CALPERS	10/19/2023	890363	PV240292	01	0000	0	0000	7600	3701	090	810	NOV23 PREMIUMS	566.50
CALPERS	10/19/2023	890361	PV240290	01	0000	0	0000	7600	3702	090	810	NOV23 1354490268	36,523.25
CALPERS	10/19/2023	890361	PV240290	01	0000	0	0000	7340	5899	090	717	NOV23 1354490268	2,716.05
CALPERS	10/19/2023	890361	PV240290	01	0000	0	0000	7600	5899	090	810	NOV23 1354490268	510.67
CALPERS	10/19/2023	890363	PV240292	01	0000	0	0000	7600	5899	090	810	NOV23 PREMIUMS	1.81
CALPERS	10/19/2023	890361	PV240290	01	0000	0	0000	0000	9564	000		NOV23 1354490268	848,765.63
CALPERS Total													913,998.91
CAL-STEAM	10/05/2023	887331	PO240410	01	8150	0	0000	8110	4320	090	741	4593674	14.12
CAL-STEAM	10/17/2023	889675	PO240410	01	8150	0	0000	8110	4320	090	741	4594960	106.64
CAL-STEAM Total													120.76
CAM EDUCATIONAL SERVICES LLC	10/24/2023	891196	PO241166	01	2600	0	0000	8200	5899	090	358	SSFU-0004	99,458.00
CAM EDUCATIONAL SERVICES LLC Total													99,458.00

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CARDONA, JOANNE	10/26/2023	893151	PV240355	01	6500	0	5760	2490	5820	090	245	JUL23 MILEAGE	22.40
CARDONA, JOANNE	10/26/2023	893151	PV240357	01	6500	0	5760	2490	5820	090	245	SEP23 MILEAGE	47.29
CARDONA, JOANNE	10/31/2023	893971	PV240356	01	6500	0	5760	2490	5820	090	245	AUG23 MILEAGE	39.82
CARDONA, JOANNE Total													109.51
CAROLINA BIOLOGICAL SUPPLY CO	10/24/2023	891197	PO241060	01	0000	0	1235	1000	4320	033	070	52306801RI	8.24
CAROLINA BIOLOGICAL SUPPLY CO Total													8.24
CASCADE HEALTHCARE	10/31/2023	894021	PO241279	01	0000	0	1110	1000	5899	008	070	T80943	2,378.00
CASCADE HEALTHCARE Total													2,378.00
CATHOLIC CHARITIES -	10/26/2023	893167	PO241490	01	3214	0	1110	1000	5821	012	339	47256	2,044.00
CATHOLIC CHARITIES -	10/31/2023	894022	PO241461	01	3010	0	1110	1000	5821	008	301	47311	1,960.00
CATHOLIC CHARITIES - Total													4,004.00
CBF INC.	10/24/2023	891186	PO240217	01	0000	0	0000	2424	5600	090	735	46221	1,635.00
CBF INC. Total													1,635.00
CDW GOVERNMENT INC	10/12/2023	888715	PO240216	01	0000	0	0000	2424	4320	090	735	MG53071	286.32
CDW GOVERNMENT INC	10/12/2023	888745	PO240216	01	0000	0	0000	2424	4320	090	735	MH77797	83.32
CDW GOVERNMENT INC	10/19/2023	890340	PO240216	01	0000	0	0000	2424	4320	090	735	MJ72416	73.53
CDW GOVERNMENT INC	10/19/2023	890340	PO240216	01	0000	0	0000	2424	4320	090	735	ML03784	78.80
CDW GOVERNMENT INC	10/24/2023	891249	PO240216	01	0000	0	0000	2424	4320	090	735	ML83983	55.97
CDW GOVERNMENT INC	10/24/2023	891249	PO240216	01	0000	0	0000	2424	4320	090	735	MM94836	68.56
CDW GOVERNMENT INC	10/24/2023	891240	PO240987	01	0000	0	1110	1000	4320	033	070	LZ40531	1,675.22
CDW GOVERNMENT INC	10/24/2023	891247	PO241075	01	3550	0	3800	1000	4320	033	333	MF23845	680.44
CDW GOVERNMENT INC	10/24/2023	891247	PO241075	01	3550	0	3800	1000	4320	033	333	LS98871	291.62
CDW GOVERNMENT INC	10/24/2023	891249	PO241261	01	0804	0	5760	1190	4320	090	245	ML63425	398.45
CDW GOVERNMENT INC	10/24/2023	891249	PO241261	01	0804	0	5760	1190	4320	090	245	MF78122	31.00
CDW GOVERNMENT INC	10/24/2023	891240	PO241410	01	3214	0	1110	1000	4320	012	339	ML08009	1,209.04
CDW GOVERNMENT INC	10/26/2023	893189	PO240216	01	0000	0	0000	2424	4320	090	735	MN14498	377.56
CDW GOVERNMENT INC	10/19/2023	890328	PO241293	01	0000	0	1110	1000	4420	033	070	MG41961	1,046.39
CDW GOVERNMENT INC	10/26/2023	893182	PO241400	01	3010	0	1110	1000	4420	022	301	ML09095	457.95
CDW GOVERNMENT INC	10/26/2023	893182	PO241400	01	3010	0	1110	1000	4420	022	301	ML36154	906.98
CDW GOVERNMENT INC	10/10/2023	888167	PO240530	01	0000	0	0000	3900	5813	090	305	ZR00381541	6,570.00
CDW GOVERNMENT INC	10/12/2023	888752	PO240512	01	0000	0	0000	3900	5813	090	305	ZR00391572	600.00
CDW GOVERNMENT INC	10/24/2023	891240	PO240491	01	0000	0	0000	3900	5813	090	405	ZR00381540	7,500.00
CDW GOVERNMENT INC	10/24/2023	891240	PO240491	01	0000	0	0000	3900	5813	090	405	ZR00398364	28,479.47
CDW GOVERNMENT INC Total													50,870.62
CERTIFIED LANGUAGES	10/03/2023	886236	PO241255	01	6500	0	5760	1190	5899	090	245	578210073123	82.80
CERTIFIED LANGUAGES	10/17/2023	889681	PO241255	01	6500	0	5760	1190	5899	090	245	86800708312	157.50
CERTIFIED LANGUAGES	10/17/2023	889681	PO241255	01	6500	0	5760	1190	5899	090	245	57821008312	583.80
CERTIFIED LANGUAGES	10/24/2023	891228	PO241255	01	6500	0	5760	1190	5899	090	245	81705608312	187.05
CERTIFIED LANGUAGES	10/24/2023	891228	PO241255	01	6500	0	5760	1190	5899	090	245	817056093023	94.65
CERTIFIED LANGUAGES	10/24/2023	891228	PO241255	01	6500	0	5760	1190	5899	090	245	868007093023	114.15

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CERTIFIED LANGUAGES	10/24/2023	891228	PO241255	01	6500	0	5760	1190	5899	090	245	578210093023	675.75
CERTIFIED LANGUAGES Total													1,895.70
CERVANTES, ELIN	10/24/2023	891203	PV240295	01	7412	0	1110	1000	5210	090	362	CSU CONF. SEP23	160.25
CERVANTES, ELIN	10/24/2023	891203	PV240296	01	7412	0	1110	1000	5210	090	362	UC CONF. SEP23	140.20
CERVANTES, ELIN Total													300.45
CHAVEZ GROUP	10/05/2023	887332	PO240082	01	0000	0	0000	7110	5899	090	713	822	775.00
CHAVEZ GROUP Total													775.00
CITY AUTO SUPPLY	10/12/2023	888746	PO240288	01	8150	0	0000	8110	4320	090	741	3-978005	39.99
CITY AUTO SUPPLY	10/17/2023	889704	PO240288	01	8150	0	0000	8110	4320	090	741	3-978409	141.52
CITY AUTO SUPPLY	10/17/2023	889704	PO240288	01	8150	0	0000	8110	4320	090	741	3-977770	349.62
CITY AUTO SUPPLY Total													531.13
CITY OF SAN BRUNO	10/05/2023	887333	PO240713	01	0000	0	0000	8200	5530	090	760	630440 SEP23	180.65
CITY OF SAN BRUNO	10/05/2023	887333	PO240713	01	0000	0	0000	8200	5530	090	760	630420 SEP23	749.61
CITY OF SAN BRUNO Total													930.26
CITY OF SOUTH SAN FRANCISCO	10/24/2023	891229	PO240710	01	0000	0	0000	8200	5530	090	760	519571	136,481.99
CITY OF SOUTH SAN FRANCISCO	10/31/2023	893993	PO241221	01	0000	0	1202	1000	5899	033	322	519537	910.00
CITY OF SOUTH SAN FRANCISCO Total													137,391.99
CLARK, ERIN	10/12/2023	888724	PV240256	01	3213	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	22.80
CLARK, ERIN Total													22.80
COMPUTYPE INC - 139154	10/03/2023	886217	PO240993	01	0000	0	0000	2420	4320	090	450	692685	939.32
COMPUTYPE INC - 139154 Total													939.32
CONTRACTORS ELECTRICAL	10/03/2023	886261	PO240529	01	8150	0	0000	8110	4320	090	741	7250-1141024	103.61
CONTRACTORS ELECTRICAL Total													103.61
CORE & MAIN LP	10/05/2023	887326	PO240454	01	8150	0	0000	8110	4320	090	741	T632301	283.58
CORE & MAIN LP Total													283.58
CORODATA SHREDDING INC.	10/17/2023	889682	PO240585	01	0000	0	0000	8200	5899	090	760	DN 1435764	714.61
CORODATA SHREDDING INC. Total													714.61
COUNTY COUNSEL	10/05/2023	887320	PO240085	01	0000	0	0000	7110	5889	090	713	4085	2,791.10
COUNTY COUNSEL	10/05/2023	887320	PO240085	01	0000	0	0000	3130	5889	090	503	4085	98.80
COUNTY COUNSEL	10/05/2023	887320	PO240085	01	0000	0	0000	7400	5889	090	715	4085	172.90
COUNTY COUNSEL Total													3,062.80
CROWN CASTLE FIBER LLC	10/19/2023	890329	PO240702	01	0000	0	0000	2424	5899	090	735	1423412	7,960.05
CROWN CASTLE FIBER LLC	10/19/2023	890358	PO240703	01	0000	0	0000	2424	5899	090	735	1433411	9,804.00
CROWN CASTLE FIBER LLC Total													17,764.05
CRYSTAL COMMUNICATIONS	10/03/2023	886269	PO240843	01	0000	0	3200	1000	4320	031	070	0164033-IN	2,410.92
CRYSTAL COMMUNICATIONS	10/03/2023	886269	PO241013	01	3010	0	1110	1000	4320	022	301	0164202-IN	2,218.86
CRYSTAL COMMUNICATIONS	10/03/2023	886269	PO241248	01	0000	0	0000	8200	4320	013	070	0164233-IN	304.64
CRYSTAL COMMUNICATIONS Total													4,934.42
CUE INC.	10/26/2023	893123	PO241394	01	0000	0	1110	1000	5210	090	762	102023-2422	258.00
CUE INC. Total													258.00

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CULPEPER, VERONICA	10/12/2023	888717	PV240249	01	6266	0	1110	1000	5210	090	341	DATA TRNING JUL23	32.76
CULPEPER, VERONICA	10/12/2023	888717	PV240250	01	6266	0	1110	1000	5210	090	341	DATA TRNING AUG23	136.24
CULPEPER, VERONICA Total													169.00
DELL MARKETING L.P.	10/03/2023	886237	PO241211	01	0000	0	0000	2424	4320	090	735	10701009862	790.88
DELL MARKETING L.P.	10/19/2023	890359	PO241211	01	0000	0	0000	2424	4320	090	735	10702615421	39.54
DELL MARKETING L.P.	10/03/2023	886249	PO241197	01	6500	0	5760	1190	4420	090	245	10700779625	1,380.84
DELL MARKETING L.P.	10/03/2023	886249	PO241217	01	0000	0	1110	1000	4420	033	070	10701395781	1,469.49
DELL MARKETING L.P.	10/19/2023	890348	PO240968	01	0000	0	1110	1000	4420	032	070	10695450484	2,271.67
DELL MARKETING L.P. Total													5,952.42
DELTA BLUE GRASS	10/31/2023	893985	PO240383	01	8150	0	0000	8110	4320	090	741	154186	1,387.19
DELTA BLUE GRASS Total													1,387.19
DEMCO INC.	10/17/2023	889651	PO241286	01	0000	0	1110	2421	4320	002	451	7373837	152.08
DEMCO INC.	10/17/2023	889651	PO241281	01	3218	0	1110	1000	4420	021	439	7370847	3,974.96
DEMCO INC. Total													4,127.04
DOOLEY CORPORATION	10/19/2023	890330	PO240795	01	6500	0	5760	1190	5870	090	245	4001	665.00
DOOLEY CORPORATION Total													665.00
DOWD, BRENDA	10/31/2023	894004	PV240370	01	0000	0	0000	0000	9589	000		REISSUE P/R CHK#261957	8,064.88
DOWD, BRENDA Total													8,064.88
DUNN-EDWARDS CORPORATION	10/03/2023	886266	PO240412	01	8150	0	0000	8110	4320	090	741	2020187029	170.20
DUNN-EDWARDS CORPORATION	10/17/2023	889648	PO240412	01	8150	0	0000	8110	4320	090	741	2020187243	278.03
DUNN-EDWARDS CORPORATION	10/19/2023	890331	PO240412	01	8150	0	0000	8110	4320	090	741	2020A00097	1,264.84
DUNN-EDWARDS CORPORATION	10/26/2023	893150	PO240412	01	8150	0	0000	8110	4320	090	741	2020A00301	486.46
DUNN-EDWARDS CORPORATION Total													2,199.53
EAST BAY RESTAURANT SUPPLY INC	10/03/2023	886267	PO240651	01	7029	0	0000	3700	4420	090	820	SI1026706	3,507.17
EAST BAY RESTAURANT SUPPLY INC Total													3,507.17
EL CAMINO HIGH SCHOOL	10/17/2023	889665	PV240257	01	9206	0	1110	1000	4320	032	356	ECHS SWEATSHRTS OCT23	900.00
EL CAMINO HIGH SCHOOL Total													900.00
EMICS INC DBA INFORMED K12	10/17/2023	889652	PO241377	01	0000	0	0000	7300	5899	090	717	2845	48,708.70
EMICS INC DBA INFORMED K12 Total													48,708.70
EMPLOYMENT DEVELOPMENT DEPT	10/26/2023	893166	PV240367	01	0000	0	0000	0000	9565	000		SUI Q3-2023	9,461.27
EMPLOYMENT DEVELOPMENT DEPT Total													9,461.27
ERGOTRON INC	10/31/2023	893986	PO241451	01	0000	0	0000	2424	4320	090	735	2961101	134.83
ERGOTRON INC Total													134.83
ESPIRITU, KATE	10/24/2023	891232	PV240297	01	3213	0	1110	1000	5210	032	439	CSU CONF. SEP23	155.49
ESPIRITU, KATE Total													155.49
EVANGELISTA, ARCHIVIR	10/26/2023	893143	PV240320	01	6500	0	5760	2490	5820	090	245	SEP23 MILEAGE	57.38
EVANGELISTA, ARCHIVIR Total													57.38
EVERDRIVEN TECHNOLOGIES LLC	10/19/2023	890318	PO240471	01	0000	0	5760	3600	5820	090	781	41692	25,488.26
EVERDRIVEN TECHNOLOGIES LLC	10/26/2023	893141	PO240471	01	0000	0	5760	3600	5820	090	781	43823	32,276.73
EVERDRIVEN TECHNOLOGIES LLC	10/26/2023	893141	PO240471	01	0000	0	5760	3600	5820	090	781	43599	32,701.60

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EVERDRIVEN TECHNOLOGIES LLC	10/26/2023	893180	PO240471	01	0000	0	5760	3600	5820	090	781	43384	32,351.40
EVERDRIVEN TECHNOLOGIES LLC	10/26/2023	893180	PO240471	01	0000	0	5760	3600	5820	090	781	44238	34,085.13
EVERDRIVEN TECHNOLOGIES LLC	10/26/2023	893180	PO240471	01	0000	0	5760	3600	5820	090	781	43183	26,208.66
EVERDRIVEN TECHNOLOGIES LLC	10/26/2023	893180	PO240471	01	0000	0	5760	3600	5820	090	781	44469	33,111.69
EVERDRIVEN TECHNOLOGIES LLC Total													216,223.47
EWING IRRIGATION PRODUCTS INC	10/05/2023	887285	PO240395	01	8150	0	0000	8110	4320	090	741	20616355	696.72
EWING IRRIGATION PRODUCTS INC	10/26/2023	893190	PO240395	01	8150	0	0000	8110	4320	090	741	20835745	550.80
EWING IRRIGATION PRODUCTS INC Total													1,247.52
EXPERIENCE JANITORIAL INC.	10/17/2023	889653	PO241412	01	0000	0	0000	8200	5899	090	760	9667	19,441.50
EXPERIENCE JANITORIAL INC.	10/17/2023	889653	PO241412	01	0000	0	0000	8200	5899	022	760	9686	7,371.00
EXPERIENCE JANITORIAL INC.	10/17/2023	889653	PO241412	01	0000	0	0000	8200	5899	090	760	9708	2,952.00
EXPERIENCE JANITORIAL INC. Total													29,764.50
FAGEN FRIEDMAN & FULFROST LLP	10/05/2023	887321	PO240352	01	6500	0	5760	1190	5889	090	245	214983	1,358.00
FAGEN FRIEDMAN & FULFROST LLP	10/05/2023	887321	PO240352	01	0000	0	0000	7400	5889	090	715	214983	8,561.00
FAGEN FRIEDMAN & FULFROST LLP	10/31/2023	894002	PO240352	01	6500	0	5760	1190	5889	090	245	215882	3,095.00
FAGEN FRIEDMAN & FULFROST LLP	10/31/2023	894002	PO240352	01	0000	0	0000	7400	5889	090	715	215882	4,017.00
FAGEN FRIEDMAN & FULFROST LLP Total													17,031.00
FEDEX	10/17/2023	889683	PV240288	01	0000	0	0000	7300	5920	090	717	9-660-29779	8.87
FEDEX Total													8.87
FIRST ALARM SECURITY & PATROL	10/03/2023	886202	PO240716	01	8150	0	0000	8300	5806	090	741	773364	1,464.00
FIRST ALARM SECURITY & PATROL	10/20/2023	886202	PO240716	01	8150	0	0000	8300	5806	090	741	773364	(1,464.00)
FIRST ALARM SECURITY & PATROL Total													-
FLINN SCIENTIFIC INC.	10/26/2023	893133	PO241363	01	9044	0	1110	1000	4320	090	064	2924891	311.68
FLINN SCIENTIFIC INC. Total													311.68
FLORES, DANIEL	10/12/2023	888725	PV240258	01	0801	0	1110	1000	5210	033	180	CSU CONF. SEP23	125.74
FLORES, DANIEL Total													125.74
FLORES, ESPERANZA	10/12/2023	888747	PV240273	01	3213	0	1110	1000	5210	032	439	CSU CONF SEP23	165.55
FLORES, ESPERANZA Total													165.55
FLORES, JUANITA	10/12/2023	888726	PV240259	01	0000	0	1110	1000	5220	008	070	AUG23 P/U BACKPACKS	43.10
FLORES, JUANITA Total													43.10
FLYERS ENERGY LLC	10/03/2023	886241	PO240385	01	8150	0	0000	8110	4320	090	741	23-869466	10,030.48
FLYERS ENERGY LLC	10/03/2023	886241	PO240385	01	8150	0	0000	8110	4320	090	741	23-907339	11,048.64
FLYERS ENERGY LLC Total													21,079.12
FRANCIS DRAKE LODGE #376	10/05/2023	887315	PV240225	01	0000	0	0000	7110	5899	090	713	CONCERT ECHS SEP23	30.00
FRANCIS DRAKE LODGE #376 Total													30.00
FRISBIE, MATTHEW H	10/17/2023	889666	PV240260	01	0801	0	1110	1000	4320	025	180	BATTERY SEP23	29.11
FRISBIE, MATTHEW H Total													29.11
GARDUNO FLETES, ANGELICA	10/10/2023	888125	PV240237	01	9010	0	1110	1000	4322	013	430	BACK TO SCHL AUG23	434.40
GARDUNO FLETES, ANGELICA Total													434.40
GEARY PACIFIC CORPORATION	10/11/2023		PO241000	01	8150	0	0000	8110	5600	090	741	5293933	(32.77)

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GEARY PACIFIC CORPORATION	10/11/2023	879223	PO241000	01	8150	0	0000	8110	5600	090	741	5293933	(7,168.52)
GEARY PACIFIC CORPORATION	10/17/2023	889689	PV240280	01	8150	0	0000	8110	5600	090	741	5293933 A	7,168.52
GEARY PACIFIC CORPORATION	10/11/2023	879223	PO241000	01	0000	0	0000	0000	9580	000		5293933	32.77
GEARY PACIFIC CORPORATION Total													(0.00)
GNXCOR USA INC.	10/03/2023	886262	PO241176	01	0000	0	0000	8200	5899	090	760	6013963	702.49
GNXCOR USA INC.	10/24/2023	891225	PO241176	01	0000	0	0000	8200	5899	090	760	6014783	190.00
GNXCOR USA INC. Total													892.49
GONZALEZ, LETICIA	10/03/2023	886257	PV240226	01	9010	0	1110	1000	4320	014	430	GAME NIGHT SEP23	219.96
GONZALEZ, LETICIA	10/24/2023	891204	PV240298	01	9010	0	1110	1000	4320	014	430	PARENT MTG OCT23	42.00
GONZALEZ, LETICIA	10/31/2023	894030	PV240376	01	9010	0	1110	2495	4320	014	430	SEP/OCT23 MTG SUPPLY	100.00
GONZALEZ, LETICIA	10/31/2023	894030	PV240376	01	9010	0	1110	1000	4322	014	356	SEP/OCT23 MTG SUPPLY	96.65
GONZALEZ, LETICIA	10/31/2023	894030	PV240376	01	0801	0	1110	1000	4322	014	180	SEP/OCT23 MTG SUPPLY	82.93
GONZALEZ, LETICIA Total													541.54
GOPHER SPORTS	10/24/2023	891259	PO241362	01	3218	0	1110	1000	4320	021	439	IN323884	2,253.61
GOPHER SPORTS Total													2,253.61
GOTO TECHNOLOGIES USA INC.	10/05/2023	887303	PO240311	01	0000	0	0000	2424	5813	090	735	IN60001450893	20,254.00
GOTO TECHNOLOGIES USA INC. Total													20,254.00
GRAHAM, RONALD MICHAEL	10/05/2023	887322	PO240301	01	0000	0	1227	1000	4320	025	070	M45400	262.21
GRAHAM, RONALD MICHAEL	10/05/2023	887322	PO240301	01	0000	0	1227	1000	5600	025	070	M45400	1,700.00
GRAHAM, RONALD MICHAEL Total													1,962.21
GRAINGER	10/10/2023	888131	PO240405	01	8150	0	0000	8110	4320	090	741	7114205631	2,474.35
GRAINGER	10/19/2023	890319	PO240405	01	8150	0	0000	8110	4320	090	741	9851496886	183.50
GRAINGER	10/24/2023	891192	PO240405	01	8150	0	0000	8110	4320	090	741	9858525331	202.50
GRAINGER	10/24/2023	891226	PO240405	01	8150	0	0000	8110	4320	090	741	9862636983	534.00
GRAINGER	10/24/2023	891226	PO240405	01	8150	0	0000	8110	4320	090	741	9869018342	(534.00)
GRAINGER	10/24/2023	891226	PO240405	01	8150	0	0000	8110	4320	090	741	9869372012	739.69
GRAINGER	10/31/2023	894023	PO240405	01	8150	0	0000	8110	4320	090	741	9874888705	201.74
GRAINGER	10/31/2023	894023	PO240405	01	8150	0	0000	8110	4320	090	741	9874161491	117.57
GRAINGER	10/31/2023	894023	PO240405	01	8150	0	0000	8110	4320	090	741	9872328027	104.93
GRAINGER	10/31/2023	893987	PO240827	01	0000	0	0000	0000	9320	000		9868223398	234.04
GRAINGER Total													4,258.32
GREEN CAB PENINSULA	10/17/2023	889684	PO240798	01	0000	0	5760	3600	5820	090	781	2221	6,000.00
GREEN CAB PENINSULA	10/19/2023	890332	PO240798	01	0000	0	5760	3600	5820	090	781	2219	5,400.00
GREEN CAB PENINSULA	10/19/2023	890332	PO240798	01	0000	0	5760	3600	5820	090	781	2220	2,700.00
GREEN CAB PENINSULA Total													14,100.00
GREEN NINJA	10/05/2023	887314	PO240080	01	6300	0	1110	1000	4100	090	307	1179	104,194.49
GREEN NINJA	10/05/2023	887314	PO240102	01	6300	0	1110	1000	4100	090	307	1180	82,748.84
GREEN NINJA	10/05/2023	887346	PO241345	01	9044	0	1110	1000	5210	090	063	1192	1,500.00
GREEN NINJA Total													188,443.33
HAHN, BARBARA	10/05/2023	887316	PV240228	01	3218	0	1110	1000	4320	021	439	T-SHIRST SEP23	183.84

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HAHN, BARBARA	10/05/2023	887316	PV240229	01	3218	0	1110	1000	4320	021	439	T-SHIRTS XL/2XL SEP23	182.47
HAHN, BARBARA	10/05/2023	887316	PV240230	01	3218	0	1110	1000	4320	021	439	SMALL T-SHRTS SEP23	76.23
HAHN, BARBARA	10/05/2023	887316	PV240231	01	3218	0	1110	1000	4320	021	439	STENCILS SEP23	171.81
HAHN, BARBARA	10/24/2023	891205	PV240299	01	3218	0	1110	1000	4320	021	439	PAINT SEP23	156.98
HAHN, BARBARA	10/24/2023	891205	PV240300	01	3218	0	1110	1000	4320	021	439	SM/MED T-SHRT SEP23	172.50
HAHN, BARBARA	10/24/2023	891205	PV240301	01	3218	0	1110	1000	4320	021	439	STENCILS-2 SEP23	104.63
HAHN, BARBARA Total													1,048.46
HAKUNA SERVICES, INC	10/10/2023	888164	PO241141	01	8150	0	0000	8110	5860	090	741	929108BB-0001	3,328.00
HAKUNA SERVICES, INC Total													3,328.00
HANNA INTERPRETING	10/26/2023	893181	PO240659	01	6500	0	5760	1190	5899	090	245	509661	12,000.00
HANNA INTERPRETING Total													12,000.00
HARRIS, DINA	10/26/2023	893134	PV240312	01	9105	0	1110	1000	4320	033	356	COLLEGE SUPPLY OCT23	80.75
HARRIS, DINA Total													80.75
HEMMERLA, KARL	10/05/2023	887296	PV240238	01	6500	0	5760	1190	4322	090	245	BUS TOKENS/MTG AUG23	54.66
HEMMERLA, KARL	10/12/2023	888727	PV240261	01	6500	0	5760	1190	4322	090	245	SUPPLIES SEP23	55.68
HEMMERLA, KARL	10/05/2023	887296	PV240238	01	6520	0	5001	3900	5899	090	352	BUS TOKENS/MTG AUG23	112.00
HEMMERLA, KARL Total													222.34
HENRY SCHEIN INC	10/19/2023	890360	PO240646	01	0000	0	1110	1000	4320	032	070	53805912	527.75
HENRY SCHEIN INC Total													527.75
HERNANDEZ, NORMA	10/26/2023	893152	PV240358	01	6500	0	5760	2490	5820	090	245	AUG23 MILEAGE	69.75
HERNANDEZ, NORMA Total													69.75
HILLYARD	10/05/2023	887347	PO240540	01	0000	0	0000	8200	4320	021	759	605262694	1,166.11
HILLYARD	10/17/2023	889649	PO240087	01	0000	0	0000	8200	4320	033	759	605266723	856.62
HILLYARD	10/17/2023	889649	PO240087	01	0000	0	0000	8200	4320	033	759	605266724	769.02
HILLYARD	10/17/2023	889649	PO240087	01	0000	0	0000	8200	4320	033	759	605265302	6,517.31
HILLYARD	10/19/2023	890333	PO240074	01	0000	0	0000	8200	4320	010	759	605210416	278.85
HILLYARD	10/19/2023	890341	PO240074	01	0000	0	0000	8200	4320	010	759	605208652	211.95
HILLYARD	10/19/2023	890333	PO240087	01	0000	0	0000	8200	4320	033	759	800654560	(2,837.20)
HILLYARD	10/19/2023	890333	PO240087	01	0000	0	0000	8200	4320	033	759	605269475	660.71
HILLYARD	10/19/2023	890341	PO240087	01	0000	0	0000	8200	4320	033	759	605272452	1,620.96
HILLYARD	10/19/2023	890333	PO240540	01	0000	0	0000	8200	4320	021	759	605272453	2,613.99
HILLYARD	10/19/2023	890341	PO240670	01	0000	0	0000	8200	4320	013	759	605275666	630.58
HILLYARD	10/19/2023	890341	PO240670	01	0000	0	0000	8200	4320	013	759	605272454	126.11
HILLYARD	10/19/2023	890333	PO241370	01	0000	0	0000	8200	4320	009	759	605272450	2,175.74
HILLYARD	10/24/2023	891250	PO240586	01	0000	0	0000	8200	4320	008	759	605266722	356.93
HILLYARD	10/24/2023	891250	PO240655	01	0000	0	0000	8200	4320	014	759	605279838	1,836.43
HILLYARD	10/26/2023	893124	PO240074	01	0000	0	0000	8200	4320	010	759	605279840	1,503.35
HILLYARD	10/26/2023	893124	PO240286	01	0000	0	0000	8200	4320	090	760	605189977	2,007.37
HILLYARD	10/31/2023	893994	PO240670	01	0000	0	0000	8200	4320	013	759	605286428	851.75
HILLYARD	10/26/2023	893124	PO241384	01	0000	0	0000	0000	9320	000		605281050	2,593.05

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HILLYARD Total													23,939.63
HILLYARD INC	10/26/2023		CL230145	01	0000	0	0000	8200	4320	031	759		(14.88)
HILLYARD INC	10/26/2023		CL230145	01	6500	0	5760	1190	4320	041	212		(59.49)
HILLYARD INC	10/26/2023		CL230145	01	0000	0	0000	0000	9510	000			14.88
HILLYARD INC	10/26/2023		CL230145	01	6500	0	0000	0000	9510	000			59.49
HILLYARD INC Total													-
HITCHCOCK, ROSANNE	10/03/2023	886258	PV240227	01	0803	0	4760	2495	4320	090	411	STREAMERS SEP23	5.49
HITCHCOCK, ROSANNE Total													5.49
HOME DEPOT CREDIT SERVICES	10/03/2023	886263	PO240394	01	8150	0	0000	8110	4320	090	741	6035 3225 0255 4250SEP23	5,460.81
HOME DEPOT CREDIT SERVICES	10/26/2023	893191	PO240394	01	8150	0	0000	8110	4320	090	741	6035 3225 0255 4250SEPT23	5,021.83
HOME DEPOT CREDIT SERVICES Total													10,482.64
HOUGHTON MIFFLIN HARCOURT	10/03/2023	886238	PO241062	01	6300	0	1110	1000	4100	090	307	955915779	180.43
HOUGHTON MIFFLIN HARCOURT	10/19/2023	890349	PO241101	01	6300	0	1110	1000	4100	090	307	955916701	82.63
HOUGHTON MIFFLIN HARCOURT	10/10/2023	888165	PO240678	01	4203	0	4760	1000	4200	090	330	955886638	701.01
HOUGHTON MIFFLIN HARCOURT	10/10/2023	888151	PO241195	01	4203	0	4760	1000	4200	090	330	955923971	1,911.83
HOUGHTON MIFFLIN HARCOURT	10/26/2023	893157	PO241087	01	4203	0	4760	1000	5813	090	330	710271283	4,720.00
HOUGHTON MIFFLIN HARCOURT Total													7,595.90
IMAGINE LEARNING INC.	10/26/2023	893142	PO241099	01	0801	0	1110	1000	5813	090	127	955760	38,750.00
IMAGINE LEARNING INC. Total													38,750.00
INFINITE CAMPUS INC.	10/10/2023	888132	PO240507	01	0000	0	0000	3900	5899	090	305	SRVINV033011	1,300.00
INFINITE CAMPUS INC. Total													1,300.00
INTERNATIONAL INSTITUTE	10/12/2023	888716	PO241186	01	9305	0	1110	1000	5210	090	391	JCNSYXN4WDK	450.00
INTERNATIONAL INSTITUTE	10/12/2023	888716	PO241186	01	9305	0	1110	1000	5210	090	391	B3NF9MW8XYC	450.00
INTERNATIONAL INSTITUTE Total													900.00
INTERSTATE TRAFFIC CONTROL	10/19/2023	890335	PO240404	01	8150	0	0000	8110	4320	090	741	259618	157.50
INTERSTATE TRAFFIC CONTROL	10/26/2023	893172	PO240404	01	8150	0	0000	8110	4320	090	741	259752	406.88
INTERSTATE TRAFFIC CONTROL Total													564.38
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4320	090	713	P/C FY 22-24	1.76
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7150	4320	090	714	P/C FY 22-24	6.58
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7150	4320	090	714	P/C FY 22-24	25.27
ISLA, NATHAN	10/17/2023	889701	CM240024	01	0000	0	0000	7110	4322	090	713	P/CASH OVER FY 22-34	(1.01)
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	12.58
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	17.77
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	12.58
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	12.36
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	12.48
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	14.37
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	50.95
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	21.98
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	4322	090	713	P/C FY 22-24	4.12

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ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7150	4322	090	714	P/C FY 22-24	53.45
ISLA, NATHAN	10/12/2023	888729	PV240271	01	0000	0	0000	7150	5220	090	714	JUL23 & SEP23 MILEAGE	24.99
ISLA, NATHAN	10/12/2023	888748	PV240276	01	0000	0	0000	7110	5220	090	713	APR/MAY/JUN23 MILEAGE	20.08
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	5810	090	713	P/C FY 22-24	1.64
ISLA, NATHAN	10/17/2023	889701	PV240289	01	0000	0	0000	7110	5899	090	713	P/C FY 22-24	15.00
ISLA, NATHAN Total													306.95
IXL LEARNING	10/05/2023	887304	PO240848	01	7435	0	1110	1000	5813	090	349	S472784	1,575.00
IXL LEARNING	10/24/2023	891241	PO240243	01	7435	0	1110	1000	5813	090	349	S468886	168,200.00
IXL LEARNING	10/26/2023	893126	PO241493	01	0000	0	1110	1000	5813	025	070	S482922	2,658.00
IXL LEARNING Total													172,433.00
J.W. PEPPER & SON INC	10/24/2023	891260	PO240138	01	0000	0	1227	1000	5813	033	070	365646531	92.30
J.W. PEPPER & SON INC Total													92.30
JOHNSON, MARK	10/31/2023	893972	PV240359	01	0000	0	1110	1000	5210	090	762	INFINITE CAMP CONF. OCT23	32.75
JOHNSON, MARK Total													32.75
JOHNSON, MINDY	10/17/2023	889678	PV240274	01	6500	0	5760	1190	5220	090	245	AUG23 MILEAGE	26.24
JOHNSON, MINDY	10/17/2023	889678	PV240275	01	6500	0	5760	1190	5220	090	245	SEP23 MILEAGE	31.16
JOHNSON, MINDY Total													57.40
JOHNSTONE SUPPLY	10/24/2023	891230	PO240417	01	8150	0	0000	8110	4320	090	741	110-S100942433.001	239.16
JOHNSTONE SUPPLY Total													239.16
KBA DOCUMENT SOLUTIONS LLC	10/12/2023	888705	PO240835	01	0000	0	1110	1000	5600	090	722	55Y1403944	6,552.22
KBA DOCUMENT SOLUTIONS LLC	10/24/2023	891261	PO240853	01	0000	0	1110	1000	5600	090	722	55Y1408152	5,200.62
KBA DOCUMENT SOLUTIONS LLC Total													11,752.84
KELLY SPICERS FACILITIES	10/03/2023	886229	PO240463	01	8150	0	0000	8110	4320	090	741	70003938	3,303.12
KELLY SPICERS FACILITIES Total													3,303.12
KELLY SPICERS STORES	10/12/2023	888706	PO241367	01	0000	0	1110	1000	4320	010	070	11429227	91.01
KELLY SPICERS STORES	10/17/2023	889647	PO240541	01	0000	0	1110	1000	4320	021	070	11427758	2,007.97
KELLY SPICERS STORES	10/26/2023	893192	PO240137	01	0000	0	1110	1000	4320	033	070	11443409	4,007.69
KELLY SPICERS STORES	10/31/2023	893970	PO240159	01	0000	0	1110	1000	4320	032	070	11444597	83.92
KELLY SPICERS STORES	10/31/2023	893970	PO241313	01	0000	0	1110	1000	4320	009	070	11423811	2,007.97
KELLY SPICERS STORES	10/31/2023	893959	PO241482	01	0000	0	1110	1000	4320	014	070	11445861	1,008.10
KELLY SPICERS STORES Total													9,206.66
KLEINER, JESSICA	10/12/2023	888728	PV240262	01	9010	0	5001	3150	5300	090	350	ASHA DUES 2023	225.00
KLEINER, JESSICA Total													225.00
KROL, DANIELLE	10/26/2023	893153	PV240360	01	6500	0	5760	2490	5820	090	230	APR23 MILEAGE	216.15
KROL, DANIELLE	10/26/2023	893153	PV240361	01	6500	0	5760	2490	5820	090	230	MAY23 MILEAGE	302.61
KROL, DANIELLE	10/26/2023	893153	PV240362	01	6500	0	5760	2490	5820	090	230	JUN23 MILEAGE	201.74
KROL, DANIELLE	10/26/2023	893153	PV240363	01	6500	0	5760	2490	5820	090	230	JUL23 MILEAGE	230.56
KROL, DANIELLE	10/26/2023	893153	PV240364	01	6500	0	5760	2490	5820	090	230	AUG23 MILEAGE	129.69
KROL, DANIELLE	10/26/2023	893153	PV240365	01	6500	0	5760	2490	5820	090	230	SEP23 MILEAGE	259.38
KROL, DANIELLE Total													1,340.13

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KRUG, FRANCES S	10/17/2023	889685	PV240282	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 2ND QTR FY 23-24	1,700.19
KRUG, FRANCES S Total													1,700.19
KWONG, HARRY	10/17/2023	889690	PV240285	01	0000	0	0000	8200	5220	090	760	SEP23 MILEAGE	26.20
KWONG, HARRY Total													26.20
LAB-AIDS INC	10/10/2023	888158	PO240511	01	9044	0	1110	1000	4320	090	064	160974	721.54
LAB-AIDS INC Total													721.54
LAKESHORE LEARNING	10/03/2023	886204	PO241185	01	3010	0	1110	1000	4320	008	301	307272091823	830.87
LAKESHORE LEARNING	10/31/2023	893979	PO241144	01	0801	0	1110	1000	4320	013	123	300926091523	5,478.31
LAKESHORE LEARNING	10/31/2023	893979	PO241259	01	0801	0	1110	1000	4320	013	180	338490092723	380.00
LAKESHORE LEARNING Total													6,689.18
LASERTORIUM OFFICE SYSTEMS	10/12/2023	888707	PO240020	01	0000	0	0000	2424	5600	090	735	22237	135.00
LASERTORIUM OFFICE SYSTEMS	10/24/2023	891243	PO240020	01	0000	0	0000	2424	5600	090	735	22243	135.00
LASERTORIUM OFFICE SYSTEMS Total													270.00
LAVEGLIA, CHRISTOPHER	10/24/2023	891252	PV240313	01	9305	0	1110	1000	5210	090	391	RESTORE CONF OCT23	450.00
LAVEGLIA, CHRISTOPHER Total													450.00
LAWSON PRODUCTS INC	10/10/2023	888133	PO240403	01	8150	0	0000	8110	4320	090	741	9310943034	255.82
LAWSON PRODUCTS INC	10/10/2023	888133	PO240403	01	8150	0	0000	8110	4320	090	741	9310946890	506.92
LAWSON PRODUCTS INC	10/10/2023	888133	PO240403	01	8150	0	0000	8110	4320	090	741	9310946890-1	38.53
LAWSON PRODUCTS INC	10/10/2023	888133	PO240403	01	8150	0	0000	8110	4320	090	741	9310943034-1	19.44
LAWSON PRODUCTS INC	10/31/2023	893964	PO240403	01	8150	0	0000	8110	4320	090	741	9310997100	80.27
LAWSON PRODUCTS INC	10/31/2023	893964	PO240403	01	8150	0	0000	8110	4320	090	741	9310997099	117.38
LAWSON PRODUCTS INC	10/31/2023	893964	PO240403	01	8150	0	0000	8110	4320	090	741	9310997100-1	6.10
LAWSON PRODUCTS INC	10/31/2023	893964	PO240403	01	8150	0	0000	8110	4320	090	741	9310997099-1	8.92
LAWSON PRODUCTS INC Total													1,033.38
LEADER SERVICES	10/24/2023	891200	PV240293	01	9010	0	5001	3900	5899	090	350	CDS 6448	92.45
LEADER SERVICES Total													92.45
LEARNING WITHOUT TEARS	10/05/2023	887306	PO240539	01	6500	0	0000	0000	9330	000		CI240539	23,192.05
LEARNING WITHOUT TEARS Total													23,192.05
LEDFORD, GABRIELA	10/05/2023	887297	PV240239	01	0000	0	1219	1000	4320	033	070	TOMATOES/CIDER SEP23	36.58
LEDFORD, GABRIELA	10/05/2023	887297	PV240240	01	0000	0	1219	1000	4320	033	070	SEP23 GROCERIES	110.04
LEDFORD, GABRIELA	10/24/2023	891253	PV240314	01	0000	0	1219	1000	4320	033	070	SEP/OCT23 SUPPLIES	70.79
LEDFORD, GABRIELA Total													217.41
LEGARZA SPORTS	10/05/2023	887307	PO240358	01	7435	0	1110	1000	5899	090	349	587	188,750.00
LEGARZA SPORTS	10/10/2023	882568	PO240358	01	7435	0	1110	1000	5899	090	349	575	(188,750.00)
LEGARZA SPORTS Total													-
LEI, WAN FONG	10/24/2023	891233	PV240302	01	0000	0	1110	1000	5210	090	762	USER GROUPS OCT23	57.57
LEI, WAN FONG Total													57.57
LEXIA LEARNING SYSTEMS	10/17/2023	889660	PO240683	01	0000	0	1110	1000	4320	014	070	6975848	843.23
LEXIA LEARNING SYSTEMS	10/17/2023	889660	PO240683	01	0801	0	1110	1000	4320	014	180	6975848	843.23
LEXIA LEARNING SYSTEMS	10/17/2023	889660	PO240745	01	0801	0	1110	1000	5813	006	180	6971539	10,800.00

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LEXIA LEARNING SYSTEMS	10/17/2023	889660	PO240745	01	0801	0	1110	1000	5813	006	123	6971539	3,000.00
LEXIA LEARNING SYSTEMS Total													15,486.46
LOUDAN, ROSELLE MARIE	10/17/2023	889670	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23_23_7	1,774.47
LOUDAN, ROSELLE MARIE	10/31/2023	893980	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23_24_8	1,774.47
LOUDAN, ROSELLE MARIE Total													3,548.94
LOWE'S BUSINESS ACCOUNT/SYNCB	10/10/2023	888159	PO240393	01	8150	0	0000	8110	4320	090	741	821 3105 920566 1 SEP	5,699.25
LOWE'S BUSINESS ACCOUNT/SYNCB Total													5,699.25
LY, LE MY	10/24/2023	891244	PO240218	01	0000	0	0000	7602	5888	090	726	SEP23 TUITION	5,270.00
LY, LE MY	10/24/2023	891244	PO240218	01	0000	0	0000	7602	5888	090	726	OCT23 TUITION	5,270.00
LY, LE MY Total													10,540.00
MAEDA, GAVIN	10/26/2023	893135	PV240315	01	0000	0	1110	1000	5210	090	762	INF. CAMP. CONF OCT23	29.61
MAEDA, GAVIN Total													29.61
MAO, INGRID	10/24/2023	891206	PV240303	01	3213	0	1110	1000	5210	032	439	CSU CONF. SEP23	165.29
MAO, INGRID Total													165.29
MARTINEZ, LEILAHNIE	10/17/2023	889667	PV240263	01	0000	0	0000	2700	5220	032	070	SEP23 MILEAGE	14.28
MARTINEZ, LEILAHNIE Total													14.28
MAXIM HEALTHCARE STAFFING	10/03/2023	886210	PO240899	01	6500	0	5760	1190	5899	090	245	E10720180132	37,109.31
MAXIM HEALTHCARE STAFFING	10/17/2023	889661	PO240899	01	6500	0	5760	1190	5899	090	245	E10673970132	24,852.38
MAXIM HEALTHCARE STAFFING	10/31/2023	893973	PO240899	01	6500	0	5760	1190	5899	090	245	E10421270132	1,540.00
MAXIM HEALTHCARE STAFFING	10/31/2023	893973	PO240899	01	6500	0	5760	1190	5899	090	245	E10545660132	46,777.40
MAXIM HEALTHCARE STAFFING	10/31/2023	893973	PO240899	01	6500	0	5760	1190	5899	090	245	E11018160132	40,848.41
MAXIM HEALTHCARE STAFFING Total													151,127.50
MAXX METALS	10/03/2023	886245	PO240564	01	8150	0	0000	8110	4320	090	741	202970	371.53
MAXX METALS	10/03/2023	886245	PO240564	01	8150	0	0000	8110	4320	090	741	202983	276.35
MAXX METALS	10/10/2023	888172	PO240564	01	8150	0	0000	8110	4320	090	741	203112	1,033.59
MAXX METALS	10/12/2023	888736	PO240564	01	8150	0	0000	8110	4320	090	741	203218	698.67
MAXX METALS	10/12/2023	888736	PO240564	01	8150	0	0000	8110	4320	090	741	203219	306.25
MAXX METALS	10/12/2023	888736	PO240564	01	8150	0	0000	8110	4320	090	741	203224	192.40
MAXX METALS Total													2,878.79
MCGRAW-HILL LLC	10/05/2023	887334	PO241102	01	6300	0	1110	1000	4100	090	307	129614093001	4,207.00
MCGRAW-HILL LLC	10/26/2023	893158	PO241374	01	6300	0	1110	1000	4100	090	307	130191818001	3,711.07
MCGRAW-HILL LLC Total													7,918.07
MEDCO SUPPLY COMPANY	10/10/2023	888160	PO240644	01	0000	0	1110	1000	4320	032	070	IN96853991	25.28
MEDCO SUPPLY COMPANY Total													25.28
METLIFE INSURANCE COMPANY	10/19/2023	890362	PV240291	01	0000	0	0000	7600	3701	090	810	NOV23 PREMIUMS	13.79
METLIFE INSURANCE COMPANY	10/19/2023	890362	PV240291	01	0000	0	0000	0000	9573	000		NOV23 PREMIUMS	3,979.82
METLIFE INSURANCE COMPANY	10/19/2023	890362	PV240291	01	0000	0	0000	0000	9573	000		NOV23 PREMIUMS	5,566.83
METLIFE INSURANCE COMPANY Total													9,560.44
MICHAEL HATFIELD LLC	10/26/2023	893168	PO241494	01	9219	0	1208	1000	5600	032	356	112023	3,350.00
MICHAEL HATFIELD LLC Total													3,350.00

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MIDWEST MOTOR SUPPLY CO INC	10/03/2023	886250	PO240565	01	8150	0	0000	8110	4320	090	741	101480045	267.67
MIDWEST MOTOR SUPPLY CO INC Total													267.67
MORENO, DEANNA	10/31/2023	893960	PV240371	01	9010	0	1110	1000	4322	022	356	AUG &OCT MTG SUPPLY	374.00
MORENO, DEANNA Total													374.00
MOUSER ELECTRONICS INC.	10/31/2023	894024	PO240419	01	8150	0	0000	8110	4320	090	741	76103185	181.09
MOUSER ELECTRONICS INC. Total													181.09
MRC	10/19/2023	890364	PO240701	01	0000	0	0000	7550	5600	090	718	IN3746398	63.01
MRC	10/19/2023	890364	PO240701	01	0000	0	0000	7350	5600	090	717	IN3746398	143.46
MRC	10/26/2023	893159	PO240701	01	0000	0	0000	7550	5600	090	718	IN3702161	82.06
MRC	10/26/2023	893159	PO240701	01	0000	0	0000	7350	5600	090	717	IN3702161	208.94
MRC Total													497.47
MULLASSERY, KARIE	10/31/2023	893995	PV240375	01	0000	0	1110	1000	4322	090	762	OCT23 SUPPLIES	8.43
MULLASSERY, KARIE Total													8.43
MURRISH, LUCAS	10/24/2023	891262	PV240321	01	6500	0	5760	2490	5820	090	245	SEP23 MILEAGE	136.76
MURRISH, LUCAS Total													136.76
MUSIC THEATRE INTERNATIONAL	10/31/2023	893965	PO240168	01	9219	0	1208	1000	5899	032	356	1076192-1	55.67
MUSIC THEATRE INTERNATIONAL Total													55.67
MYMC INC	10/03/2023	886230	PO240871	01	0000	0	0000	2424	5600	090	735	810	205.00
MYMC INC	10/03/2023	886230	PO240871	01	0000	0	0000	2424	5600	090	735	785	195.00
MYMC INC	10/03/2023	886230	PO240871	01	0000	0	0000	2424	5600	090	735	765	150.00
MYMC INC Total													550.00
NASCO	10/31/2023	893996	PO241342	01	0801	0	1110	1000	4320	025	180	522819	440.60
NASCO Total													440.60
NATIONAL BENEFIT SERVICES	10/05/2023	887317	PV240232	01	0000	0	0000	0000	9579	000		OCT23 CONTRIBUTION	800.00
NATIONAL BENEFIT SERVICES	10/31/2023	894005	PV240372	01	0000	0	0000	0000	9579	000		NOV23 CONTRIBUTION	800.00
NATIONAL BENEFIT SERVICES Total													1,600.00
NATIONAL COUNCIL OF	10/03/2023	886222	PO241306	01	0000	0	1110	1000	5300	025	070	A.SAELAW MEMBERSHIP	99.00
NATIONAL COUNCIL OF Total													99.00
NCS PEARSON INC.	10/05/2023	887308	PO240317	01	9010	0	5001	3900	4320	090	350	22191255	5,383.64
NCS PEARSON INC. Total													5,383.64
NETWORK CRAZE TECHNOLOGIES INC	10/03/2023	886205	PO240356	01	0000	0	0000	2424	4320	090	735	INV/2023/06199	531.52
NETWORK CRAZE TECHNOLOGIES INC Total													531.52
NG, SHEK HANG (ROCKY)	10/12/2023	888730	PV240264	01	0000	0	1235	1000	4320	033	070	BUTANE OCT23	65.89
NG, SHEK HANG (ROCKY)	10/26/2023	893136	PV240316	01	0801	0	1110	1000	4320	033	180	BIOTECH SUPPLY OCT23	60.00
NG, SHEK HANG (ROCKY) Total													125.89
NOTABLE INC.	10/31/2023	894025	PO241358	01	0000	0	1110	1000	5813	033	070	INVOICE-227970	99.00
NOTABLE INC. Total													99.00
OCCUPATIONAL HEALTH CENTERS	10/05/2023	887335	PO240583	01	0000	0	0000	7400	5899	090	715	80143782	1,821.00
OCCUPATIONAL HEALTH CENTERS Total													1,821.00
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	CM240021	01	0000	0	1110	1000	4320	032	070	326003136001	(162.33)

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ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	CM240022	01	0000	0	1110	1000	4320	021	070	327661437001	(283.03)
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	CM240023	01	0000	0	0000	7400	4320	090	715	332260283001	(62.62)
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241213	01	0000	0	1110	1000	4320	032	070	330592561001	65.91
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241213	01	0000	0	1110	1000	4320	032	070	331324420001	36.23
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241216	01	0000	0	1110	1000	4320	033	070	332679676001	68.96
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241219	01	3182	0	1110	1000	4320	031	387	329981393001	51.59
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241219	01	3182	0	1110	1000	4320	031	387	329981392001	194.45
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241219	01	3182	0	1110	1000	4320	031	387	329977406001	188.37
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241219	01	3182	0	1110	1000	4320	031	387	329981384001	116.78
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241228	01	0000	0	1110	1000	4320	033	070	332005525001	54.94
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887351	PO241239	01	0000	0	1110	1000	4320	032	070	332914190001	103.78
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO240215	01	0000	0	0000	2424	4320	090	735	332299249001	16.46
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO240215	01	0000	0	0000	2424	4320	090	735	334710504001	59.97
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO240215	01	0000	0	0000	2424	4320	090	735	332297545001	43.90
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO240823	01	0000	0	0000	7340	4320	090	717	327201261001	109.86
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO240823	01	0000	0	0000	7340	4320	090	717	326161241001	(109.86)
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO240823	01	0000	0	0000	7340	4320	090	717	327066105001	(233.46)
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241145	01	0801	0	1110	1000	4320	013	123	330999765001	1,027.38
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241174	01	0000	0	1110	1000	4320	010	070	328873582001	346.10
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241174	01	9010	0	1110	1000	4320	010	356	328857212001	841.07
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241191	01	0000	0	0000	7340	4320	090	717	331241223001	126.30
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241191	01	0000	0	0000	7350	4320	090	717	331241223001	219.86
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241191	01	0000	0	0000	7350	4320	090	717	331241405001	109.86
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241212	01	0000	0	1110	1000	4320	033	070	331792187001	214.98
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241212	01	0000	0	1110	1000	4320	033	070	331792057001	19.77
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888155	PO241244	01	0000	0	0000	8200	4320	031	759	331467794001	139.76
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888155	PO241244	01	6500	0	5760	1190	4320	041	212	331467794001	69.88
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241021	01	3010	0	1110	1000	4320	007	301	329013650001	1,360.08
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241021	01	3010	0	1110	1000	4320	007	301	329028910001	13.71
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241296	01	0000	0	1110	1000	4320	033	070	330170072001	297.76
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241297	01	0000	0	0000	8200	4320	090	760	330113221001	142.83
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241297	01	0000	0	0000	8200	4320	090	760	330104295001	455.74
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241311	01	0000	0	1110	1000	4320	032	070	332101104001	41.74
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241312	01	0000	0	1110	1000	4320	032	070	333496344001	146.03
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241312	01	9219	0	1237	1000	4320	032	356	333496344001	40.83
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241337	01	0000	0	1110	1000	4320	008	070	333803754001	56.04
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241337	01	0000	0	1110	1000	4320	008	070	333803332001	127.80
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241339	01	0000	0	0000	2100	4320	090	762	335300436001	452.05
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241340	01	0000	0	0000	7350	4320	090	717	335675587001	83.00
ODP BUSINESS SOLUTIONS LLC	10/19/2023	890338	PO241311	01	0000	0	1110	1000	4320	032	070	332080659001	16.43

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ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO240688	01	0000	0	1110	1000	4320	014	070	322173825001	3.29
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO240688	01	0000	0	1110	1000	4320	014	070	321732309001	118.86
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO240813	01	0000	0	0000	7400	4320	090	715	324256245001	109.86
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241067	01	0000	0	1110	1000	4320	014	070	330403415001	71.39
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241067	01	0000	0	1110	1000	4320	014	070	330403416001	8.78
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241067	01	0000	0	1110	1000	4320	014	070	330395610001	198.74
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241067	01	0000	0	1110	1000	4320	014	070	329500117001	(8.78)
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241242	01	0000	0	1110	1000	4320	021	070	332842788001	849.86
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241242	01	0000	0	1110	1000	4320	021	070	332858868001	219.73
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241242	01	0000	0	1110	1000	4320	021	070	332858873001	48.30
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241242	01	0000	0	1110	1000	4320	021	070	332858867001	87.55
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241375	01	0000	0	0000	7150	4320	090	714	332996788001	135.03
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	329634459003	314.35
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	332919461001	25.15
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	331267809001	113.06
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	331267800001	12.64
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	333638472001	21.95
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	332919462001	4.37
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	332919458001	70.18
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	329634459002	41.15
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241208	01	0000	0	1110	1000	4320	025	070	329634459001	5,808.92
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241323	01	3010	0	1110	1000	4320	022	301	331158709001	1,329.89
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241323	01	3010	0	1110	1000	4320	022	301	331254798001	39.54
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241375	01	0000	0	0000	7110	4322	090	713	332996788001	55.52
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241242	01	0000	0	1110	1000	5920	021	070	332842788001	60.00
ODP BUSINESS SOLUTIONS LLC Total													16,348.23
OFFICE RELIEF INC.	10/05/2023	887340	PO241135	01	0801	0	1110	1000	4320	032	180	INV29027795	216.24
OFFICE RELIEF INC. Total													216.24
OLDS, BARBARA	10/19/2023	890322	PV240283	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 2ND QTR FY 23-24	1,724.31
OLDS, BARBARA Total													1,724.31
ONG, KALLY	10/12/2023	888731	PV240265	01	0000	0	1110	1000	5210	033	070	CSU CONF SEP23	141.89
ONG, KALLY Total													141.89
OTIS ELEVATOR COMPANY	10/10/2023	888134	PO240709	01	8150	0	0000	8110	5600	090	741	100401305751	1,871.11
OTIS ELEVATOR COMPANY Total													1,871.11
OUTDOOR SUPPLY HARDWARE	10/10/2023	888135	PO240557	01	8150	0	0000	8110	4320	090	741	1651454523	466.15
OUTDOOR SUPPLY HARDWARE Total													466.15
P G & E	10/05/2023	887336	PO240581	01	0000	0	0000	8200	5510	090	760	7314282172-4 SEP23	39,721.99
P G & E Total													39,721.99
PACIFIC NURSERIES	10/03/2023	886223	PO240399	01	8150	0	0000	8110	4320	090	741	INV14809	144.48
PACIFIC NURSERIES Total													144.48

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PAPER & INK	10/24/2023	891221	PO240156	01	0000	0	1110	1000	5810	032	070	31048	889.99
PAPER & INK Total													889.99
PATRICK, SEAANNA	10/03/2023	886259	PV240235	01	0000	0	1110	1000	4322	090	762	PILOT MTG SEP23	45.51
PATRICK, SEAANNA	10/24/2023	891207	PV240304	01	0000	0	1110	1000	4322	090	762	LAB PILOT OCT23	29.95
PATRICK, SEAANNA Total													75.46
PATTERSON LIFT TRUCKS INC.	10/03/2023	886246	PO240450	01	8150	0	0000	8110	4320	090	741	4725111	277.65
PATTERSON LIFT TRUCKS INC. Total													277.65
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17185	340.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17186	1,020.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17187	680.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17188	680.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17189	340.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17190	340.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17191	340.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17209	230.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17281	379.87
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	4320	090	401	17416	340.00
PAXIS INSTITUTE	10/26/2023	893169	PO241480	01	0801	0	1110	1000	5899	090	401	16826	4,560.00
PAXIS INSTITUTE Total													9,249.87
PINE, CHRISTOPHER	10/05/2023	887298	PV240244	01	3213	0	1110	1000	5210	032	439	WRITING CONF. JUN23	317.70
PINE, CHRISTOPHER Total													317.70
PRASAD, SEEMAA	10/24/2023	891254	PV240317	01	9020	0	1110	1000	4320	031	356	FIELD TRIP SUPPLY OCT23	374.80
PRASAD, SEEMAA Total													374.80
PROCARE THERAPY	10/12/2023	888718	PO240796	01	6500	0	5760	1190	5899	090	245	20755370	2,760.00
PROCARE THERAPY	10/12/2023	888718	PO240796	01	6500	0	5760	1190	5899	090	245	20764949	2,220.00
PROCARE THERAPY	10/12/2023	888718	PO240796	01	6500	0	5760	1190	5899	090	245	20764950	2,780.00
PROCARE THERAPY	10/12/2023	888718	PO240796	01	6500	0	5760	1190	5899	090	245	20771816	2,906.40
PROCARE THERAPY Total													10,666.40
PRO-ED INC.	10/17/2023	889656	PO240221	01	9010	0	5001	3900	4320	090	350	2997750	112.07
PRO-ED INC.	10/17/2023	889656	PO240221	01	9010	0	5001	3900	4320	090	350	2997750-1	10.20
PRO-ED INC. Total													122.27
QUIZIZZ INC	10/10/2023	888173	PO241050	01	0801	0	1110	1000	5813	022	123	26521	1,178.00
QUIZIZZ INC	10/10/2023	888173	PO241050	01	3010	0	1110	1000	5813	022	301	26521	1,767.00
QUIZIZZ INC Total													2,945.00
R & H WHOLESALE SUPPLY INC	10/03/2023	886224	PO240437	01	8150	0	0000	8110	4320	090	741	594175-01	1,632.78
R & H WHOLESALE SUPPLY INC	10/03/2023	886224	PO240437	01	8150	0	0000	8110	4320	090	741	594271-00	1,088.52
R & H WHOLESALE SUPPLY INC	10/03/2023	886224	PO240437	01	8150	0	0000	8110	4320	090	741	596399-00	725.89
R & H WHOLESALE SUPPLY INC	10/03/2023	886224	PO240437	01	8150	0	0000	8110	4320	090	741	595871-00	145.89
R & H WHOLESALE SUPPLY INC	10/10/2023	888181	PO240437	01	8150	0	0000	8110	4320	090	741	594818-00	33.90
R & H WHOLESALE SUPPLY INC	10/19/2023	890308	PO240437	01	8150	0	0000	8110	4320	090	741	595856-00	299.74

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R & H WHOLESALE SUPPLY INC	10/26/2023	893160	PO240437	01	8150	0	0000	8110	4320	090	741	597934-00	961.56
R & H WHOLESALE SUPPLY INC	10/26/2023	893160	PO240437	01	8150	0	0000	8110	4320	090	741	598104-00	84.73
R & H WHOLESALE SUPPLY INC	10/26/2023	893160	PO240437	01	8150	0	0000	8110	4320	090	741	595652-00	318.63
R & H WHOLESALE SUPPLY INC	10/26/2023	893160	PO240437	01	8150	0	0000	8110	4320	090	741	598718-00	87.46
R & H WHOLESALE SUPPLY INC Total													5,379.10
RAINBOW IMAGES	10/05/2023	887337	PO241329	01	0000	0	1110	1000	4320	012	070	4744	494.44
RAINBOW IMAGES Total													494.44
READ NATURALLY INC	10/03/2023	886242	PO240004	01	0801	0	1110	1000	5813	010	123	261917	1,150.00
READ NATURALLY INC Total													1,150.00
READING PARTNERS	10/24/2023	891212	PV240309	01	0000	0	1110	1000	5899	090	717	10190	14,000.00
READING PARTNERS Total													14,000.00
READY REFRESH	10/03/2023	886206	PO240155	01	0000	0	1110	1000	4322	032	070	13I0029550423	150.01
READY REFRESH	10/12/2023	888738	PO240155	01	0000	0	1110	1000	4322	032	070	13J0029550423	569.64
READY REFRESH	10/24/2023	891238	PO240136	01	9010	0	1110	1000	4322	033	356	23J3707625400	210.90
READY REFRESH	10/31/2023	894014	PO240725	01	0000	0	0000	2110	4322	090	762	03H0033464884	41.09
READY REFRESH	10/31/2023	894014	PO240725	01	0000	0	0000	2110	4322	090	762	03I0033464884	135.43
READY REFRESH	10/31/2023	894014	PO240725	01	0000	0	0000	2110	4322	090	762	03J0033464884	41.09
READY REFRESH Total													1,148.16
REFRIGERATION SUPPLIES	10/03/2023	886207	PO240416	01	8150	0	0000	8110	4320	090	741	39353304-00	3,321.90
REFRIGERATION SUPPLIES	10/10/2023	888136	PO240416	01	8150	0	0000	8110	4320	090	741	39353643-00	27.87
REFRIGERATION SUPPLIES	10/17/2023	889671	PO240416	01	8150	0	0000	8110	4320	090	741	39356841-00	96.67
REFRIGERATION SUPPLIES	10/26/2023	893127	PO240416	01	8150	0	0000	8110	4320	090	741	39356513-00	67.01
REFRIGERATION SUPPLIES	10/26/2023	893127	PO240416	01	8150	0	0000	8110	4320	090	741	39356860-00	55.33
REFRIGERATION SUPPLIES	10/26/2023	893127	PO240416	01	8150	0	0000	8110	4320	090	741	39357223-00	32.76
REFRIGERATION SUPPLIES	10/26/2023	893161	PO240416	01	8150	0	0000	8110	4320	090	741	39357651-00	101.33
REFRIGERATION SUPPLIES Total													3,702.87
RESOURCE SOLUTIONS OF SF GROUP	10/03/2023	886243	PO240456	01	8150	0	0000	8110	4320	090	741	28310	2,578.22
RESOURCE SOLUTIONS OF SF GROUP	10/03/2023	886243	PO240456	01	8150	0	0000	8110	4320	090	741	28632	1,581.76
RESOURCE SOLUTIONS OF SF GROUP	10/03/2023	886243	PO240456	01	8150	0	0000	8110	4320	090	741	28636	64.83
RESOURCE SOLUTIONS OF SF GROUP	10/05/2023	887287	PO241194	01	0000	0	0000	0000	9320	000		28863	867.78
RESOURCE SOLUTIONS OF SF GROUP Total													5,092.59
RIDDELL/ALL AMERICAN SPORTS	10/10/2023	888143	PO241070	01	0000	0	1202	1000	4320	033	322	951943284	238.70
RIDDELL/ALL AMERICAN SPORTS Total													238.70
RIGG, RICHARD J	10/17/2023	889686	PV240284	01	0000	0	0000	7600	3701	090	810	CERTIFICATED 2ND QTR FY 23-24	454.59
RIGG, RICHARD J Total													454.59
RIVERA, ERIKA	10/24/2023	891263	PV240322	01	6500	0	5760	2490	5820	090	245	SEP23 MILEAGE	77.55
RIVERA, ERIKA Total													77.55
RO HEALTH	10/03/2023	886211	PO240900	01	6500	0	5760	1190	5899	090	245	143073	3,497.00
RO HEALTH	10/03/2023	886211	PO240900	01	6500	0	5760	1190	5899	090	245	146471	2,314.49
RO HEALTH	10/12/2023	888719	PO240900	01	6500	0	5760	1190	5899	090	245	147672	2,167.75

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RO HEALTH	10/12/2023	888719	PO240900	01	6500	0	5760	1190	5899	090	245	148253	2,167.75
RO HEALTH	10/31/2023	893974	PO240900	01	6500	0	5760	1190	5899	090	245	148936	2,330.25
RO HEALTH	10/31/2023	893974	PO240900	01	6500	0	5760	1190	5899	090	245	149577	2,969.31
RO HEALTH Total													15,446.55
ROBERT HALF	10/03/2023	886225	PO240842	01	0000	0	0000	7350	5899	090	717	62619035	1,575.00
ROBERT HALF	10/10/2023	888144	PO240545	01	0000	0	0000	7490	5899	090	716	62394419	1,658.63
ROBERT HALF	10/10/2023	888144	PO240545	01	0000	0	0000	7490	5899	090	716	62433361	1,658.63
ROBERT HALF	10/10/2023	888144	PO240545	01	0000	0	0000	7490	5899	090	716	62469408	1,658.63
ROBERT HALF	10/10/2023	888144	PO240545	01	0000	0	0000	7490	5899	090	716	62521841	1,658.63
ROBERT HALF	10/10/2023	888144	PO240545	01	0000	0	0000	7490	5899	090	716	62591721	1,658.63
ROBERT HALF	10/12/2023	888749	PO240842	01	0000	0	0000	7350	5899	090	717	62650412	1,687.50
ROBERT HALF	10/17/2023	889658	PO240842	01	0000	0	0000	7350	5899	090	717	62341757	1,687.50
ROBERT HALF	10/17/2023	889658	PO240842	01	0000	0	0000	7350	5899	090	717	62372459	1,695.60
ROBERT HALF	10/17/2023	889658	PO240842	01	0000	0	0000	7350	5899	090	717	62404341	1,691.55
ROBERT HALF	10/17/2023	889658	PO240842	01	0000	0	0000	7350	5899	090	717	62436138	1,672.65
ROBERT HALF	10/17/2023	889658	PO240842	01	0000	0	0000	7350	5899	090	717	62466700	1,016.55
ROBERT HALF	10/24/2023	891213	PO240842	01	0000	0	0000	7350	5899	090	717	62710743	1,361.70
ROBERT HALF	10/31/2023	893962	PO240545	01	0000	0	0000	7490	5899	090	716	62677538	1,658.63
ROBERT HALF	10/31/2023	893997	PO240842	01	0000	0	0000	7350	5899	090	717	62741595	1,687.50
ROBERT HALF Total													24,027.33
ROCKETT, JENNIFER	10/19/2023	890336	PV240286	01	6387	0	3800	1000	5210	090	CIG	CTE CON. SEP23	21.62
ROCKETT, JENNIFER Total													21.62
ROTMAN, STEVEN	10/31/2023	894031	PV240377	01	0801	0	1110	1000	4320	033	123	OCT23 SUPPLIES	111.50
ROTMAN, STEVEN Total													111.50
ROYAL PIN DONUTS	10/10/2023	888137	PO240075	01	0000	0	1110	1000	4322	090	762	676966	86.45
ROYAL PIN DONUTS	10/10/2023	888177	PO240075	01	0000	0	1110	1000	4322	090	762	676970	75.00
ROYAL PIN DONUTS	10/12/2023	888739	PO240120	01	0000	0	0000	7110	4322	090	713	676972	59.70
ROYAL PIN DONUTS	10/24/2023	891214	PO240075	01	0000	0	1110	1000	4322	090	762	676976	65.85
ROYAL PIN DONUTS	10/31/2023	894007	PO240544	01	0000	0	1110	1000	4322	021	070	676978	252.20
ROYAL PIN DONUTS	10/31/2023	894015	PO240663	01	9010	0	1110	1000	4322	014	356	676975	65.85
ROYAL PIN DONUTS Total													605.05
ROZZI'S REPRODUCTION & SUPPLY	10/10/2023	888182	PO240553	01	0000	0	0000	8200	5810	090	760	155860	505.59
ROZZI'S REPRODUCTION & SUPPLY Total													505.59
RTS SOLUTIONZ INC.	10/17/2023	889691	PO241320	01	0000	0	1110	1000	4320	090	762	#436504	481.24
RTS SOLUTIONZ INC. Total													481.24
SAFETY TRAINING SEMINARS	10/31/2023	893981	PO241459	01	0000	0	0000	7400	5899	090	716	6230	2,210.00
SAFETY TRAINING SEMINARS Total													2,210.00
SAFETY-KLEEN CORP	10/31/2023	894009	PO240422	01	0000	0	0000	8200	5860	090	760	92840561	531.08
SAFETY-KLEEN CORP Total													531.08
SAN FRANCISCO BAY AREA RAPID	10/10/2023	888145	PO241348	01	3218	0	1110	1000	5815	022	439	4108	2,139.50

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SAN FRANCISCO BAY AREA RAPID Total													2,139.50
SAN JOAQUIN COE	10/19/2023	890351	PO240588	01	0000	0	0000	7400	5899	090	715	242356	912.33
SAN JOAQUIN COE	10/19/2023	890351	PO240588	01	0000	0	0000	7490	5899	090	716	242356	912.33
SAN JOAQUIN COE Total													1,824.66
SAN MATEO COUNTY	10/17/2023	889659	PO241011	01	6546	0	5760	3120	5870	090	245	SSFUSD0423	12,323.19
SAN MATEO COUNTY	10/17/2023	889659	PO241011	01	3327	0	5760	3120	5870	090	245	SSFUSD0423	12,323.19
SAN MATEO COUNTY	10/17/2023	889659	PO241011	01	6546	0	5760	3120	5870	090	245	SSFUSDYE23	374.49
SAN MATEO COUNTY	10/17/2023	889659	PO241011	01	3327	0	5760	3120	5870	090	245	SSFUSDYE23	374.49
SAN MATEO COUNTY Total													25,395.36
SAN MATEO COUNTY MOCK TRIAL	10/26/2023	893128	PO241487	01	0000	0	1110	1000	5899	090	762	FY 23-24 SSFHS MOCK TRIAL	300.00
SAN MATEO COUNTY MOCK TRIAL Total													300.00
SAN MATEO LAWN MOWER SHOP	10/05/2023	887341	PO240400	01	8150	0	0000	8110	4320	090	741	234241	1,352.40
SAN MATEO LAWN MOWER SHOP Total													1,352.40
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240350	01	0000	0	0000	8200	5530	090	760	091-150-160 NOV23	13,662.72
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240351	01	0000	0	0000	8200	5530	090	760	091-082-990 NOV23	4,981.20
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240352	01	0000	0	0000	8200	5530	090	760	091-221-020 NOV23	8,021.28
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240353	01	0000	0	0000	8200	5530	090	760	091-251-010 NOV23	5,131.26
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240327	01	0000	0	0000	8200	5899	090	760	010-412-010 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240328	01	0000	0	0000	8200	5899	090	760	011-211-320 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240329	01	0000	0	0000	8200	5899	090	760	012-061-200 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240330	01	0000	0	0000	8200	5899	090	760	012-161-050 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240331	01	0000	0	0000	8200	5899	090	760	012-292-260 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240332	01	0000	0	0000	8200	5899	090	760	013-011-010 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240333	01	0000	0	0000	8200	5899	090	760	014-038-010 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240334	01	0000	0	0000	8200	5899	090	760	014-160-050 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240335	01	0000	0	0000	8200	5899	090	760	012-191-810 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240336	01	0000	0	0000	8200	5899	090	760	017-343-240 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240337	01	0000	0	0000	8200	5899	090	760	091-065-210 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240338	01	0000	0	0000	8200	5899	090	760	091-065-220 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240339	01	0000	0	0000	8200	5899	090	760	091-065-230 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240340	01	0000	0	0000	8200	5899	090	760	091-065-240 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240341	01	0000	0	0000	8200	5899	090	760	091-065-250 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240342	01	0000	0	0000	8200	5899	090	760	091-065-260 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240343	01	0000	0	0000	8200	5899	090	760	091-065-270 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240344	01	0000	0	0000	8200	5899	090	760	091-231-070 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240345	01	0000	0	0000	8200	5899	090	760	013-240-360 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240346	01	0000	0	0000	8200	5899	090	760	012-340-010 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240347	01	0000	0	0000	8200	5899	090	760	011-160-110 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240348	01	0000	0	0000	8200	5899	090	760	010-282-200 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240349	01	0000	0	0000	8200	5899	090	760	010-211-080 NOV23	20.78

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SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240350	01	0000	0	0000	8200	5899	090	760	091-150-160 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240351	01	0000	0	0000	8200	5899	090	760	091-082-990 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240352	01	0000	0	0000	8200	5899	090	760	091-221-020 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL	10/26/2023	893175	PV240353	01	0000	0	0000	8200	5899	090	760	091-251-010 NOV23	20.78
SANDIE ARNOTT -COUNTY TAX COLL Total													32,357.52
SANDS, GENA	10/17/2023	889662	PV240251	01	0801	0	1110	1000	5210	032	180	CSU CONF. AUG23	143.50
SANDS, GENA Total													143.50
SCANTRON CORPORATION	10/05/2023	887342	PO241215	01	0000	0	1110	1000	4320	033	070	56346	803.78
SCANTRON CORPORATION Total													803.78
SCHOLASTIC INC	10/03/2023	886231	PO241280	01	3010	0	1110	1000	4320	008	301	M7367444 2	2,934.59
SCHOLASTIC INC	10/05/2023	887338	PO241015	01	3010	0	1110	1000	4320	022	301	M7438090 8	6,071.77
SCHOLASTIC INC	10/05/2023	887338	PO241015	01	3010	0	1110	1000	4320	022	301	M7438090 8-1	149.23
SCHOLASTIC INC	10/05/2023	887343	PO241136	01	0801	0	1110	1000	4320	009	180	M7452760 7	3,114.80
SCHOLASTIC INC	10/05/2023	887343	PO241136	01	0801	0	1110	1000	4320	009	180	M7452760 7-1	311.55
SCHOLASTIC INC	10/05/2023	887288	PO241280	01	3010	0	1110	1000	4320	008	301	M7367444 2-1	285.74
SCHOLASTIC INC	10/10/2023	888138	PO241314	01	0000	0	1110	1000	4320	012	070	M7383079 6	539.32
SCHOLASTIC INC	10/10/2023	888138	PO241314	01	0000	0	1110	1000	4320	012	070	M7383079 6-1	53.94
SCHOLASTIC INC	10/19/2023	890365	PO240010	01	0801	0	1110	1000	4320	010	123	M7413762 1	1,227.95
SCHOLASTIC INC	10/31/2023	893998	PO240347	01	0801	0	1110	1000	4320	025	180	M7399416 2	1,073.88
SCHOLASTIC INC	10/10/2023	888138	PO241314	01	0000	0	1110	1000	5813	012	070	M7383079 6	129.36
SCHOLASTIC INC Total													15,892.13
SCHOOL DATEBOOKS	10/31/2023	893999	PO240006	01	3010	0	1110	1000	4320	022	301	S23-0268223	3,948.31
SCHOOL DATEBOOKS	10/31/2023	894016	PO240345	01	0801	0	1110	1000	4320	025	180	S23-0260760 BAL DUE	150.52
SCHOOL DATEBOOKS Total													4,098.83
SCHOOL HOUSE GROCERY	10/31/2023	893966	PO241405	01	9010	0	1110	1000	4322	022	356	9897 DUP	558.63
SCHOOL HOUSE GROCERY Total													558.63
SCHOOL OUTFITTERS	10/03/2023	886247	PO241089	01	2600	0	1110	1000	4420	090	358	INV14048967	4,168.39
SCHOOL OUTFITTERS	10/03/2023	886247	PO241089	01	2600	0	1110	1000	4420	090	358	INV14048967-1	846.55
SCHOOL OUTFITTERS	10/05/2023	887289	PO241160	01	2600	0	1110	1000	4420	090	358	INV14055063	8,788.95
SCHOOL OUTFITTERS	10/05/2023	887289	PO241160	01	2600	0	1110	1000	4420	090	358	INV14055063-1	1,211.05
SCHOOL OUTFITTERS	10/05/2023	887289	PO241160	01	0801	0	1110	1000	4420	013	180	INV14055063-1	119.50
SCHOOL OUTFITTERS Total													15,134.44
SCHOOL SAFETY SOLUTIONS LLC	10/03/2023	886248	PO240462	01	0000	0	0000	8200	5860	090	760	2892	313.81
SCHOOL SAFETY SOLUTIONS LLC Total													313.81
SCHOOL SERVICES OF CALIFORNIA,	10/19/2023	890309	PO240354	01	0000	0	0000	7350	5899	090	717	139400-IN	375.00
SCHOOL SERVICES OF CALIFORNIA, Total													375.00
SCHOOL SPECIALTY LLC	10/12/2023	888708	PO241175	01	0000	0	1110	1000	4320	010	070	208133228122	774.68
SCHOOL SPECIALTY LLC	10/12/2023	888740	PO241263	01	0801	0	1110	1000	4320	013	180	208133239849	309.62
SCHOOL SPECIALTY LLC	10/24/2023	891222	PO241382	01	0000	0	1110	1000	4320	010	070	208133291228	86.33
SCHOOL SPECIALTY LLC Total													1,170.63

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SCIENCE FROM SCIENTISTS	10/12/2023	888709	PO241284	01	3010	0	1110	1000	5899	014	301	121410	10,000.00
SCIENCE FROM SCIENTISTS Total													10,000.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	47133	3,493.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	47151	3,589.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	47490	7,438.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	47519	9,734.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	48073	12,780.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	48156	10,112.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	48774	8,044.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	48767	11,630.38
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	49533	9,155.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	49562	8,078.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	50298	11,539.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	50323	8,868.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	51124	10,273.00
SCOOT EDUCATION INC.	10/10/2023	888180	PO241343	01	0000	0	0000	7400	5899	090	715	51143	10,864.00
SCOOT EDUCATION INC. Total													125,597.38
SEELBACH, BRYAN	10/05/2023	887318	PV240234	01	0000	0	1203	1000	4320	033	322	TENNIS BALLS SEP23	92.27
SEELBACH, BRYAN	10/17/2023	889668	PV240266	01	0000	0	1203	1000	4320	033	322	OCT23 TENNIS BALLS	81.21
SEELBACH, BRYAN Total													173.48
SEHI COMPUTER PRODUCTS INC	10/03/2023	886208	PO241184	01	0000	0	0000	7340	4420	090	717	I00239870	532.90
SEHI COMPUTER PRODUCTS INC Total													532.90
SEI (STRATEGIC ENERGY	10/10/2023	888146	PO240860	01	9010	0	1110	1000	5899	002	356	4646	15,000.00
SEI (STRATEGIC ENERGY Total													15,000.00
SERVER SUPPLY.COM INC	10/31/2023	894026	PO241398	01	0000	0	0000	2424	4320	090	735	4132579	319.80
SERVER SUPPLY.COM INC Total													319.80
SERVICE PRESS INC.	10/03/2023	886232	PO241285	01	0000	0	1110	1000	5810	008	070	63469	270.17
SERVICE PRESS INC.	10/10/2023	888147	PO241082	01	0000	0	1110	1000	5810	021	070	63474	119.88
SERVICE PRESS INC.	10/31/2023	894000	PO241305	01	0000	0	1110	1000	5810	025	070	63477	244.54
SERVICE PRESS INC.	10/31/2023	894027	PO241473	01	0000	0	0000	7350	5810	090	717	63601	445.81
SERVICE PRESS INC. Total													1,080.40
SHAW, COURTNEY	10/12/2023	888732	PV240267	01	3213	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	21.10
SHAW, COURTNEY Total													21.10
SHIFFLER EQUIPMENT SALES INC	10/31/2023	893967	PO240546	01	8150	0	0000	8110	4320	090	741	2328603800	26.33
SHIFFLER EQUIPMENT SALES INC	10/31/2023	894032	PO240546	01	8150	0	0000	8110	4320	090	741	2329703000	35.24
SHIFFLER EQUIPMENT SALES INC Total													61.57
SHIHADEH, SAHAR	10/17/2023	889687	PV240281	01	0000	0	0000	7600	3702	090	810	2ND QTR FY 23-24	177.00
SHIHADEH, SAHAR Total													177.00
SIGILLO SUPPLY	10/19/2023	890310	PO240414	01	8150	0	0000	8110	4320	090	741	7013	2,242.02
SIGILLO SUPPLY	10/05/2023	887339	PO241359	01	8150	0	0000	8110	4420	090	741	6912	4,896.82

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SIGILLO SUPPLY Total													7,138.84
SILICON VALLEY	10/31/2023	894017	PO241441	01	0000	0	1202	1000	5814	033	322	FB-23228	1,740.00
SILICON VALLEY	10/31/2023	894017	PO241441	01	0000	0	1202	1000	5814	033	322	VB-23256	945.00
SILICON VALLEY	10/17/2023	889672	PO240173	01	0000	0	1110	1000	5899	032	322	FB-23216	2,610.00
SILICON VALLEY	10/24/2023	891223	PO241114	01	0000	0	1110	1000	5899	032	322	VB-23243	945.00
SILICON VALLEY Total													6,240.00
SONITROL/PACIFIC WEST SECURITY	10/10/2023	888161	PO240707	01	8150	0	0000	8300	5806	090	129	OCT23/VARIOUS	10,766.00
SONITROL/PACIFIC WEST SECURITY	10/19/2023	890311	PO240707	01	8150	0	0000	8300	5806	090	129	NOV23/VARIOUS	10,766.00
SONITROL/PACIFIC WEST SECURITY Total													21,532.00
SOUL SHOPPE	10/24/2023	891215	PO241190	01	3214	0	1110	1000	5813	012	339	SKY 12.1	4,350.00
SOUL SHOPPE	10/10/2023	888148	PO241278	01	0801	0	1110	1000	5899	002	180	BURI 9.1	14,300.00
SOUL SHOPPE Total													18,650.00
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74290	262.98
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74291	17.11
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74292	609.64
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74300	38.42
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74301	111.84
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74302	87.74
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74315	1.65
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74318	65.10
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74341	38.76
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74342	10.76
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74382	5.14
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74423	6.58
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74424	7.56
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74464	7.45
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74485	20.33
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74496	10.65
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74550	121.82
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74561	45.47
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74627	19.76
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74684	111.52
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74685	32.05
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74776	18.76
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74783	40.02
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74797	32.50
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74888	7.78
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	74936	21.62
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	75005	38.68
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	75018	94.68

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SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	75270	24.59
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	75333	9.00
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	75513	33.91
SOUTH CITY LUMBER & SUPPLY	10/17/2023	889705	PO240392	01	8150	0	0000	8110	4320	090	741	75532	57.12
SOUTH CITY LUMBER & SUPPLY	10/19/2023	890339	PO240392	01	8150	0	0000	8110	4320	090	741	74507	88.21
SOUTH CITY LUMBER & SUPPLY Total													2,099.20
SOUTH SAN FRANCISCO SCAVENGER	10/17/2023	889692	PO240708	01	0000	0	0000	8200	5540	090	760	1366970	6,158.89
SOUTH SAN FRANCISCO SCAVENGER	10/17/2023	889692	PO240230	01	6388	0	3800	1000	5899	032	318	1366970-1	125.54
SOUTH SAN FRANCISCO SCAVENGER Total													6,284.43
SPECTRUM CENTER INC.	10/26/2023	893144	PO240789	01	6500	0	5760	1180	5820	090	230	AUG23 SVC.	3,790.16
SPECTRUM CENTER INC.	10/26/2023	893170	PO240789	01	6500	0	5760	1180	5820	090	230	JUN23 20-30	3,207.60
SPECTRUM CENTER INC.	10/26/2023	893144	PO240789	01	6500	0	5760	1180	5870	090	230	AUG23 SVC.	15,591.28
SPECTRUM CENTER INC.	10/26/2023	893170	PO240789	01	6500	0	5760	1180	5870	090	230	JUN23 20-30	12,818.48
SPECTRUM CENTER INC.	10/26/2023	893144	PO240789	01	6500	0	5760	1180	5880	090	230	AUG23 SVC.	24,900.80
SPECTRUM CENTER INC.	10/26/2023	893170	PO240789	01	6500	0	5760	1180	5880	090	230	JUN23 20-30	19,822.00
SPECTRUM CENTER INC.	10/26/2023	893144	PO240789	01	6500	0	5760	1180	5899	090	230	AUG23 SVC.	1,025.42
SPECTRUM CENTER INC.	10/26/2023	893170	PO240789	01	6500	0	5760	1180	5899	090	230	JUN23 20-30	972.00
SPECTRUM CENTER INC. Total													82,127.74
SSF HIGH SCHOOL ASB	10/05/2023	887319	PV240233	01	0000	0	1110	1000	4320	033	070	GYM CLOTHES AUG23	2,825.00
SSF HIGH SCHOOL ASB	10/10/2023	888126	PV240241	01	9113	0	1110	1000	4322	033	356	BAND A/C 3007-0 DINNER SEP23	320.00
SSF HIGH SCHOOL ASB Total													3,145.00
STANDARD PLUMBING SUPPLY CO.	10/05/2023	887344	PO240431	01	8150	0	0000	8110	4320	090	741	UPNH21	19.99
STANDARD PLUMBING SUPPLY CO.	10/19/2023	890352	PO240431	01	8150	0	0000	8110	4320	090	741	UPL463	35.42
STANDARD PLUMBING SUPPLY CO.	10/19/2023	890352	PO240431	01	8150	0	0000	8110	4320	090	741	UPNL31	23.58
STANDARD PLUMBING SUPPLY CO.	10/19/2023	890352	PO240431	01	8150	0	0000	8110	4320	090	741	UQV799	23.68
STANDARD PLUMBING SUPPLY CO.	10/24/2023	891245	PO240431	01	8150	0	0000	8110	4320	090	741	URH084	31.89
STANDARD PLUMBING SUPPLY CO.	10/31/2023	894028	PO240431	01	8150	0	0000	8110	4320	090	741	UTK379	13.52
STANDARD PLUMBING SUPPLY CO.	10/31/2023	894028	PO240431	01	8150	0	0000	8110	4320	090	741	UTK734	10.61
STANDARD PLUMBING SUPPLY CO.	10/31/2023	894028	PO240431	01	8150	0	0000	8110	4320	090	741	UTK711	(13.52)
STANDARD PLUMBING SUPPLY CO.	10/31/2023	894033	PO240431	01	8150	0	0000	8110	4320	090	741	URW263	51.69
STANDARD PLUMBING SUPPLY CO.	10/31/2023	894033	PO240431	01	8150	0	0000	8110	4320	090	741	URV559	133.35
STANDARD PLUMBING SUPPLY CO. Total													330.21
STAPLES BUSINESS CREDIT	10/05/2023	887290	PO241126	01	0000	0	1110	1000	4320	002	070	7614695981-0-3	21.13
STAPLES BUSINESS CREDIT	10/05/2023	887290	PO241126	01	0000	0	1110	1000	4320	002	070	7614695981-0-2	147.00
STAPLES BUSINESS CREDIT	10/05/2023	887290	PO241126	01	0000	0	1110	1000	4320	002	070	7614695981-0-1	171.35
STAPLES BUSINESS CREDIT	10/10/2023	888183	PO241247	01	0000	0	1110	1000	4320	014	070	7615410731-0-1	87.69
STAPLES BUSINESS CREDIT Total													427.17
STATE OF CA DEPT OF JUSTICE	10/31/2023	894008	PV240374	01	0000	0	0000	7400	5840	090	715	685828	650.00
STATE OF CA DEPT OF JUSTICE	10/31/2023	894008	PV240374	01	0000	0	0000	7400	5841	090	715	685828	1,882.00
STATE OF CA DEPT OF JUSTICE Total													2,532.00

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STEPPING STONES GROUP LLC, THE	10/26/2023		CL230340	01	3310	0	5760	1110	5899	090	201		(9,293.31)
STEPPING STONES GROUP LLC, THE	10/31/2023	893975	PO240793	01	6500	0	5760	1190	5899	090	245	M0130785	45,683.60
STEPPING STONES GROUP LLC, THE	10/26/2023		CL230340	01	3310	0	0000	0000	9510	000			9,293.31
STEPPING STONES GROUP LLC, THE Total													45,683.60
STEWART CHEVROLET	10/12/2023	888741	PO240420	01	8150	0	0000	8110	4320	090	741	43116	85.07
STEWART CHEVROLET	10/12/2023	888741	PO240420	01	8150	0	0000	8110	4320	090	741	43118	85.07
STEWART CHEVROLET Total													170.14
STOOKEY, MELISSA	10/10/2023	888127	PV240243	01	7028	0	0000	3700	4320	090	820	STAPLES/SAFWY AUG/SEP23	406.47
STOOKEY, MELISSA Total													406.47
SUPER DUPER PUBLICATIONS	10/05/2023	887311	PO240293	01	9010	0	5001	3900	4320	090	350	2837859A	1,286.64
SUPER DUPER PUBLICATIONS Total													1,286.64
TAM, CINDY	10/03/2023	886260	PV240236	01	3218	0	1110	1000	5815	032	439	BART GROUP SEP23	344.20
TAM, CINDY Total													344.20
TAM, HELEN	10/26/2023	893154	PV240366	01	3010	0	1110	1000	4320	022	301	SEP23 SUPPLIES	26.10
TAM, HELEN Total													26.10
TESOL TRAINERS	10/10/2023	888178	PO240071	01	6266	0	1110	1000	5210	090	341	INV-0140	200.00
TESOL TRAINERS Total													200.00
TIMBREZA, WENDY	10/26/2023	893145	PV240323	01	6500	0	5760	2490	5820	090	245	SEP23 MILEAGE - PRKWY	9.83
TIMBREZA, WENDY	10/26/2023	893145	PV240324	01	6500	0	5760	2490	5820	090	245	SEP23 MILEAGE - JS	72.71
TIMBREZA, WENDY Total													82.54
TIMMONS, CHARLENE	10/24/2023	891234	PV240306	01	5634	0	1110	1000	5820	090	359	H/F YOUTH TRANS AUG23	110.84
TIMMONS, CHARLENE Total													110.84
TOLENTINO, CHRISTINA	10/26/2023	893137	PV240318	01	0000	0	0000	7400	5840	090	715	SEP22 LIVE SCAN	38.00
TOLENTINO, CHRISTINA Total													38.00
TOLENTINO, MARILOU	10/12/2023	888720	PV240252	01	0000	0	0000	7340	5210	090	717	CALPERS FORUM OCT23	1,733.60
TOLENTINO, MARILOU	10/24/2023	891209	PV240307	01	0000	0	0000	7340	5210	090	717	CALPERS CONF. OCT23	1,185.71
TOLENTINO, MARILOU Total													2,919.31
TPX COMMUNICATIONS CO.	10/24/2023	891202	PO240534	01	0000	0	0000	2424	5899	090	735	174989080-0	1,864.76
TPX COMMUNICATIONS CO. Total													1,864.76
TSANG, VIVIEN WING YAN	10/10/2023	888179	PO241156	01	3010	0	1110	1000	5801	016	301	23-24-02	756.00
TSANG, VIVIEN WING YAN	10/19/2023	890312	PO241156	01	3010	0	1110	1000	5801	016	301	23-24-03	756.00
TSANG, VIVIEN WING YAN Total													1,512.00
TURF & INDUSTRIAL EQUIPMENT CO	10/05/2023	887345	PO240430	01	8150	0	0000	8110	4320	090	741	IV47211A	19.82
TURF & INDUSTRIAL EQUIPMENT CO	10/05/2023	887345	PO240430	01	8150	0	0000	8110	4320	090	741	IV47211B	27.99
TURF & INDUSTRIAL EQUIPMENT CO	10/10/2023	888174	PO240430	01	8150	0	0000	8110	4320	090	741	IV47867	774.46
TURF & INDUSTRIAL EQUIPMENT CO	10/19/2023	890353	PO241012	01	0000	0	0000	8200	4420	090	760	UI21542	17,112.72
TURF & INDUSTRIAL EQUIPMENT CO Total													17,934.99
TURNITIN LLC	10/03/2023	886233	PO240106	01	0000	0	0000	3900	5813	090	305	IN-TII-23566	14,112.60
TURNITIN LLC Total													14,112.60
TWIG EDUCATION INC.	10/17/2023	889679	PO240194	01	6300	0	1110	1000	4100	090	307	950119	52,098.36

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TWIG EDUCATION INC.	10/17/2023	889679	PO240199	01	6300	0	1110	1000	4100	090	307	946371	46,998.91
TWIG EDUCATION INC.	10/17/2023	889679	PO240200	01	6300	0	1110	1000	4100	090	307	942390	14,328.32
TWIG EDUCATION INC.	10/17/2023	889679	PO240201	01	6300	0	1110	1000	4100	090	307	946073	13,943.19
TWIG EDUCATION INC. Total													127,368.78
ULINE	10/03/2023	886252	PO241181	01	6387	0	3800	1000	4320	090	CIG	168331669	1,660.17
ULINE Total													1,660.17
UNITED COACH TOURS	10/03/2023	886234	PO240936	01	0000	0	0000	3900	5821	033	322	20611LF	2,000.00
UNITED COACH TOURS	10/03/2023	886234	PO240936	01	0000	0	0000	3900	5821	033	322	20612LF	2,470.00
UNITED COACH TOURS	10/03/2023	886226	PO241310	01	3182	0	1110	1000	5821	031	387	20843LF	2,400.00
UNITED COACH TOURS	10/10/2023	888184	PO241408	01	3550	0	3800	1000	5821	032	333	20921ST	1,140.00
UNITED COACH TOURS	10/12/2023	888711	PO240144	01	0000	0	0000	3900	5821	033	322	20931ST	2,980.00
UNITED COACH TOURS	10/12/2023	888742	PO241372	01	0000	0	1110	1000	5821	032	070	20971ST	2,334.00
UNITED COACH TOURS	10/26/2023	893171	PO240936	01	0000	0	0000	3900	5821	033	322	20614LF	2,450.00
UNITED COACH TOURS	10/31/2023	894010	PO240117	01	0000	0	0000	3900	5821	032	322	20601ST-1	140.00
UNITED COACH TOURS	10/31/2023	894001	PO240936	01	0000	0	0000	3900	5821	033	322	20614LF-1	70.00
UNITED COACH TOURS	10/31/2023	894001	PO240936	01	0000	0	0000	3900	5821	033	322	20613LF	2,000.00
UNITED COACH TOURS	10/31/2023	893963	PO241408	01	3550	0	3800	1000	5821	032	333	20921ST-1	40.00
UNITED COACH TOURS Total													18,024.00
UNITED RENTALS	10/31/2023	893968	PO240384	01	8150	0	0000	8110	5600	090	741	212607124-013	29.67
UNITED RENTALS Total													29.67
UNITED SITE SERVICES	10/12/2023	888712	PO240633	01	0000	0	0000	8200	5600	090	760	114-13702728	105.15
UNITED SITE SERVICES	10/31/2023	894011	PO240633	01	0000	0	0000	8200	5600	090	760	INV-3901602	1,268.79
UNITED SITE SERVICES Total													1,373.94
UNITED SITE SERVICES OF CA INC	10/10/2023	888149	PO240633	01	0000	0	0000	8200	5600	090	760	INV-02053486	1,016.54
UNITED SITE SERVICES OF CA INC	10/10/2023	888149	PO240633	01	0000	0	0000	8200	5600	090	760	INV-02039511	1,268.79
UNITED SITE SERVICES OF CA INC Total													2,285.33
UPS STORE	10/31/2023	894012	PO240582	01	0000	0	0000	7400	5840	090	715	SEP23 SVCS	209.94
UPS STORE	10/31/2023	894012	PO240582	01	0000	0	0000	7490	5841	090	716	SEP23 SVCS	1,364.61
UPS STORE Total													1,574.55
VALENZUELA, JUDY	10/12/2023	888733	PV240268	01	6500	0	5760	1190	4320	090	245	SUPPLIES AUG23	4.12
VALENZUELA, JUDY Total													4.12
VEGA, LUCIA CORIA	10/24/2023	891264	PV240325	01	6500	0	5760	2490	5820	090	230	SEP23 MILEAGE	550.00
VEGA, LUCIA CORIA Total													550.00
VENTRIS LEARNING LLC	10/03/2023	886253	PO241148	01	0801	0	1110	1000	4320	013	123	20237823	175.81
VENTRIS LEARNING LLC Total													175.81
VIEYRA, GINA	10/17/2023	889669	PV240269	01	0000	0	0000	7602	5220	090	726	SEP23 TRANSPORTATION	222.32
VIEYRA, GINA	10/24/2023	891235	PV240308	01	0000	0	0000	7602	5820	090	726	SEP/OCT23 TRANSPORTION	327.57
VIEYRA, GINA Total													549.89
VITUG, ALVIN	10/10/2023	888128	PV240245	01	7029	0	0000	3700	5300	090	820	CSNA SUBSCRP AUG23	1,125.00
VITUG, ALVIN Total													1,125.00

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VRS CATERING CONNECTION	10/26/2023	893162	PO240868	01	0000	0	0000	2700	4322	090	762	22818	402.14
VRS CATERING CONNECTION Total													402.14
VWR INTERNATIONAL	10/12/2023	888710	PO240513	01	9010	0	1110	1000	4320	090	360	8814013375	68.57
VWR INTERNATIONAL	10/26/2023	893129	PO241131	01	9010	0	1110	1000	4320	090	360	8814028219	229.05
VWR INTERNATIONAL	10/26/2023	893129	PO241131	01	9010	0	1110	1000	4320	090	360	8814041391	134.57
VWR INTERNATIONAL	10/26/2023	893129	PO241131	01	9010	0	1110	1000	4320	090	360	8814042248	567.49
VWR INTERNATIONAL	10/26/2023	893129	PO241131	01	9010	0	1110	1000	4320	090	360	8814053810	149.92
VWR INTERNATIONAL	10/26/2023	893129	PO241131	01	9010	0	1110	1000	4320	090	360	8814098310	503.07
VWR INTERNATIONAL	10/31/2023	894034	PO241132	01	9010	0	1110	1000	4320	090	360	8814041390	134.57
VWR INTERNATIONAL	10/31/2023	894034	PO241132	01	9010	0	1110	1000	4320	090	360	8814028218	134.57
VWR INTERNATIONAL Total													1,921.81
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4320	033	333	8813932451	337.84
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4320	033	333	8813928158	297.74
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4320	033	333	8814008671	444.40
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4420	033	333	8813932451	1,204.19
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4420	033	333	8813932449	2,221.64
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4420	033	333	8813988582	1,153.41
VWR INTERNATIONAL LLC	10/05/2023	887291	PO241023	01	3550	0	3800	1000	4420	033	333	8814105682	3,099.64
VWR INTERNATIONAL LLC Total													8,758.86
WAVE	10/17/2023	889694	PO240355	01	0000	0	0000	2424	5850	090	735	078934301-0010409	1,775.95
WAVE Total													1,775.95
WEINGARTEN CHILDREN'S CENTER	10/03/2023	886212	PO240800	01	6500	0	5760	1180	5870	090	230	118234	950.00
WEINGARTEN CHILDREN'S CENTER	10/03/2023	886212	PO240800	01	6500	0	5760	1180	5880	090	230	118234	2,760.00
WEINGARTEN CHILDREN'S CENTER Total													3,710.00
WELLDOM INC	10/03/2023	886213	PO240898	01	6500	0	5760	1190	5870	090	245	1458	20,662.50
WELLDOM INC	10/03/2023	886213	PO240898	01	6500	0	5760	1190	5870	090	245	1459	8,400.00
WELLDOM INC	10/03/2023	886213	PO240898	01	6500	0	5760	1190	5870	090	245	1457	6,630.00
WELLDOM INC Total													35,692.50
WELLS FARGO	10/24/2023	891231	PV240294	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 SEP23	144.07
WELLS FARGO	10/24/2023	891231	PV240294	01	7029	0	0000	3700	4320	090	820	4484 6100 0318 1180 SEP23	944.34
WELLS FARGO	10/24/2023	891231	PV240294	01	7029	0	0000	3700	4320	090	820	4484 6100 0318 1180 SEP23	493.34
WELLS FARGO	10/24/2023	891231	PV240294	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 SEP23	180.84
WELLS FARGO	10/24/2023	891231	PV240294	01	6387	0	3800	1000	4320	090	CIG	4484 6100 0318 1180 SEP23	725.83
WELLS FARGO	10/24/2023	891231	PV240294	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 SEP23	297.95
WELLS FARGO	10/24/2023	891231	PV240294	01	7029	0	0000	3700	4320	090	820	4484 6100 0318 1180 SEP23	595.49
WELLS FARGO	10/24/2023	891231	PV240294	01	9219	0	1208	1000	4320	032	356	4484 6100 0318 1180 SEP23	36.21
WELLS FARGO	10/24/2023	891231	PV240294	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 SEP23	2,523.50
WELLS FARGO	10/24/2023	891231	PV240294	01	9219	0	1208	1000	4320	032	356	4484 6100 0318 1180 SEP23	92.76
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 SEP23	446.31
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	637.85

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WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	754.81
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	58.49
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 SEP23	330.15
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 SEP23	270.78
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	177	4484 6100 0318 1180 SEP23	31.47
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 SEP23	139.26
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	295.50
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	193.77
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 SEP23	62.32
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	177	4484 6100 0318 1180 SEP23	34.75
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	391.95
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 SEP23	316.90
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4320	090	762	4484 6100 0318 1180 SEP23	27.49
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7110	4322	090	713	4484 6100 0318 1180 SEP23	128.61
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7110	4322	090	713	4484 6100 0318 1180 SEP23	92.21
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7150	4322	090	714	4484 6100 0318 1180 SEP23	145.15
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 SEP23	54.83
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 SEP23	91.63
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 SEP23	65.56
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 SEP23	120.69
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 SEP23	466.80
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 SEP23	175.38
WELLS FARGO	10/24/2023	891231	PV240294	01	8150	0	0000	8110	5210	090	741	4484 6100 0318 1180 SEP23	100.00
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7300	5210	090	717	4484 6100 0318 1180 SEP23	1,100.00
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7340	5210	090	717	4484 6100 0318 1180 SEP23	305.00
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 SEP23	236.25
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 SEP23	249.00
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 SEP23	521.74
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 SEP23	693.72
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	5815	032	070	4484 6100 0318 1180 SEP23	120.50
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	1110	1000	5815	022	070	4484 6100 0318 1180 SEP23	9,602.00
WELLS FARGO	10/24/2023	891231	PV240294	01	3550	0	3800	1000	5899	033	333	4484 6100 0318 1180 SEP23	680.00
WELLS FARGO	10/24/2023	891231	PV240294	01	9215	0	1110	1000	5899	032	356	4484 6100 0318 1180 SEP23	262.00
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	2424	5899	090	735	4484 6100 0318 1180 SEP23	284.18
WELLS FARGO	10/24/2023	891231	PV240294	01	6387	0	3800	1000	5899	090	CIG	4484 6100 0318 1180 SEP23	820.00
WELLS FARGO	10/24/2023	891231	PV240294	01	0000	0	0000	0000	9320	000		4484 6100 0318 1180 SEP23	3,120.30
WELLS FARGO Total													29,461.68
WELLS FARGO VENDOR FIN SERV	10/19/2023	890366	PO240584	01	0000	0	1110	1000	5600	090	722	5027043566	181.04
WELLS FARGO VENDOR FIN SERV	10/26/2023	893163	PO240584	01	0000	0	1110	1000	5600	090	722	5027109297	8,025.28
WELLS FARGO VENDOR FIN SERV Total													8,206.32

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WESTERN PSYCHOLOGICAL SERVICES	10/03/2023	886254	PO240331	01	9010	0	5001	3150	4320	090	350	WPS-462981	2,755.05
WESTERN PSYCHOLOGICAL SERVICES Total													2,755.05
WILDCARE	10/03/2023	886209	PO241270	01	9010	0	1110	1000	5899	002	356	V7678	380.00
WILDCARE	10/03/2023	886209	PO241270	01	9010	0	1110	1000	5899	002	356	V7679	432.60
WILDCARE Total													812.60
WINGS LEARNING CENTER	10/03/2023	886214	PO240792	01	6500	0	5760	1180	5870	090	230	8271	3,282.00
WINGS LEARNING CENTER	10/17/2023	889663	PO240792	01	6500	0	5760	1180	5870	090	230	8332	6,252.99
WINGS LEARNING CENTER	10/03/2023	886214	PO240792	01	6500	0	5760	1180	5880	090	230	8271	4,830.00
WINGS LEARNING CENTER	10/17/2023	889663	PO240792	01	6500	0	5760	1180	5880	090	230	8332	6,210.00
WINGS LEARNING CENTER	10/17/2023	889663	PO240792	01	6500	0	5760	1180	5899	090	230	8332	190.95
WINGS LEARNING CENTER Total													20,765.94
WONG, ALANNA	10/12/2023	888721	PV240253	01	3213	0	1110	1000	5220	025	439	AUG23 STAFF RETREAT	22.80
WONG, ALANNA Total													22.80
WOODWIND & BRASSWIND	10/31/2023	893969	PO240166	01	0000	0	1110	1000	4320	032	070	ARINV67913800	2,055.82
WOODWIND & BRASSWIND	10/31/2023	894029	PO241316	01	0000	0	1110	1000	4320	025	322	ARINV68922818	70.87
WOODWIND & BRASSWIND Total													2,126.69
WRITE TOOLS, THE	10/03/2023	886227	PO241283	01	3010	0	1110	1000	5899	014	301	5690	7,250.00
WRITE TOOLS, THE Total													7,250.00
XEROX FINANCIAL SERVICES	10/17/2023	889695	PO240700	01	0000	0	0000	7550	5600	090	718	4892461	485.81
XEROX FINANCIAL SERVICES	10/31/2023	894035	PO240697	01	0000	0	0000	7350	5600	090	717	4892460	21.62
XEROX FINANCIAL SERVICES Total													507.43
YACOUB, SABRINA	10/05/2023	887300	PV240246	01	6500	0	5760	1190	4200	090	245	BOOKS SEP23	102.98
YACOUB, SABRINA	10/24/2023	891255	PV240319	01	6500	0	5760	1190	4320	090	245	MONITOR/CORDS OCT23	118.15
YACOUB, SABRINA Total													221.13
YANOVER, DAVID	10/19/2023	890337	PV240287	01	0000	0	0000	0000	9589	000		RPLC P/R CK#261990	6,990.60
YANOVER, DAVID Total													6,990.60
YOUNG AUDIENCES OF NORTHERN	10/24/2023	891216	PO240840	01	3010	0	1110	1000	5899	008	301	INV002208	1,250.00
YOUNG AUDIENCES OF NORTHERN Total													1,250.00
YOUNG, ALICIA	10/12/2023	888734	PV240270	01	0801	0	1110	1000	4320	022	180	PBIS REWARDS AUG23	272.82
YOUNG, ALICIA	10/05/2023	887301	PV240247	01	0000	0	1110	1000	4322	090	214	AUG23 MTGS	75.18
YOUNG, ALICIA Total													348.00
YOUR PARTY RENTAL COMPANY	10/24/2023	891239	PO241262	01	0000	0	0000	2140	5600	090	762	88204	1,046.75
YOUR PARTY RENTAL COMPANY	10/24/2023	891239	PO241262	01	0000	0	0000	2140	5600	090	762	88205	1,046.75
YOUR PARTY RENTAL COMPANY	10/24/2023	891239	PO241262	01	0000	0	0000	2140	5600	090	762	88273	437.75
YOUR PARTY RENTAL COMPANY Total													2,531.25
			FUND 01									**SUBTOTAL**	**4,025,860.14**
AT&T	10/05/2023	887348	PO240350	11	0000	0	4110	2700	5910	041	480	34701763 SEP23	47.80
AT&T	10/31/2023	894036	PO240350	11	0000	0	4110	2700	5910	041	480	34701763 OCT23	50.36
AT&T Total													98.16
BURLINGTON ENGLISH INC	10/10/2023	888169	PO241318	11	6391	0	4110	2490	5813	041	481	I18726	28,800.00

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Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
BURLINGTON ENGLISH INC Total													28,800.00
CALIFORNIA WATER SERVICE	10/24/2023	891236	PO240711	11	0000	0	0000	8200	5530	041	760	6907544444 SEP23	3,332.27
CALIFORNIA WATER SERVICE Total													3,332.27
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888155	PO241244	11	0000	0	0000	8200	4320	041	760	331467794001	139.75
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888155	PO241244	11	0000	0	0000	8200	4320	041	760	331469116002	23.89
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888155	PO241244	11	0000	0	0000	8200	4320	041	760	331469116001	5.76
ODP BUSINESS SOLUTIONS LLC Total													169.40
P G & E	10/05/2023	887336	PO240581	11	0000	0	0000	8200	5510	041	760	7314282172-4 SEP23	42.61
P G & E Total													42.61
PRASAD, SEEMAA	10/31/2023	893961	PV240373	11	6391	0	4110	2490	4320	041	481	OCT23 AD.ED. SUPPLIES	63.17
PRASAD, SEEMAA Total													63.17
PSI SERVICES LLC	10/12/2023	888737	PO240241	11	0000	0	4152	1000	5817	041	152	#04-22513925	17.00
PSI SERVICES LLC Total													17.00
			FUND 11							**SUBTOTAL**			**32,522.61**
AMAZON CAPITAL SERVICES	10/24/2023	891248	PO241085	12	9010	0	8530	1000	4320	002	832	14G6-HJK9-6TJL	166.88
AMAZON CAPITAL SERVICES	10/26/2023	893186	PO241439	12	9010	0	8530	1000	4320	002	832	14J9-PX4Q-4WP9	126.79
AMAZON CAPITAL SERVICES	10/26/2023	893186	PO241439	12	9010	0	8530	1000	4320	002	832	1DCW-C7HP-3XNW	8.08
AMAZON CAPITAL SERVICES	10/31/2023	893958	PO241485	12	9010	0	8533	1000	4320	045	833	1YJV-PQ7Y-49WR	47.98
AMAZON CAPITAL SERVICES	10/31/2023	893958	PO241485	12	6105	0	8510	1000	4320	045	830	1YJV-PQ7Y-49WR	47.98
AMAZON CAPITAL SERVICES Total													397.71
AT&T	10/05/2023	887348	PO240350	12	6105	0	8510	2700	5910	045	830	34701763 SEP23	47.80
AT&T	10/31/2023	894036	PO240350	12	6105	0	8510	2700	5910	045	830	34701763 OCT23	50.36
AT&T Total													98.16
CALIFORNIA WATER SERVICE	10/24/2023	891236	PO240711	12	6105	0	8535	8200	5530	045	835	6907544444 SEP23	117.89
CALIFORNIA WATER SERVICE	10/24/2023	891236	PO240711	12	6105	0	8510	8200	5530	045	830	6907544444 SEP23	82.16
CALIFORNIA WATER SERVICE	10/24/2023	891236	PO240711	12	9010	0	8533	8200	5530	045	833	6907544444 SEP23	117.89
CALIFORNIA WATER SERVICE Total													317.94
CHILDCARE CAREERS	10/03/2023	886255	PO240836	12	9010	0	8533	1000	5899	045	833	637710	1,428.44
CHILDCARE CAREERS	10/03/2023	886255	PO240836	12	9010	0	8533	1000	5899	045	833	637709	545.30
CHILDCARE CAREERS	10/05/2023	887313	PO240836	12	9010	0	8533	1000	5899	045	833	637708	1,446.03
CHILDCARE CAREERS	10/05/2023	887313	PO240836	12	6105	0	8535	1000	5899	045	835	637708	1,446.03
CHILDCARE CAREERS	10/05/2023	887324	PO240836	12	9010	0	8533	1000	5899	045	833	647694	596.25
CHILDCARE CAREERS	10/05/2023	887324	PO240836	12	6105	0	8535	1000	5899	045	835	647694	596.25
CHILDCARE CAREERS	10/05/2023	887324	PO240836	12	9010	0	8533	1000	5899	045	833	647695	2,921.55
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	9010	0	8533	1000	5899	045	833	646186	2,337.24
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	9010	0	8533	1000	5899	045	833	644271	2,598.17
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	9010	0	8533	1000	5899	045	833	646185	319.60
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	6105	0	8535	1000	5899	045	835	646185	319.60
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	9010	0	8533	1000	5899	045	833	644270	494.38
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	6105	0	8535	1000	5899	045	835	644270	494.38

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CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	9010	0	8533	1000	5899	045	833	654242	1,149.80
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	6105	0	8535	1000	5899	045	835	654242	1,149.80
CHILDCARE CAREERS	10/26/2023	893173	PO240836	12	9010	0	8533	1000	5899	045	833	654244	2,921.55
CHILDCARE CAREERS Total													20,764.37
CRYSTAL COMMUNICATIONS	10/05/2023	887327	PO241220	12	9302	0	8510	1000	4320	005	LIFT	0164235-IN	723.27
CRYSTAL COMMUNICATIONS	10/05/2023	887327	PO241220	12	9010	0	8533	1000	4320	045	833	0164235-IN	723.27
CRYSTAL COMMUNICATIONS Total													1,446.54
DISCOUNT SCHOOL SUPPLY	10/05/2023	887295	PO241170	12	9010	0	8530	1000	4320	006	832	P42475340101	321.53
DISCOUNT SCHOOL SUPPLY Total													321.53
EDUCATION TEAM, THE	10/05/2023	887325	PO241113	12	9010	0	8530	1000	5899	045	832	647693	4,737.39
EDUCATION TEAM, THE	10/24/2023	891198	PO241113	12	9010	0	8530	1000	5899	045	832	638990	471.40
EDUCATION TEAM, THE	10/24/2023	891198	PO241113	12	9010	0	8530	1000	5899	045	832	640573	942.80
EDUCATION TEAM, THE	10/24/2023	891198	PO241113	12	9010	0	8530	1000	5899	045	832	642374	851.00
EDUCATION TEAM, THE	10/26/2023	893132	PO241113	12	9010	0	8530	1000	5899	045	832	644269	5,531.54
EDUCATION TEAM, THE	10/26/2023	893132	PO241113	12	9010	0	8530	1000	5899	045	832	646184	3,599.80
EDUCATION TEAM, THE	10/26/2023	893174	PO241113	12	9010	0	8530	1000	5899	045	832	654241	4,156.32
EDUCATION TEAM, THE Total													20,290.25
GAMETIME	10/10/2023	888175	PO240851	12	9010	0	8510	1000	6410	045	858	PJI-0211629	36,433.18
GAMETIME	10/10/2023	888175	PO240851	12	9302	0	8510	1000	6410	005	LIFT	PJI-0211629	48,223.07
GAMETIME	10/10/2023	888175	PO240851	12	9033	0	8533	1000	6410	045	836	PJI-0211629	24,643.21
GAMETIME Total													109,299.46
HILLYARD	10/19/2023	890341	PO241411	12	9302	0	8510	1000	4320	005	LIFT	605272451	561.50
HILLYARD	10/19/2023	890341	PO241411	12	9010	0	8533	1000	4320	045	833	605272451	561.50
HILLYARD	10/31/2023	893978	PO240151	12	6105	0	8510	8200	4320	045	830	605227530	181.69
HILLYARD	10/31/2023	893978	PO240151	12	9010	0	8533	8200	4320	045	833	605227530	181.68
HILLYARD	10/31/2023	893978	PO240151	12	6105	0	8535	8200	4320	045	835	605227530	181.68
HILLYARD Total													1,668.05
LAKESHORE LEARNING	10/05/2023	887286	PO241028	12	9010	0	8533	1000	4420	045	833	239177090123	782.33
LAKESHORE LEARNING	10/05/2023	887286	PO241028	12	6105	0	8535	1000	4420	045	835	239177090123	782.34
LAKESHORE LEARNING Total													1,564.67
LOUDAN, ROSELLE MARIE	10/17/2023	889670	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23_23_7	3,295.43
LOUDAN, ROSELLE MARIE	10/31/2023	893980	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23_24_8	3,295.43
LOUDAN, ROSELLE MARIE Total													6,590.86
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241065	12	9302	0	8510	1000	4320	005	LIFT	328812246002	46.68
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241065	12	9010	0	8533	1000	4320	045	833	328812246002	46.68
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241171	12	9010	0	8530	1000	4320	006	832	328467527001	16.47
ODP BUSINESS SOLUTIONS LLC	10/10/2023	888129	PO241171	12	9010	0	8530	1000	4320	006	832	328435997001	349.61
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241235	12	9010	0	8530	1000	4320	002	832	332290646001	69.29
ODP BUSINESS SOLUTIONS LLC	10/17/2023	889702	PO241338	12	6105	0	8535	1000	4320	045	835	333691821001	79.81
ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241119	12	9010	0	8530	1000	4320	012	832	328267771001	412.33

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ODP BUSINESS SOLUTIONS LLC	10/24/2023	891256	PO241338	12	6105	0	8535	1000	4320	045	835	333691276001	114.25
ODP BUSINESS SOLUTIONS LLC	10/26/2023	893138	PO241119	12	9010	0	8530	1000	4320	012	832	328291380001	68.13
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241448	12	9010	0	8533	1000	4320	045	833	337818349001	354.42
ODP BUSINESS SOLUTIONS LLC	10/31/2023	894037	PO241448	12	6105	0	8535	1000	4320	045	835	337818349001	354.41
ODP BUSINESS SOLUTIONS LLC Total													1,912.08
P G & E	10/05/2023	887336	PO240581	12	6105	0	8510	8200	5510	045	830	7314282172-4 SEP23	598.31
P G & E	10/05/2023	887336	PO240581	12	9010	0	8533	8200	5510	045	833	7314282172-4 SEP23	822.97
P G & E	10/05/2023	887336	PO240581	12	6105	0	8535	8200	5510	045	835	7314282172-4 SEP23	822.97
P G & E	10/05/2023	887336	PO240581	12	9302	0	8510	8200	5510	005	LIFT	7314282172-4 SEP23	422.31
P G & E Total													2,666.56
RUDONI, ANGELA	10/12/2023	888750	PV240277	12	9010	0	8533	2700	5220	045	833	SEP23 MILEAGE	12.09
RUDONI, ANGELA Total													12.09
STAPLES BUSINESS CREDIT	10/03/2023	886251	CM240017	12	9302	0	8510	1000	4320	005	LIFT	7331826929-1-1	(57.14)
STAPLES BUSINESS CREDIT	10/03/2023	886251	CM240018	12	9302	0	8510	1000	4320	005	LIFT	7331826929-3-1	(45.54)
STAPLES BUSINESS CREDIT	10/03/2023	886251	CM240019	12	9302	0	8510	1000	4320	005	LIFT	7331826929-3-2	(9.86)
STAPLES BUSINESS CREDIT	10/03/2023	886251	CM240020	12	9302	0	8510	1000	4320	005	LIFT	7331826929-3-3	(26.79)
STAPLES BUSINESS CREDIT	10/03/2023	886251	PO241152	12	9010	0	8533	1000	4320	045	833	7615012752-0-1	203.69
STAPLES BUSINESS CREDIT	10/03/2023	886251	PO241152	12	6105	0	8535	1000	4320	045	835	7615012752-0-1	203.68
STAPLES BUSINESS CREDIT	10/05/2023	887310	PO241152	12	9010	0	8533	1000	4320	045	833	7615012752-0-2	22.85
STAPLES BUSINESS CREDIT	10/05/2023	887310	PO241152	12	6105	0	8535	1000	4320	045	835	7615012752-0-2	22.85
STAPLES BUSINESS CREDIT	10/05/2023	887310	PO241152	12	9010	0	8533	1000	4320	045	833	7615012752-0-3	58.44
STAPLES BUSINESS CREDIT	10/05/2023	887310	PO241152	12	6105	0	8535	1000	4320	045	835	7615012752-0-3	58.45
STAPLES BUSINESS CREDIT	10/05/2023	887310	PO241152	12	9010	0	8533	1000	4320	045	833	7615012752-0-4	63.44
STAPLES BUSINESS CREDIT	10/05/2023	887310	PO241152	12	6105	0	8535	1000	4320	045	835	7615012752-0-4	63.55
STAPLES BUSINESS CREDIT	10/17/2023	889693	PO241380	12	9010	0	8533	1000	4320	045	833	7616274401-0-1	45.38
STAPLES BUSINESS CREDIT	10/17/2023	889693	PO241380	12	6105	0	8535	1000	4320	045	835	7616274401-0-1	45.37
STAPLES BUSINESS CREDIT Total													648.37
			FUND 12									**SUBTOTAL**	**167,998.64**
ADVANCED INTEGRATED PEST MGMT	10/17/2023	889696	PO240096	13	5310	0	0000	3700	5807	090	820	2175516	83.00
ADVANCED INTEGRATED PEST MGMT	10/17/2023	889696	PO240096	13	5310	0	0000	3700	5807	090	820	2175517	83.00
ADVANCED INTEGRATED PEST MGMT	10/17/2023	889696	PO240096	13	5310	0	0000	3700	5807	090	820	2175518	83.00
ADVANCED INTEGRATED PEST MGMT Total													249.00
AMAZON CAPITAL SERVICES	10/17/2023	889697	PO241287	13	5310	0	0000	3700	4320	090	820	1CVP-3KGH-HD4F	29.38
AMAZON CAPITAL SERVICES	10/17/2023	889697	PO241299	13	5310	0	0000	3700	4320	090	820	1D1K-RMJF-QRD3	65.12
AMAZON CAPITAL SERVICES	10/03/2023	886264	PO241227	13	5310	0	0000	3700	4700	090	820	1RNV-MMJT-4X3J	119.97
AMAZON CAPITAL SERVICES	10/03/2023	886264	PO241227	13	5310	0	0000	3700	4700	090	820	1RNV-MMJT-4X3J A	6.99
AMAZON CAPITAL SERVICES Total													221.46
AT&T	10/05/2023	887348	PO240098	13	5310	0	0000	3700	5910	090	820	34701763-NS SEP23	41.82
AT&T	10/31/2023	894036	PO240098	13	5310	0	0000	3700	5910	090	820	34701763-NS OCT23	41.82
AT&T Total													83.64

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BABIERA, SARAH	10/12/2023	888722	MV240012	13	5310	0	0000	0000	8634	090	820	REFUND OCT23	24.50
BABIERA, SARAH Total													24.50
BONAMI BAKING COMPANY, THE	10/19/2023	890324	PO240097	13	5310	0	0000	3700	4700	090	820	P78164	876.00
BONAMI BAKING COMPANY, THE Total													876.00
CALIFORNIA DEPARTMENT OF TAX	10/19/2023	890320	PV240278	13	0000	0	0000	0000	9580	000		020-300028 SEP23	294.02
CALIFORNIA DEPARTMENT OF TAX Total													294.02
CALIFORNIA DEPT. OF TAX AND	10/24/2023	891265	PV240326	13	5310	0	0000	0000	8638	090	820	020-602564 SEP23	40.00
CALIFORNIA DEPT. OF TAX AND Total													40.00
DANIELSEN COMPANY	10/05/2023	887349	PO240270	13	5310	0	0000	3700	4700	090	820	312208	4,505.62
DANIELSEN COMPANY	10/17/2023	889698	PO240270	13	5310	0	0000	3700	4700	090	820	312766	12,725.88
DANIELSEN COMPANY	10/19/2023	890343	PO240270	13	5310	0	0000	3700	4700	090	820	313293	9,251.67
DANIELSEN COMPANY	10/31/2023	893988	PO240270	13	5310	0	0000	3700	4700	090	820	314018	9,403.47
DANIELSEN COMPANY Total													35,886.64
DAYLIGHT FOODS INC	10/10/2023	888153	PO240281	13	5310	0	0000	3700	4700	090	820	N26205	2,539.03
DAYLIGHT FOODS INC	10/10/2023	888153	PO240281	13	5310	0	0000	3700	4700	090	820	N34737	238.98
DAYLIGHT FOODS INC	10/10/2023	888153	PO240281	13	5310	0	0000	3700	4700	090	820	N35934	2,010.30
DAYLIGHT FOODS INC	10/10/2023	888153	PO240281	13	5310	0	0000	3700	4700	090	820	N35935	35.00
DAYLIGHT FOODS INC	10/10/2023	888153	PO240281	13	5310	0	0000	3700	4700	090	820	N36706	1,754.88
DAYLIGHT FOODS INC	10/17/2023	889699	PO240281	13	5310	0	0000	3700	4700	090	820	N38051	109.98
DAYLIGHT FOODS INC	10/26/2023	893183	PO240281	13	5310	0	0000	3700	4700	090	820	N42536	623.72
DAYLIGHT FOODS INC	10/26/2023	893183	PO240281	13	5310	0	0000	3700	4700	090	820	N42537	63.59
DAYLIGHT FOODS INC	10/26/2023	893183	PO240281	13	5310	0	0000	3700	4700	090	820	N43095	3,153.35
DAYLIGHT FOODS INC	10/26/2023	893183	PO240281	13	5310	0	0000	3700	4700	090	820	N45769	2,670.87
DAYLIGHT FOODS INC	10/31/2023	893989	PO240281	13	5310	0	0000	3700	4700	090	820	N43094	19.25
DAYLIGHT FOODS INC Total													13,218.95
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	6396539	21.90
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	6501594	880.00
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	6502176	11,732.36
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	6522708	67.08
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	1509274	(616.55)
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	6522653	1,961.75
GOLD STAR FOODS	10/03/2023	886218	PO240271	13	5310	0	0000	3700	4700	090	820	6503000	67.08
GOLD STAR FOODS	10/05/2023	887350	PO240271	13	5310	0	0000	3700	4700	090	820	6396543	979.90
GOLD STAR FOODS	10/05/2023	887350	PO240271	13	5310	0	0000	3700	4700	090	820	6441822	1,525.76
GOLD STAR FOODS	10/05/2023	887350	PO240271	13	5310	0	0000	3700	4700	090	820	6544080	2,869.32
GOLD STAR FOODS	10/05/2023	887350	PO240271	13	5310	0	0000	3700	4700	090	820	6562470	777.80
GOLD STAR FOODS	10/10/2023	888154	PO240271	13	5310	0	0000	3700	4700	090	820	6454966	2,496.78
GOLD STAR FOODS	10/19/2023	890325	PO240271	13	5310	0	0000	3700	4700	090	820	6556742	1,513.30
GOLD STAR FOODS	10/19/2023	890325	PO240271	13	5310	0	0000	3700	4700	090	820	6585526	4,690.70
GOLD STAR FOODS	10/19/2023	890325	PO240271	13	5310	0	0000	3700	4700	090	820	6396546	968.95

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GOLD STAR FOODS	10/19/2023	890325	PO240271	13	5310	0	0000	3700	4700	090	820	6591986	4,703.52
GOLD STAR FOODS	10/24/2023	891187	PO240271	13	5310	0	0000	3700	4700	090	820	6501571	901.90
GOLD STAR FOODS	10/24/2023	891187	PO240271	13	5310	0	0000	3700	4700	090	820	6640809	1,534.99
GOLD STAR FOODS	10/24/2023	891187	PO240271	13	5310	0	0000	3700	4700	090	820	6609870	7,672.46
GOLD STAR FOODS	10/24/2023	891187	PO240271	13	5310	0	0000	3700	4700	090	820	6627722	562.15
GOLD STAR FOODS	10/26/2023	893184	PO240271	13	5310	0	0000	3700	4700	090	820	6667318	622.70
GOLD STAR FOODS	10/26/2023	893184	PO240271	13	5310	0	0000	3700	4700	090	820	6509105	3,573.42
GOLD STAR FOODS	10/26/2023	893184	PO240271	13	5310	0	0000	3700	4700	090	820	6649779	24.80
GOLD STAR FOODS	10/26/2023	893184	PO240271	13	5310	0	0000	3700	4700	090	820	6668942	762.60
GOLD STAR FOODS	10/31/2023	893990	PO240271	13	5310	0	0000	3700	4700	090	820	6541724	215.55
GOLD STAR FOODS	10/31/2023	893990	PO240271	13	5310	0	0000	3700	4700	090	820	6641931	8,944.19
GOLD STAR FOODS Total													59,454.41
GRAINGER	10/31/2023	893991	PO241478	13	5310	0	0000	3700	4320	090	820	9877183351	770.54
GRAINGER Total													770.54
IMPERIAL BAG	10/03/2023	886219	PO240275	13	5310	0	0000	3700	4340	090	820	14608766	647.72
IMPERIAL BAG	10/09/2023	886219	PO240275	13	5310	0	0000	3700	4340	090	820	14608766	(647.72)
IMPERIAL BAG Total													-
IMPERIAL DADE WEST COAST	10/19/2023	890334	PO240275	13	5310	0	0000	3700	4340	090	820	14608766-1	647.72
IMPERIAL DADE WEST COAST	10/24/2023	891188	PO240275	13	5310	0	0000	3700	4340	090	820	14796670	779.97
IMPERIAL DADE WEST COAST	10/31/2023	893992	PO240275	13	5310	0	0000	3700	4340	090	820	14720506	4,916.47
IMPERIAL DADE WEST COAST	10/31/2023	893992	PO240275	13	5310	0	0000	3700	4340	090	820	14793017	(107.95)
IMPERIAL DADE WEST COAST Total													6,236.21
INDIVIDUAL FOODSERVICE	10/17/2023	889700	PO240282	13	5310	0	0000	3700	4340	090	820	641869-00	1,085.70
INDIVIDUAL FOODSERVICE Total													1,085.70
ODP BUSINESS SOLUTIONS LLC	10/05/2023	887352	PO240268	13	5310	0	0000	3700	4320	090	820	332225278001	444.29
ODP BUSINESS SOLUTIONS LLC	10/26/2023	893164	PO240268	13	5310	0	0000	3700	4320	090	820	332224876001	501.02
ODP BUSINESS SOLUTIONS LLC	10/26/2023	893164	PO240268	13	5310	0	0000	3700	4320	090	820	332003326001	72.53
ODP BUSINESS SOLUTIONS LLC Total													1,017.84
PRODUCERS DAIRY FOODS INC.	10/10/2023	888156	PO240276	13	5310	0	0000	3700	4700	090	820	48085283573	2,323.85
PRODUCERS DAIRY FOODS INC.	10/10/2023	888156	PO240276	13	5310	0	0000	3700	4700	090	820	48085284197	1,472.22
PRODUCERS DAIRY FOODS INC.	10/10/2023	888156	PO240276	13	5310	0	0000	3700	4700	090	820	48085284476	1,472.22
PRODUCERS DAIRY FOODS INC.	10/19/2023	890342	PO240276	13	5310	0	0000	3700	4700	090	820	48085285320	2,531.24
PRODUCERS DAIRY FOODS INC.	10/19/2023	890342	PO240276	13	5310	0	0000	3700	4700	090	820	48085286424	1,497.96
PRODUCERS DAIRY FOODS INC.	10/19/2023	890342	PO240276	13	5310	0	0000	3700	4700	090	820	48085287057	2,531.24
PRODUCERS DAIRY FOODS INC.	10/19/2023	890342	PO240276	13	5310	0	0000	3700	4700	090	820	48085287985	1,497.96
PRODUCERS DAIRY FOODS INC.	10/24/2023	891184	PO240276	13	5310	0	0000	3700	4700	090	820	48085285721	1,497.96
PRODUCERS DAIRY FOODS INC.	10/24/2023	891184	PO240276	13	5310	0	0000	3700	4700	090	820	48085287488	1,497.96
PRODUCERS DAIRY FOODS INC.	10/31/2023	893982	PO240276	13	5310	0	0000	3700	4700	090	820	48085288345	2,531.24
PRODUCERS DAIRY FOODS INC.	10/31/2023	893982	PO240276	13	5310	0	0000	3700	4700	090	820	48085288969	1,497.96
PRODUCERS DAIRY FOODS INC.	10/31/2023	893982	PO240276	13	5310	0	0000	3700	4700	090	820	48085289463	1,497.96

BOARD WARRANT REGISTER

OCTOBER 1 TO OCTOBER 31, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
PRODUCERS DAIRY FOODS INC. Total													21,849.77
STOOKEY, MELISSA	10/10/2023	888127	PV240243	13	5310	0	0000	3700	4320	090	820	STAPLES/SAFWY AUG/SEP23	4.93
STOOKEY, MELISSA	10/10/2023	888127	PV240243	13	5310	0	0000	3700	4322	090	820	STAPLES/SAFWY AUG/SEP23	14.98
STOOKEY, MELISSA	10/05/2023	887299	PV240242	13	5310	0	0000	3700	4340	090	820	THERMOMETER SEP23	32.94
STOOKEY, MELISSA	10/24/2023	891208	PV240305	13	0000	0	0000	3700	5920	090	820	FED EX OCT23	14.19
STOOKEY, MELISSA Total													67.04
SYSCO FD SVCS OF SAN FRANCISCO	10/10/2023	888157	PO240514	13	5310	0	0000	3700	4700	090	820	650052954	1,739.81
SYSCO FD SVCS OF SAN FRANCISCO	10/26/2023	893165	PO240514	13	5310	0	0000	3700	4700	090	820	650101079	7,405.99
SYSCO FD SVCS OF SAN FRANCISCO	10/26/2023	893165	PO240514	13	5310	0	0000	3700	4700	090	820	650109330	497.60
SYSCO FD SVCS OF SAN FRANCISCO Total													9,643.40
			FUND 13							**SUBTOTAL**			**151,019.12**
DUBOIS ROOFING INC	10/10/2023	888142	PO240996	14	0000	0	0000	8500	6200	008	748	7814	74,584.50
DUBOIS ROOFING INC Total													74,584.50
E.F. BRETT AND COMPANY INC.	10/24/2023	891199	PO240902	14	0000	0	0000	8500	6270	005	945	PAY APP# 2	20,194.68
E.F. BRETT AND COMPANY INC.	10/24/2023	891199	PO240902	14	0000	0	0000	8500	6270	008	945	PAY APP# 2	28,331.68
E.F. BRETT AND COMPANY INC.	10/24/2023	891199	PO240902	14	0000	0	0000	8500	6270	013	945	PAY APP# 2	101,030.69
E.F. BRETT AND COMPANY INC.	10/24/2023	891199	PO240902	14	0000	0	0000	8500	6270	022	945	PAY APP# 2	19,691.68
E.F. BRETT AND COMPANY INC. Total													169,248.73
NINYO & MOORE GEOTECHNICAL AND	10/10/2023	888176	PO241124	14	0000	0	0000	8500	6270	005	925	278968	3,815.00
NINYO & MOORE GEOTECHNICAL AND	10/24/2023	891220	PO241124	14	0000	0	0000	8500	6270	005	925	277745	2,489.50
NINYO & MOORE GEOTECHNICAL AND	10/31/2023	894006	PO241124	14	0000	0	0000	8500	6270	005	925	278367	7,685.00
NINYO & MOORE GEOTECHNICAL AND Total													13,989.50
RAPOSO ENGINEERING INC	10/17/2023	889657	PO240294	14	0000	0	0000	8500	6270	005	925	PAY APP#4	352,663.96
RAPOSO ENGINEERING INC Total													352,663.96
SAN FRANCISCO ROOFING	10/24/2023	891201	PO240777	14	0000	0	0000	8500	6200	033	748	PAY APP# 1	77,425.00
SAN FRANCISCO ROOFING Total													77,425.00
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	14	0000	0	0000	8500	6272	005	925	JUN23 SVC	998.40
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	14	0000	0	0000	8500	6272	005	925	JUL23 SVC.	323.44
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	14	0000	0	0000	8500	6272	005	925	AUG23 SVC	700.24
SAVIDGE, WILLIAM Total													2,022.08
			FUND 14							**SUBTOTAL**			**689,933.77**
BAY AREA NEWS GROUP	10/24/2023	891210	PO241471	21	9010	0	0000	8500	5811	090	902	1391738	1,066.72
BAY AREA NEWS GROUP Total													1,066.72
KITCHELL/CEM INC.	10/12/2023	888702	PO241307	21	9010	0	0000	8500	6205	098	900	114892	29,115.50
KITCHELL/CEM INC.	10/12/2023	888735	PO241307	21	9010	0	0000	8500	6205	098	900	115243	44,245.00
KITCHELL/CEM INC. Total													73,360.50
ROZZI'S REPRODUCTION & SUPPLY	10/24/2023	891211	PO241453	21	9010	0	0000	8500	6260	098	902	155864	632.61
ROZZI'S REPRODUCTION & SUPPLY Total													632.61
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	21	9010	0	0000	8500	6272	098	902	JUL23 SVC.	280.18
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	21	0000	0	0000	8500	6272	098	902	JUL23 SVC.	46.62

BOARD WARRANT REGISTER
OCTOBER 1 TO OCTOBER 31, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	21	9010	0	0000	8500	6272	098	902	AUG23 SVC	3,420.80
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	21	0000	0	0000	8500	6272	098	902	AUG23 SVC	570.80
SAVIDGE, WILLIAM Total													4,318.40
WELLS FARGO	10/24/2023	891231	PV240294	21	9010	0	0000	8500	5210	098	902	4484 6100 0318 1180 SEP23	50.00
WELLS FARGO	10/24/2023	891231	PV240294	21	9010	0	0000	8500	5210	098	902	4484 6100 0318 1180 SEP23	50.00
WELLS FARGO Total													100.00
			FUND 21									**SUBTOTAL**	**79,478.23**
CONEXWEST	10/19/2023	890307	PO240329	40	9010	0	0000	8200	5600	032	926	INV-250583	1,030.63
CONEXWEST Total													1,030.63
CUMISKEY CONSTRUCTION	10/26/2023	893193	PO240821	40	9010	0	0000	8500	6270	009	954	PAY APP# 3	101,098.66
CUMISKEY CONSTRUCTION	10/26/2023	893193	PO240821	40	9010	0	0000	8500	6270	012	954	PAY APP# 3	101,098.67
CUMISKEY CONSTRUCTION	10/26/2023	893193	PO240821	40	9010	0	0000	8500	6270	021	954	PAY APP# 3	101,098.67
CUMISKEY CONSTRUCTION Total													303,296.00
CUMMING CONSTRUCTION	10/05/2023	887305	PO240737	40	9010	0	0000	8500	6272	090	945	132550	20,152.50
CUMMING CONSTRUCTION	10/24/2023	891242	PO240737	40	9010	0	0000	8500	6272	090	945	134245	13,625.00
CUMMING CONSTRUCTION Total													33,777.50
DAN'S DRILLING & FENCING INC.	10/10/2023	888171	PO241346	40	9010	0	0000	8500	6170	007	964	5324	1,360.00
DAN'S DRILLING & FENCING INC.	10/10/2023	888171	PO241347	40	9010	0	0000	8500	6170	012	964	5342	2,825.00
DAN'S DRILLING & FENCING INC.	10/17/2023	889655	PO240783	40	9010	0	0000	8500	6170	022	964	5389	15,160.00
DAN'S DRILLING & FENCING INC.	10/19/2023	890350	PO241294	40	9010	0	0000	8500	6170	013	964	5426	5,740.00
DAN'S DRILLING & FENCING INC. Total													25,085.00
DSA OAKLAND REGIONAL OFFICE	10/24/2023	891246	PO241479	40	9010	0	0000	8500	6230	032	926	01-121228 - ACS	7,250.00
DSA OAKLAND REGIONAL OFFICE	10/24/2023	891246	PO241479	40	9010	0	0000	8500	6230	032	926	01-121228 - FLS	7,000.00
DSA OAKLAND REGIONAL OFFICE	10/24/2023	891246	PO241479	40	9010	0	0000	8500	6230	032	926	01-121228 - SS	18,450.00
DSA OAKLAND REGIONAL OFFICE Total													32,700.00
HARLEY ELLIS DEVEREAUX	10/03/2023	886203	PO240766	40	9010	0	0000	8500	6210	033	926	985939	2,325.73
HARLEY ELLIS DEVEREAUX	10/24/2023	891219	PO240766	40	9010	0	0000	8500	6210	033	926	986278	930.29
HARLEY ELLIS DEVEREAUX Total													3,256.02
METEOR EDUCATION LLC	10/24/2023	891237	PO240483	40	9010	0	0000	8110	4320	033	741	119202	99,784.20
METEOR EDUCATION LLC Total													99,784.20
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	090	945	JUN23 SVC	998.40
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	032	926	JUN23 SVC	998.40
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	021	931	JUN23 SVC	998.40
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	090	954	JUN23 SVC	998.40
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	090	945	JUL23 SVC.	323.44
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	032	926	JUL23 SVC.	323.44
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	021	931	JUL23 SVC.	323.44
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	090	954	JUL23 SVC.	323.44
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	090	945	AUG23 SVC	700.24
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	032	926	AUG23 SVC	700.24

BOARD WARRANT REGISTER
OCTOBER 1 TO OCTOBER 31, 2023

Vendor Name	Effective Date	Warrant #	Reference #	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Payment
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	021	931	AUG23 SVC	700.24
SAVIDGE, WILLIAM	10/05/2023	887312	PO241308	40	9010	0	0000	8500	6272	090	954	AUG23 SVC	700.24
SAVIDGE, WILLIAM Total													8,088.32
SOUTHWEST CONSTRUCTION &	10/05/2023	887309	PO240820	40	9010	0	0000	8500	6270	033	926	PAY APP #9	35,630.43
SOUTHWEST CONSTRUCTION & Total													35,630.43
WELLS FARGO	10/24/2023	891231	PV240294	40	9010	0	0000	8110	5899	090	902	4484 6100 0318 1180 SEP23	70.19
WELLS FARGO	10/24/2023	891231	PV240294	40	9010	0	0000	8110	5899	090	902	4484 6100 0318 1180 SEP23	2,347.50
WELLS FARGO Total													2,417.69
			FUND 40							**SUBTOTAL**			**545,065.79**
UNIVERSITY OF CA SANTA BARBARA	10/03/2023	886244	PO241225	73	0000	0	9000	3900	5880	033	717	UCSB PER ID#A119C36	2,500.00
UNIVERSITY OF CA SANTA BARBARA Total													2,500.00
			FUND 73							**SUBTOTAL**			**2,500.00**
Grand Total													**5,694,378.30**

WARRANTS BY FUND SUMMARY		
01	GENERAL FUND	4,025,860.14
11	ADULT EDUCATION FUND	32,522.61
12	CHILD DEVELOPMENT FUND	167,998.64
13	NUTRITION SERVICES FUND	151,019.12
14	DEFERRED MAINTENANCE	689,933.77
21	BUILIDING FUND (BOND)	79,478.23
25	CAPITAL FACILITES FUND	-
40	SPECIAL RESERVE FUND	545,065.79
73	FOUNDATION TRUST FUND	2,500.00
TOTAL WARRANT REGISTER		**5,694,378.30**

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: December 14, 2023

RE: Cash Receipts Summary – October 1 - October 31, 2023

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of October 1 - October 31, 2023. The Report is shown by Fund.

FISCAL IMPLICATIONS:

The Cash Receipts Summary Report represents revenues received by the District for the period of October 1 - October 31, 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: 10/1/2023 To: 10/31/2023)
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 CURR YR	4,273,553.00	302,096.00	939,854.00	-	3,333,699.00	0.2	0.8
8012	EPA ENTITLEMENT	1,520,912.00	-	388,782.00	-	1,132,130.00	0.3	0.7
8021	HOMEOWNERS' EXEMPTION	371,035.87	-	-	-	371,035.87	-	1.0
8029	OTHR SUBVENT/IN-LIEU TAX	5,869.97	-	-	-	5,869.97	-	1.0
8041	SECURED ROLLS TAX	89,552,845.30	-	-	-	89,552,845.30	-	1.0
8042	UNSECURED ROLL TAXES	370,924.63	(328,029.50)	(328,029.50)	-	698,954.13	(0.9)	1.9
8043	PRIOR YEARS' TAXES	77,645.52	(10,986.97)	(10,986.97)	-	88,632.49	(0.1)	1.1
8047	COMM REDEVLPMNT FUNDS	24,500,000.00	-	2,273,556.40	-	22,226,443.60	0.1	0.9
8097	PROPERTY TAXES TRANSFERS	6,987,477.15	(85,422.90)	1,077,182.77	-	5,910,294.38	0.2	0.8
8181	SP ED ENTITL PER UDC	1,691,026.27	-	-	-	1,691,026.27	-	1.0
8182	SP ED DISCRETNARY GRANTS	166,366.14	92,598.52	92,598.52	-	73,767.62	0.6	0.4
8285	INTAGENCY CONTR BETW LEAS	16,553.50	-	0.03	-	16,553.47	0.0	1.0
8290	ALL OTHER FEDERAL REVENUE	1,516,334.01	527,059.03	1,118,627.28	-	397,706.73	0.7	0.3
8319	OTHER ST APPORTNMNT-PR YR	-	-	21,734.00	-	(21,734.00)	-	-
8550	MANDATED COST REIMBURSE	358,276.45	-	-	-	358,276.45	-	1.0
8560	STATE LOTTERY REVENUE	1,824,929.00	(481,019.00)	132,021.94	-	1,692,907.06	0.1	0.9
8587	P-THU REV FROM ST SOURCES	-	-	151,721.50	-	(151,721.50)	-	-
8590	ALL OTHER STATE REVENUES	12,067,447.76	542,901.38	2,658,566.56	-	9,408,881.20	0.2	0.8
8625	COM REDEVEL FUND NOT SUBJ	3,000,000.00	-	-	-	3,000,000.00	-	1.0
8631	SALE OF EQUIP & SUPPLIES	4,375.00	-	-	-	4,375.00	-	1.0
8650	LEASES AND RENTALS	956,550.29	44,103.28	273,565.41	-	682,984.88	0.3	0.7
8660	INTEREST/FY21 INTEREST INCOME	944,075.60	470,636.38	470,636.38	-	473,439.22	0.5	0.5
8699	ALL OTHER LOCAL REVENUE	67,882.00	1,243,914.65	1,321,214.43	-	(1,253,332.43)	19.5	(18.5)
8919	OTH AUTH INTRFND XFERS IN	13,301.00	-	-	-	13,301.00	-	1.0
Total Revenue		150,287,380.46	2,317,850.87	10,581,044.75	-	139,706,335.71		
Total Fund 01 GENERAL FUND		150,287,380.46	2,317,850.87	10,581,044.75	-	139,706,335.71		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 11 ADULT EDUCATION FUND								
Revenue								
8290	ALL OTHER FEDERAL REVENUE	200,210.00	-	60,746.00	-	139,464.00	0.3	0.7
8590	ALL OTHER STATE REVENUES	1,241,310.00	223,892.00	447,778.00	-	793,532.00	0.4	0.6
8631	SALE OF EQUIP & SUPPLIES	300.00	465.00	465.00	-	(165.00)	1.6	(0.6)
8660	INTEREST/FY21 INTEREST INCOME	33,889.25	14,712.83	14,712.83	-	19,176.42	0.4	0.6
8671	ADULT EDUCATION FEES	29,959.00	8,330.00	8,330.00	-	21,629.00	0.3	0.7
8699	ALL OTHER LOCAL REVENUE	100.00	-	-	-	100.00	-	1.0
Total Revenue		1,505,768.25	247,399.83	532,031.83	-	973,736.42		
Total Fund 11 ADULT EDUCATION FUND		1,505,768.25	247,399.83	532,031.83	-	973,736.42		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 12 CHILD DEVELOPMENT FUND								
Revenue								
8290	ALL OTHER FEDERAL REVENUE	384,775.00	-	122,820.31	-	261,954.69	0.3	0.7
8590	ALL OTHER STATE REVENUES	1,594,372.00	514,813.00	1,445,250.95	-	149,121.05	0.9	0.1
8660	INTEREST/FY21 INTEREST INCOME	16,450.22	9,750.27	9,750.27	-	6,699.95	0.6	0.4
8689	ALL OTHR FEES & CONTRACTS	546,357.43	101,424.25	100,294.25	-	446,063.18	0.2	0.8
8699	ALL OTHER LOCAL REVENUE	2,021,455.82	378,890.82	378,890.82	-	1,642,565.00	0.2	0.8
Total Revenue		4,563,410.47	1,004,878.34	2,057,006.60	-	2,506,403.87		
Total Fund 12 CHILD DEVELOPMENT FUND		4,563,410.47	1,004,878.34	2,057,006.60	-	2,506,403.87		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 13 CAFETERIA FUND								
Revenue								
8220	CHILD NUTRITION PROGRAMS	-	-	247,489.53	-	(247,489.53)	-	-
8222	FED REIM-BKF/FY21-FED REIM ALL	1,900,000.00	166,292.38	166,292.38	-	1,733,707.62	0.1	0.9
8227	FED.REIMB.-CHILD CARE	43,576.00	7,191.64	7,191.64	-	36,384.36	0.2	0.8
8290	ALL OTHER FEDERAL REVENUE	3,063.00	-	3,063.00	-	-	1.0	-
8522	ST REIMB-LNCH/FY21 STATE REIMB	2,500,000.00	257,598.42	267,105.22	-	2,232,894.78	0.1	0.9
8523	STATE REIMB.-CHILD CARE	3,000.00	273.75	273.75	-	2,726.25	0.1	0.9
8634	FS SALES/DAILY SALES	81,667.00	11,482.82	11,070.97	-	70,596.03	0.1	0.9
8637	STUD LCH/FY21 STUDENT CATERING	154,582.00	6,197.45	21,597.45	-	132,984.55	0.1	0.9
8638	ADLT LNCH/FY21 ADULT CATERING	297.00	296.60	296.60	-	0.40	1.0	0.0
8660	INTEREST/FY21 INTEREST INCOME	6,042.10	9,429.32	9,429.32	-	(3,387.22)	1.6	(0.6)
Total Revenue		4,692,227.10	458,762.38	733,809.86	-	3,958,417.24		
Total Fund 13 CAFETERIA FUND		4,692,227.10	458,762.38	733,809.86	-	3,958,417.24		

SAN MATEO COUNTY OFFICE OF EDUCATION
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Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 14 DEFERRED MAINTENANCE FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	250,000.00	94,136.30	94,136.30	-	155,863.70	0.4	0.6
Total Revenue		250,000.00	94,136.30	94,136.30	-	155,863.70		
Total Fund 14 DEFERRED MAINTENANCE FUND		250,000.00	94,136.30	94,136.30	-	155,863.70		

SAN MATEO COUNTY OFFICE OF EDUCATION
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Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 17 SP RESRV FD(OT CPTL OTLY PROJ)								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	350,000.00	134,750.72	134,750.72	-	215,249.28	0.4	0.6
Total Revenue		350,000.00	134,750.72	134,750.72	-	215,249.28		
Total Fund 17 SP RESRV FD(OT CPTL OTLY PROJ		350,000.00	134,750.72	134,750.72	-	215,249.28		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 21 BUILDING FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	240,000.00	1,311,508.23	1,311,508.23	-	(1,071,508.23)	5.5	(4.5)
Total Revenue		240,000.00	1,311,508.23	1,311,508.23	-	(1,071,508.23)		
Total Fund 21 BUILDING FUND		240,000.00	1,311,508.23	1,311,508.23	-	(1,071,508.23)		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 35 CO SCHOOL FACILITIES FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	500.00	18.08	18.08	-	481.92	0.0	1.0
Total Revenue		500.00	18.08	18.08	-	481.92		
Total Fund 35 CO SCHOOL FACILITIES FUND		500.00	18.08	18.08	-	481.92		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 25 CAPITAL FACILITIES FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	175,000.00	65,744.58	65,744.58	-	109,255.42	0.4	0.6
8681	MITIGATION/DEVELOPER FEES	300,000.00	179,534.04	189,024.20	-	110,975.80	0.6	0.4
Total Revenue		475,000.00	245,278.62	254,768.78	-	220,231.22		
Total Fund 25 CAPITAL FACILITIES FUND		475,000.00	245,278.62	254,768.78	-	220,231.22		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 40 SPECIAL RESERVE FUND CAP								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	60,000.00	12,143.43	12,143.43	-	47,856.57	0.2	0.8
8912	BTW GENERAL & SP RESERVE	3,000,000.00	-	-	-	3,000,000.00	-	1.0
Total Revenue		3,060,000.00	12,143.43	12,143.43	-	3,047,856.57		
Total Fund 40 SPECIAL RESERVE FUND CAP		3,060,000.00	12,143.43	12,143.43	-	3,047,856.57		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 10/1/2023 To: 10/31/2023)
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 73 FOUNDATION TRUST FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	9,600.00	3,900.81	3,900.81	-	5,699.19	0.4	0.6
8699	ALL OTHER LOCAL REVENUE	-	100.00	101,100.00	-	(101,100.00)	-	-
Total Revenue		9,600.00	4,000.81	105,000.81	-	(95,400.81)		
Total Fund 73 FOUNDATION TRUST FUND		9,600.00	4,000.81	105,000.81	-	(95,400.81)		

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: December 14, 2023

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 (90) 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 (90) items unusable and obsolete as surplus items with a net book value of zero dollars ($0). It is further recommended that the District be authorized to dispose of these items.

Declaration of Surplus Items					
Fixed Asset Tag	Date in Service	Qty	Description	Serial Number	Location
42217	12/1/2016	1	ACER CHROMEBOOK	NXG55AA0117080BA347600	ALTA LOMA MS
41941	12/1/2016	1	ACER CHROMEBOOK	BC07	ALTA LOMA MS
42532	12/1/2016	1	ACER CHROMEBOOK	NCGNZAA00283013CB77600	ALTA LOMA MS
43321	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016DB7600	ALTA LOMA MS
43301	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016887600	ALTA LOMA MS
43320	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016C37600	ALTA LOMA MS
43257	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016807600	ALTA LOMA MS
43316	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751015E27600	ALTA LOMA MS
43334	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016E87600	ALTA LOMA MS
43312	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016E07600	ALTA LOMA MS
42531	12/1/2016	1	ACER CHROMEBOOK	NXGNZAA00283013C827600	ALTA LOMA MS
42135	12/1/2016	1	ACER CHROMEBOOK	3C79	ALTA LOMA MS
42542	12/1/2016	1	ACER CHROMEBOOK	3C88	ALTA LOMA MS
42541	12/1/2016	1	ACER CHROMEBOOK	3A6F	ALTA LOMA MS
42536	12/1/2016	1	ACER CHROMEBOOK	3CA6	ALTA LOMA MS
43293	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751014637600	ALTA LOMA MS
43273	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016C77600	ALTA LOMA MS
43302	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016867600	ALTA LOMA MS
43296	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA001751016C27600	ALTA LOMA MS
43261	4/18/2018	1	ACER CHROMEBOOK	NXGM8AA0017510156E7600	ALTA LOMA MS
41927	12/1/2016	1	ACER CHROMEBOOK	NXG55AA0117080BBF97600	ALTA LOMA MS
42174	12/1/2016	1	ACER CHROMEBOOK	BC97	ALTA LOMA MS
41929	12/1/2016	1	ACER CHROMEBOOK	BBBF	ALTA LOMA MS
41925	12/1/2016	1	ACER CHROMEBOOK	BBD1	ALTA LOMA MS
42318	12/1/2016	1	ACER CHROMEBOOK	BC5B	ALTA LOMA MS
42213	12/1/2016	1	ACER CHROMEBOOK	BB2D	ALTA LOMA MS
41957	12/1/2016	1	ACER CHROMEBOOK	BC00	ALTA LOMA MS
41950	12/1/2016	1	ACER CHROMEBOOK	BBD9	ALTA LOMA MS
41980	12/1/2016	1	ACER CHROMEBOOK	BC42	ALTA LOMA MS
41990	12/1/2016	1	ACER CHROMEBOOK	BBD7	ALTA LOMA MS
41912	12/1/2016	1	ACER CHROMEBOOK	NXG55AA0117080BBF47600	ALTA LOMA MS

Declaration of Surplus Items					
Fixed Asset Tag	Date in Service	Qty	Description	Serial Number	Location
42032	12/1/2016	1	ACER CHROMEBOOK	BBDD	ALTA LOMA MS
41917	12/1/2016	1	ACER CHROMEBOOK	BB3A	ALTA LOMA MS
42294	12/1/2016	1	ACER CHROMEBOOK	BCEB	ALTA LOMA MS
42188	12/1/2016	1	ACER CHROMEBOOK	BCA6	ALTA LOMA MS
42290	12/1/2016	1	ACER CHROMEBOOK	BC09	ALTA LOMA MS
41945	12/1/2016	1	ACER CHROMEBOOK	BBDA	ALTA LOMA MS
42108	12/1/2016	1	ACER CHROMEBOOK	B9B8	ALTA LOMA MS
42248	12/1/2016	1	ACER CHROMEBOOK	BBA0	ALTA LOMA MS
42200	12/1/2016	1	ACER CHROMEBOOK	BC46	ALTA LOMA MS
42130	12/1/2016	1	ACER CHROMEBOOK	NXGNZAA00283013C807600	ALTA LOMA MS
42224	12/1/2016	1	ACER CHROMEBOOK	NXG55AA117080BC3E7600	ALTA LOMA MS
42202	12/1/2016	1	ACER CHROMEBOOK	BB2C	ALTA LOMA MS
41977	12/1/2016	1	ACER CHROMEBOOK	BBE0	ALTA LOMA MS
42009	12/1/2016	1	ACER CHROMEBOOK	B8F8	ALTA LOMA MS
41920	12/1/2016	1	ACER CHROMEBOOK	BC03	ALTA LOMA MS
41988	12/1/2016	1	ACER CHROMEBOOK	BBDE	ALTA LOMA MS
42003	12/1/2016	1	ACER CHROMEBOOK	BAFA	ALTA LOMA MS
41951	12/1/2016	1	ACER CHROMEBOOK	BB3D	ALTA LOMA MS
N22272	12/1/2016	1	DELL CHROMEBOOK	7ZVWQF3	ALTA LOMA MS
46257	12/1/2016	1	DELL 2IN1 CHROMEBOOK	JCGHNV2	ALTA LOMA MS
46244	12/1/2016	1	DELL 2IN1 CHROMEBOOK	DLRGNVZ	ALTA LOMA MS
42298	12/1/2016	1	ACER CHROMEBOOK	NXG55AA0117087BC257600	ALTA LOMA MS
42022	12/1/2016	1	ACER CHROMEBOOK	BBD0	ALTA LOMA MS
41923	12/1/2016	1	ACER CHROMEBOOK	BBFA	ALTA LOMA MS
42204	12/1/2016	1	ACER CHROMEBOOK	BA80	ALTA LOMA MS
42036	12/1/2016	1	ACER CHROMEBOOK	BC13	ALTA LOMA MS
41940	12/1/2016	1	ACER CHROMEBOOK	BB99	ALTA LOMA MS
42180	12/1/2016	1	ACER CHROMEBOOK	BC1E	ALTA LOMA MS
42255	12/1/2016	1	ACER CHROMEBOOK	BC83	ALTA LOMA MS
44953	12/1/2016	1	ACER CHROMEBOOK	NXG55AA01072300E7F7600	D.O. / TECHNOLOGY
N11798	12/1/2016	1	DELL CHROMEBOOK 3100	5NSFY33	D.O. / TECHNOLOGY

Declaration of Surplus Items					
Fixed Asset Tag	**Date in Service**	**Qty**	**Description**	**Serial Number**	**Location**
N15181	12/1/2016	1	DELL CHROMEBOOK 3100	HDP0B3	D.O. / TECHNOLOGY
N20698	12/1/2016	1	DELL CHROMEBOOK 3100	4KN1L73	D.O. / TECHNOLOGY
N11513	12/1/2016	1	DELL CHROMEBOOK 3100	6TL4B43	D.O. / TECHNOLOGY
N16806	12/1/2016	1	DELL CHROMEBOOK 3100	H0F4X33	D.O. / TECHNOLOGY
N10881	12/1/2016	1	DELL CHROMEBOOK 3100	JWBNM33	D.O. / TECHNOLOGY
46759	12/1/2016	1	DELL CHROMEBOOK 3100	7MT81Z2	D.O. / TECHNOLOGY
N20806	12/1/2016	1	DELL CHROMEBOOK 3100	CYF5L73	D.O. / TECHNOLOGY
N21288	12/1/2016	1	DELL CHROMEBOOK 3100	54R4L73	D.O. / TECHNOLOGY
28124	2/24/2012	1	SAMSUN GALAXY TABLET	R32C103SB3Y	PARKWAY HEIGHTS MS
28487	8/3/2012	1	IPAD	SDYTJ4YA6DJ8T	PARKWAY HEIGHTS MS
29185	12/1/2016	1	IPAD	F6QRJ030F182	PARKWAY HEIGHTS MS
33519	6/20/2014	1	IPAD	DMQMKH28F182	PARKWAY HEIGHTS MS
33529	6/20/2014	1	IPAD	DMQMK8JGF182	PARKWAY HEIGHTS MS
33528	6/20/2014	1	IPAD	DMQMK7W7F182	PARKWAY HEIGHTS MS
33530	6/20/2014	1	IPAD	DMQMK6UMF182	PARKWAY HEIGHTS MS
28477	8/3/2012	1	IPAD	SDYTJ408DDJ8T	PARKWAY HEIGHTS MS
33537	6/20/2014	1	IPAD	DMQMK8B7F182	PARKWAY HEIGHTS MS
40090	1/16/2017	1	IPAD MINI	DLXSP2UUGHKJ	PARKWAY HEIGHTS MS
40113	12/14/2016	1	IPAD MINI	DLXSF0CQGHKJ	PARKWAY HEIGHTS MS
36829	12/1/2016	1	DELL	CONVNM32	PARKWAY HEIGHTS MS
36927	7/26/2015	1	DELL	6LJHV32	PARKWAY HEIGHTS MS
36849	12/1/2016	1	DELL	FVBTM32	PARKWAY HEIGHTS MS
33699-1	6/10/2014	1	DELL	2288312	PARKWAY HEIGHTS MS
36834	12/1/2016	1	DELL	34NSM32	PARKWAY HEIGHTS MS
36936	7/26/2015	1	DELL	7F3HV32	PARKWAY HEIGHTS MS
33698-1	6/10/2014	1	DELL	1288312	PARKWAY HEIGHTS MS
36854	12/1/2016	1	DELL	5NNVM32	PARKWAY HEIGHTS MS
28074	2/15/2012	1	SAMSUN GALAXY	R61BC63939M	PARKWAY HEIGHTS MS
	Total Items:	**90**			

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: December 14, 2023

RE: Acceptance of Gifts

BACKGROUND:

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

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

$1,000 from Lois C. Stevens and Robert A. Anderson to South San Francisco High School for the Alcalde Family Scholarship Program.

$100 from Murray H. Moore to South San Francisco High School for the Alcalde Family Scholarship Program.

$100 from The Schuyler Living Trust/Robert H. Schuyler and Diana B Schuyler, Trustees to South San Francisco High School for the Alcalde Family Scholarship Program.

$500 from Dion and Ida Dubois and family to South San Francisco High School for the Alcalde Family Scholarship Program.

$100 from Dr. J.R Maley & Victoria S. Maley to South San Francisco High School for the Alcalde Family Scholarship Program.

$100 from Donald MacPherson & Maggie MacPherson to South San Francisco High School for the Alcalde Family Scholarship Program.

$1,000 from Info Image, Inc. to South San Francisco High School for the Alcalde Family Scholarship Program.

$100 from Andrea S. Pearce and Michael J. Pearce to South San Francisco High School for the Larry Bissen Memorial Scholarship Program.

$373.65 from Dorian to Westborough Middle School in support of academic excellence.

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

$4,200 from Raytana and Associates to El Camino High School for the Jim Cresta Scholarship Program.

$50 from Nelia Tariga to El Camino High School in support of school cheer projects.

$25 from Beda Tanedo to El Camino High School in support of school cheer projects.

$500 from Samantha K. Yu to El Camino High School for field trips, cooking, and other CBI Skills Program.

$250 from Mr. and Mrs. Matt Harrison to El Camino High School in support of academic excellence, for use under the principal's discretion.

$250 from Thomas Scannell to El Camino High School for the Joan Bissen Memorial Scholarship Program.

$200 from Mary Ocampo Cruz and Carlo Cruz to El Camino High School in support of academic excellence, for use under the principal's discretion.

$159.09 from MOD Pizza to Alta Loma Middle School in support of school fundraising needs.

$68.12 from Active Network to Alta Loma Middle School in support of academic excellence.

$512.73 from Dorian to Alta Loma Middle School in support of academic excellence.

$20 from Zita Maliga Kline/Daniel S. Kline to Alta Loma Middle School is support of fieldtrip needs.

$50 from Eileen Lisetta E. Arroyo to Alta Loma Middle School is support of fieldtrip needs.

$15 from Genievieve M. Pinero to Alta Loma Middle School is support of fieldtrip needs.

$15 from Cindy H. Lee to Alta Loma Middle School is support of fieldtrip needs.

$25 from Patricia Wong to Alta Loma Middle School is support of fieldtrip 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: December 14, 2023

RE: Acceptance of 2023-24 Fundraisers

BACKGROUND:

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

The following fund-raisers are being submitted for approval:

Alta Loma Middle School

Art Club	Halloween Carnival – Selling concessions during the Halloween Carnival. Commencing October 31, 2023.
Japanime Club	Halloween Carnival – Selling concessions during the Halloween Carnival. Commencing October 31, 2023.

El Camino High School

ASB	Bundt Cake Fundraiser – Selling cakes after school at the student parking lot. Commencing October 28, 2023.
Fashion Club	Hot Chocolate Fundraiser – Selling hot chocolate with a variety of toppings in front of the ECHS Red Stage. Commencing December 7, 2023.

South San Francisco High School

ASB	Hot Chocolate and Krispy Kreme Fundraiser – Selling hot chocolate and donuts before and after school. Commencing December 1, 2023.

	Nachos Sale – Selling nachos afterschool. Commencing January 11, 2024.
Color Guard Club	Chipotle Restaurant Takeover – Restaurant located at the Vivana Fair Plaza in Colma. Commencing January 9, 2024.
Drama Club	See's Candy Lollipops Fundraiser – Selling lollipops throughout the Spring 2024 semester.
	Panda Express Restaurant Takeover – Restaurant located at the Serramonte Shopping Center in Daly City. Commencing January 12, 2024.
Folklórico Club	Snack Fundraiser – Selling concessions during the soccer game at the SSFHS Field. Commencing January 10, 2024.
Italian Club	Italian Desserts Fundraisers – Selling a variety of Italian desserts such as Tiramisu and Italian cookies. Items will be sold at the student parking lot. Commencing December 18, 2023.
Science Bowl Team	Cookie & Root beer Float Social – Selling cookies and root beer floats after school at the SSFHS quad. Commencing December 15, 2023.

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: December 14, 2023

RE: Professional Services Agreements Under $25,000

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Superintendent

Not to Exceed $25,000	Nichols Strategies, LLC - To provide communication and community relations advising, assistance, and training on projects determined by the superintendent or designee. Services include Situation Analysis and Issues Management, Communication Training and Capacity Building, Strategic Planning and Advising, and other applicable communication support. Commencing December 2023.

District Office – Business Services

$3,879	National Center for Construction Education & Research – Annual subscription for Maintenance and Test. Providing training, assessment, certification and career development standard for the construction and maintenance craft. Commencing August 1, 2024 through June 30, 2025.
$20,000	CORE Data Collaborative - To allow SSFUSD to become a member of the CORE Collaborative and have data shared as part of the INSIGHTS Dashboard. Commencing throughout the 2023-24 ($10,000) through 2024-25 ($10,000) school years.

Skyline Elementary School

$12,500	Science from Scientists – Providing hands-on science experiments for students grades 3 to 5. Commencing September 2023 through May 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

DATE: December 14, 2023

RE: Board Member Participation on Subcommittees

BACKGROUND

In the past, the SSFUSD Board has had 1-2 Trustees who sit on subcommittees or committees, collaborate with one another and sometimes staff or community members, and bring back information for the Board to review and/or discuss.

The following subcommittees need Board participants:

- **Board Policies and Bylaws Subcommittee** - (2 Board members)
- **City-School District Subcommittee** - (2 Board members)
- **Facilities Subcommittee** - (2 Board members)

County Committee on School District Organization - Trustee Mina Richardson will continue to serve as the District's representative on this committee until 2026.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

The South San Francisco Unified School District Board of Trustees will select Board Members to serve on the above-named subcommittees.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #23-58

SCHOOL BOARD RECOGNITION MONTH
JANUARY 2024

***WHEREAS**, SSFUSD is proud to join more than 1,000 local educational agencies, represented by nearly 5,000 school board members in the State, in recognizing the contributions of board members during the January 2024 School Board Recognition Month; and*

***WHEREAS**, the mission of public schools is to meet the diverse educational needs of all children and to empower pupils to become competent, productive, and thoughtful contributors to a democratic society in an ever-changing world is more important now than ever before; and*

***WHEREAS**, an excellent and continuously improving public education system is vital to the quality of life of all California citizens and communities; and*

***WHEREAS**, local school board members are committed to children and believe they all can be successful learners and that the best education for every pupil is tailored to the individual academic, social-emotional, physical, and mental health needs of the child; and*

***WHEREAS**, school board members work tirelessly for parents, certificated and classified educational professionals, and other community members to create effective learning environments where all pupils can thrive; and*

***WHEREAS**, School board members are strong advocates for public education who are responsible for communicating the needs of the school district to the public and for understanding the interests and expectations of the diverse communities that they represent; and*

***WHEREAS**, Superintendent Shawnterra Moore has said that Board members are our elected representatives and a vital link between the school district and the community, and set the foundation and vision for the District, direct resources where they are most needed, and ensure accountability to the community by monitoring progress toward goals. Their end goal, of course, is to support and elevate student achievement and support student well-being; and*

***WHEREAS**, School Board Recognition Month is an ideal time to recognize and celebrate the Californians serving on school boards who help guide the education of pupils in K-12 grades and who prepare these pupils for the opportunities and unprecedented challenges of the 21st century and beyond;*

***NOW THEREFORE BE IT RESOLVED**, that South San Francisco Unified School District, does hereby declare their appreciation to the members of our Board of Education and proclaims the month of January 2024 as School Board Recognition Month. We urge community members to join us in recognizing the dedication and countless hours of service of our school board members, Amanda Anthony, Dr. Chialin Hsieh, Daina Lujan, Patricia Murray, and Mina Richardson and work with them to create an education system that meets the needs of both today's and tomorrow's scholars.*

REGULARLY PASSED AND ADOPTED this 14th day of December 2023.

AYES in Favor of Said Resolution

_____ *ATTEST:*

_____ _____
Secretary/Clerk of the Board

_____

_____
Superintendent of Schools

_____

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: December 14, 2023

RE: Call for Nominations for CSBA's Delegate Assembly

BACKGROUND

CSBA is soliciting nominations for their Delegate Assembly. The primary responsibility of an Assemblymember is to "…ensure that the association reflects the interests of school districts and county offices of education throughout the state". To be eligible to serve on the Delegate Assembly, a board member must be a trustee of a district or county office of education that is a current member of CSBA and within the geographic region or sub-region which the Delegate will represent. Delegates serve two-year terms beginning April 1, 2024 through March 31, 2026. There are three CSBA Delegate Assembly seats up for election this year in subregion 5B (San Mateo County).

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

A nomination consists of a completed, signed and dated nomination form and a candidate biographical sketch form. The deadline for nominations and candidate biographical sketches to the CSBA office is Tuesday, January 7, 2024.

FISCAL IMPLICATIONS

N/A

RECOMMENDATION

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

October 27, 2023

TIME SENSITIVE - REQUIRES BOARD ACTION
DEADLINE: Sunday, January 7, 2024

MEMORANDUM

To: CSBA Member District Boards
From: Susan Markarian, President
Re: Call for Nominations to CSBA's Delegate Assembly

Each year, member boards elect representatives to the California School Boards Association's Delegate Assembly. The Delegate Assembly is a vital link in the Association's governance and sets the general policy direction. Working with member boards, the Board of Directors, and the Executive Committee, Delegates ensure the Association promotes the interests of California's school districts and county offices of education. Delegates with terms that end in 2024 are up for election. Ballots for the Delegate Assembly election will be sent to each member board within the region or subregion by February 1, 2024. Delegates elected in 2024 will serve a two-year term beginning April 1, 2024. There are two required Delegate Assembly meetings each year; in 2024, the dates are May 18-19 and December 3-4.

Nomination and biographical sketch forms for CSBA's Delegate Assembly are being accepted until **Sunday, January 7, 2024**. The nomination process is as follows:

- CSBA member boards are eligible to nominate board members within their own geographical region or subregion.
- Member boards eligible to appoint a member of their board to the Delegate Assembly may also nominate board members to run for election to the Delegate Assembly.
- Boards eligible to appoint must do so by January 7, 2024.
- Nominating boards must submit a separate Nomination Form for each person nominated.
- Nominees must serve on a CSBA member board from the region or subregion.
- Nominees must submit a required biographical sketch form.
- Nominees may submit an optional one-page, one-sided résumé.
- Per Standing Rule 109, only members who are not employees of CSBA may serve in the Delegate Assembly.

Documents related to the nomination process are being provided online only. The forms, as well as information about the Delegate Assembly, may be accessed from CSBA's website: www.csba.org/ElectiontoDA. If you would like to receive a PDF version of the forms, please send your request to the Executive Office at nominations@csba.org. **It is the nominee or appointee's responsibility to confirm that CSBA has received nomination materials prior to the deadline.**

The deadline for nomination materials is **11:59 p.m. on Sunday, January 7, 2024.** Materials can be submitted online, sent via email to **nominations@csba.org**, or mailed to CSBA headquarters (3251 Beacon Blvd., West Sacramento, CA 95691).

Frequently Asked Questions regarding Delegate Assembly Nominations and Elections for 2024

Who is eligible to serve on Delegate Assembly? To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- Be a trustee of a district or county office of education that is a current member of CSBA
- Be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.
- A trustee who is not an employee of CSBA

What is the term of office to serve on Delegate Assembly? The term of office for each Delegate is two years beginning April 1, 2024 through March 31, 2026.

How is a board member nominated to serve on the Delegate Assembly? A board member must be formally nominated by a board in the region or subregion and may be nominated by their own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes, however, it is the responsibility of the nominating board to obtain permission from the nominee prior to submitting their name.

What does a nomination consist of? A nomination consists of a completed nomination form and a one-page candidate biographical sketch form. In addition, an optional, one-page, single-sided, résumé may be submitted, (Please Note: a résumé cannot be substituted for the candidate biographical sketch form). The biographical sketch form will be copied exactly as submitted and included with the ballots.

When are the nomination and biographical sketch forms due? The nomination and candidate biographical sketch forms must be delivered to CSBA either electronically online, by fax (916) 371-3407, email nominations@csba.org, or mail, postmarked by the U.S.P.S., on or before **Sunday, January 7, 2024.** ***It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office prior to the January 7 due date.***

How are nominees elected to serve on Delegate Assembly? Ballots are mailed by Thursday, February 1 to each district or county board within the region or subregion. Ballots must be returned to CSBA via U.S.P.S. postmarked by Friday, March 15 to be accepted. Ballots may not be faxed or emailed.

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as

many persons as there are positions to be filled within the region or subregion. All districts and candidates are notified of the results no later than April 1. If there is a tie vote, a run-off election will be held.

What are the required Delegate Assembly meeting dates? There are two required Delegate Assembly meetings each year. In 2024, the first meeting will be May 18-19 in Sacramento and the second one will be December 3-4 in Anaheim preceding CSBA's Annual Education Conference and Trade show.

Does CSBA cover expenses for Delegates to attend the Delegate Assembly meetings? No, CSBA is not able to cover expenses.

For additional information, please contact the Executive Office at nominations@csba.org.

Delegate Assembly
Important Dates

2024 Delegate Assembly Election

Sunday, January 7:	Deadline for Nomination Forms and Biographical Sketch Forms
Thursday, February 1:	Ballots sent to member boards
Friday, March 15:	Deadline for ballots to be sent back to CSBA
By Sunday, March 31:	Ballots will be counted
Monday, April 1:	First day of new 2-year term for Delegates elected in 2024

2024 Delegate Assembly Meeting Dates

Saturday – Sunday, May 18 - 19
(Scheduled to occur in Sacramento)

Tuesday – Wednesday, December 3 - 4
(Scheduled to occur in Anaheim)

DELEGATE ASSEMBLY ROSTER with terms (Updated 9/26/2023)

**** = District or COE appointment***

***RED** indicates changes that will be effective March 31, 2024 due to reapportionment*

REGION 1 – *4 Delegates (4 elected)*
Director: Frank Magarino (Del Norte County & USD)

Subregion 1-A (Del Norte, Humboldt)
JoAnn Moore (Northern Humboldt Union HSD), 2025
George Sager (McKinleyville Union ESD), 2024
Subregion 1-B (Lake, Mendocino)
Tyler Nelson (Ukiah USD), 2024
Region 1 County
Michael Greer (Del Norte County & USD), 2025

REGION 2 – *4 Delegates (4 elected)*
Director: Sherry Crawford (Siskiyou COE)

Subregion 2-A (Modoc, Siskiyou, Trinity)
Gregg Gunkel (Siskiyou Union HSD), 2025
Subregion 2-B (Shasta)
Bruce Ross (Redding SD), 2025
Subregion 2-C (Lassen, Plumas)
Leslie Edlund (Plumas County & USD), 2024
Region 2 County
Brenda Duchi (Siskiyou COE), 2024

REGION 3 – *8 Delegates (8 elected)*
Director: David Gracia (Napa Valley USD)

Subregion 3-A (Sonoma)
Jeremy Brott (Bennett Valley Union SD), 2024
Troy Knox (Sonoma Valley USD), 2025
Subregion 3-B (Napa)
Robin Jankiewicz (Napa Valley USD), 2025
Subregion 3-C (Solano)
Christy Gardner (Vallejo City USD), 2025
Gethsemane Moss (Benicia SD), 2024
Craig Wilson (Fairfield-Suisun USD), 2025
Subregion 3-D (Marin)
Magali Limeta (Novato USD), 2024
Region 3 County
Peggy Cohen-Thompson (Solano COE), 2025

REGION 4 – *8 Delegates (8 elected)*
Director: Renee Nash (Eureka Union SD)

Subregion 4-A (Glenn, Tehama)
Melissa Peters (Los Molinos USD), 2024
Subregion 4-B (Butte)
Sharon Nilsson (Oroville City ESD), 2025
Subregion 4-C (Colusa, Sutter, Yuba)
Nicolo Orozco (Yuba City USD), 2025
Greg Forest (Wheatland Union HSD), 2024
Subregion 4-D (Nevada, Placer, Sierra)
Alisa Fong (Roseville City SD), 2025
Tiffany Saathoff (Rocklin USD), 2024
Jessica Spaid (Placer Union HSD), 2025
Region 4 County
David Patterson (Placer COE), 2024

Delegate-at-Large
Mike Walsh (Butte COE)

REGION 5 – *10 Delegates (7 elected/3 appointed*)*
Director: Alisa MacAvoy (Redwood City ESD)

Subregion 5-A (San Francisco)
Vacant (San Francisco County USD)*, 2025
Vacant (San Francisco County USD)*, 2025
Vacant (San Francisco County USD)*, 2024
Subregion 5-B (San Mateo)
Chelsea Bonini (San Mateo COE), 2024
Heather Hopkins (Las Lomitas ESD), 2025
Gregory Land (San Mateo Union HSD), 2025
Sophia Layne (Cabrillo USD), 2024
Patricia Murray (South San Francisco USD), 2024
Kalimah Salahuddin (Jefferson Union HSD), 2025
Region 5 County
Beverly Gerard (San Mateo COE), 2025

REGION 6 – *17 Delegates (11 elected/6 appointed*)*
Director: Jackie Thu-Huong Wong (Washington USD)

Subregion 6-A (Yolo)
Deborah Bautista-Zavala (Woodland Joint USD), 2024
Subregion 6-B (Sacramento)
Michael Baker (Twin Rivers USD)*, 2025
Stacey Bastain (Twin Rivers USD), 2025
Nancy Chaires Espinoza (Elk Grove USD)*, 2024
Pam Costa (San Juan USD), 2025
Zima Creason (San Juan USD)*, 2024
Craig DeLuz (Robla ESD), 2025
Gina Jamerson (Elk Grove USD)*, 2025
Christine Jefferson (Twin Rivers USD), 2024
Kara Lofthouse (Folsom-Cordova USD), 2025
Noel Mora (Natomas USD), 2025
Chinua Rhodes (Sacramento City USD)*, 2025
Jamee Villa (Sacramento City USD)*, 2024
Paula Villescaz (San Juan USD)*, 2025
Vacant, 2024
Subregion 6-C (Alpine, El Dorado, Mono)
Misty diVittorio (Placerville Union ESD), 2024
Jessicca Rodgers (El Dorado Union HSD), 2025
Region 6 County
Shelton Yip (Yolo COE), 2024

REGION 7 – *16 Delegates (13 elected/3 appointed*)*
Director: James Aguilar (San Leandro USD)

Subregion 7-A (Contra Costa)
Thuy DaoJensen (Brentwood Union SD), 2025
Rachel Hurd (San Ramon Valley USD)*, 2024
Meredith Meade (Lafayette SD), 2025
Yolanda Peña Mendrek (Liberty Union HSD), 2024
Marina Ramos (John Swett USD), 2024
Mary Rocha (Antioch USD), 2024

Richard Severy (Moraga ESD), 2025
Subregion 7-B (Alameda)
Jennifer Brouhard (Oakland USD)*, 2025
Jackie Calderon Perl (San Leandro USD), 2024
Dianne Jones (Fremont USD), 2025
Kelly Mokashi (Pleasanton USD), 2024
Sara Prada (Hayward USD), 2025
Vivek Prasad (Fremont USD)*, 2025
Megan Sweet (Alameda USD), 2024
Clifford Thompson (Oakland USD)*, 2024
Kristie Wang (Livermore Valley Joint USD), 2025
Vacant, 2024
Region 7 County
Angela Normand (Alameda COE), 2025

REGION 8 – *13 Delegates (12 elected/1 appointed*)*
Director: Christopher "Kit" Oase (Ripon USD)

Subregion 8-A (San Joaquin)
Donald Donaire (Stockton USD)*, 2025
Eric Duncan (Manteca USD), 2024
Susan Macfarlane (Lodi USD), 2025
Cecilia Mendez (Stockton USD)*, 2024
David Pombo (Lammersville USD), 2025
Kate Powell (Escalon USD), 2024
Marla Sousa Livengood (Linden USD), 2024
Subregion 8-B (Amador, Calaveras, Tuolumne)
Sherri Reusche (Calaveras USD), 2025
Subregion 8-C (Stanislaus)
Kathi Dunham-Filson (Denair USD), 2025
Mary Jackson (Turlock USD), 2025
Faye Lane (Ceres USD), 2024
Subregion 8-D (Merced)
Zachery David Ramos (Gustine USD), 2024
Kelly Thomas (Winton SD), 2025
Region 8 County
Juliana Feriani (Tuolumne COE), 2024
Delegate-at-Large
Cindy Marks (Modesto City Schools)

REGION 9 – *7 Delegates (7 elected)*
Director: Roger Snyder (Scotts Valley USD)

Subregion 9-A (San Benito, Santa Cruz)
Mark Becker (San Lorenzo Valley USD), 2025
Kim De Serpa (Pajaro Valley USD), 2024
Patricia Nehme (San Benito HSD), 2024
Subregion 9-B (Monterey)
David Kong (Greenfield Union SD), 2025
Veronica Miramontes (Monterey Peninsula USD), 2024
Subregion 9-C (San Luis Obispo)
Mark Buchman (San Luis Coastal USD), 2024
Nelson Yamagata (Templeton USD), 2025
Region 9 County
Janet Wohlgemuth (Monterey COE), 2025
Delegate-at-Large
Chris Ungar (San Luis Coastal USD)

REGION 10 – *14 Delegates (10 elected/4 appointed*)*
Director: Kathy Spate (Caruthers USD)

Subregion10-A (Madera, Mariposa)
Barbara Bigelow (Chawanakee USD), 2025
Subregion10-B (Fresno)
Hugh Awtrey (Clovis USD)*, 2025
Daniel Babshoff (Kerman USD), 2025
Darrell Carter (Washington USD), 2024
Claudia Cazares (Fresno USD)*, 2024
Genoveva Islas (Fresno USD)*, 2025
Yolanda Moore (Clovis USD)*, 2024
Ronald Parker (Firebaugh-Las Deltas USD), 2024
Constance "Connie" Schlaefer (Sierra USD), 2025
Joshua Sellers (Central USD), 2025
Keshia Thomas (Fresno USD), 2024
G. Brandon Vang (Sanger USD), 2025
Subregion10-C (Kings)
Teresa Carlos-Contreras (Kings River-Hardwick Union ESD), 2024
Region 10 County
Marcy Masumoto (Fresno COE), 2024

REGION 11 – *8 Delegates (8 elected)*
Director: Sabrena Rodriguez (Ventura USD)

Subregion 11-A (Santa Barbara)
William Caldeira (Lompoc USD), 2024
Wendy Sims-Moten (Santa Barbara USD), 2025
Melanie Waffle (Orcutt Union SD), 2025
Peter Wright (College ESD), 2024
Subregion 11-B (Ventura)
Darlene Bruno (Hueneme ESD), 2024
Rebecca "Beckie" Cramer (Pleasant Valley SD), 2025
Lauren Gill (Conejo Valley USD), 2024
Daniel Sandoval (Santa Paula USD), 2024
Region 11 County
Arleigh Kidd (Ventura COE), 2025

REGION 12 – *13 Delegates (11 elected/2 appointed*)*
Director: Bill Farris (Sierra Sands USD)

Subregion 12-A (Tulare)
Jacqueline Gaebe (Visalia USD), 2024
Peter Lara Jr. (Porterville USD), 2024
Felipe Martinez (Porterville USD), 2025
Cathy Mederos (Tulare Joint Union HSD), 2025
Subregion 12-B (Kern)
Jim Beltran (McFarland USD), 2025
Leigh Ann Cook (Rosedale Union ESD), 2024
Pamela Jacobsen (Standard SD), 2024
David Manriquez (Kern HSD)*, 2025
Kurt Rockwell (Sierra Sands USD), 2025
Steven Rodrigue (Kern HSD)*, 2024
Pablo Trevino (Lamont ESD), 2025
Shannon Zimmerman (Bakersfield City ESD), 2025
Region 12 County
Mary Little (Kern COE), 2024

REGION 15 – *22 Delegates (15 elected/7 appointed*)*
Director: Susan Henry (Huntington Beach Union HSD)

County: Orange
Alfonso Alvarez (Santa Ana USD)*, 2024
Michelle Barto (Newport-Mesa USD), 2025
Paul Bokota (Irvine USD)*, 2024
Katelyn Brazer Aceves (Santa Ana USD)*, 2025
Lauren Brooks (Irvine USD), 2024
Judy Bullockus (Capistrano USD)*, 2025
Bonnie Castrey (Huntington Beach Union HSD), 2025
Lynn Davis (Tustin USD), 2024
Jackie Filbeck (Anaheim ESD), 2025
Carrie Flanders (Brea Olinda USD), 2025
Candice (Candi) Kern (Cypress ESD), 2024
Lauren Klatzker (Fullerton Joint Union HSD), 2025
Deana Miller (Brea Olinda USD), 2024
Arturo Montez (Centralia ESD), 2025
Kelly Osborne (Laguna Beach USD), 2025
Michael Parham (Capistrano USD)*, 2024
Theresa (Teri) Rocco (Garden Grove USD)*, 2025
Lan Q. Nguyen (Garden Grove USD)*, 2024
Annemarie Randle-Trejo (Anaheim Union HSD), 2024
Barbara Schulman (Saddleback Valley USD), 2024
Rhodia Shead (Buena Park ESD), 2025
Michael Simons (Huntington Beach Union HSD), 2024
Suzie Swartz (Saddleback Valley USD), 2025
Region 15 County
Vacant (Orange COE), 2025
Delegates-at-Large
Marilyn Buchi (Fullerton Joint Union HSD)

REGION 16 – *17 Delegates (13 elected/3 appointed*)*
Director: Karen Gray (Silver Valley USD)

Subregion 16-A (Inyo)
Susan Patton (Lone Pine USD), 2025
Subregion 16-B (San Bernardino)
Heather Allgood (Helendale SD), 2024
Joe Armendarez (Fontana USD)*, 2024
Mayra Ceballos (San Bernardino City USD)*, 2025
Mikki Cichocki (San Bernardino City USD)*, 2024
Tom Courtney (Lucerne Valley USD), 2024
Barbara Dew (Victor Valley Union HSD), 2024
Gwen Dowdy Rodgers (San Bernardino COE), 2025
Cindy Gardner (Rim of the World USD), 2024
Maria Gomez (Hesperia USD), 2025
Ronald Newton (Mountain View ESD), 2025
James O'Neill, (Redlands USD), 2024
Adam Perez (Fontana USD)*, 2025
Gabriel Stine (Victor ESD), 2025
Eric Swanson (Hesperia USD), 2025
Kathy Thompson (Central ESD), 2025
Scott Wyatt (San Bernardino City USD), 2024
Region 16 County
Laura Mancha (San Bernardino COE), 2024

REGION 17 – *21 Delegates (16 elected/5 appointed*)*
Director: Debra Schade (Solana Beach ESD)

County: San Diego
Whitney Antrim (Coronado USD), 2025
Maria Betancourt-Castaneda (National SD), 2024
Kate Bishop (Chula Vista ESD), 2025
Stacy Carlson (San Marcos USD), 2024
Eleanor Evans (Oceanside USD), 2024
Shana Hazan (San Diego USD)*, 2025
Eddie Jones (Fallbrook Union HSD), 2024
Julie Kelly (Vista USD), 2024
Melissa Krogh (Warner USD), 2025
Rudy Lopez (San Ysidro ESD), 2024
Elva Lopez-Zepeda (Sweetwater Union HSD), 2025
Darshana Patel (Poway USD)*, 2025
Dawn Perfect (Ramona USD), 2024
Cody Petterson (San Diego USD)*, 2025
Barbara Ryan (Santee SD), 2025
Nicholas Segura (Sweetwater Union HSD)*, 2024
Arturo Solis (Sweetwater Union HSD)*, 2025
Marla Strich (Encinitas Union ESD), 2024
Cipriano Vargas (Vista USD), 2025
Gee Wah Mok (Del Mar Union SD), 2024
Sharon Whitehurst-Payne (San Diego USD)*, 2024
Katrina Young (San Dieguito Union HSD), 2025
Region 17 County
Guadalupe Gonzalez (San Diego COE), 2025

REGION 18 – *19 Delegates (15 elected/4 appointed*)*
Director: Bruce Dennis (Riverside COE)

Subregion 18-A (Riverside)
Angelo Farooq (Riverside USD)*, 2024
Adonis Galarza-Toledo (Coachella Valley USD), 2025
Robert Garcia (Jurupa USD), 2025
Madonna Gerrell (Palm Springs USD), 2025
Cleveland Johnson (Moreno Valley USD), 2025
Dale Kinnear (Riverside USD)*, 2025
Linda Lunn (Murrieta Valley USD), 2024
Heidi Matthies-Dodd (Lake Elsinore USD), 2024
Cynthia Navarro (Romoland SD), 2024
David Nelissen (Perris Union HSD), 2024
Stacy Nicola (Corona-Norco USD)*, 2024
Linda Porras (Desert Sands USD), 2024
Jasmin Rubio (San Jacinto USD), 2024
David Sanchez (Beaumont USD), 2025
Steven Schwartz (Temecula Valley USD), 2025
Susan Smith (Moreno Valley USD)*, 2025
Mary Helen Ybarra (Corona-Norco USD)*, 2025
Subregion 18-B (Imperial)
Diahna Garcia-Ruiz (Central Union HSD), 2024
Tony Sandoval (Heber ESD), 2025
Frances Terrazas (El Centro ESD), 2025
Region 18 County
Lucy Hendry (Imperial COE), 2024
Delegate-at-Large
Jesus Holguin (Moreno Valley USD)

REGION 20 – *9 Delegates (9 elected)*
Director: Devon Conley (Mountain View Whisman SD)

County: Santa Clara
Teresa Castellanos (San Jose USD)*, 2025
Lorena Chavez (East Side Union HSD), 2024
Danielle MS Cohen (Campbell Union SD), 2025
Van Le (Eastside Union HSD), 2025
Jodi Muirhead (Santa Clara USD), 2024
Christopher T. Norwood (Milpitas USD), 2025
Jorge Pacheco Jr. (Oak Grove ESD), 2025
Mary Patterson (Morgan Hill USD), 2024
George Sanchez (Franklin-McKinley ESD), 2025
Jessica Speiser (Los Altos ESD), 2024
Bridget Watson (Sunnyvale SD), 2025

Region 20 County
Maimona Afzal Berta (Santa Clara COE), 2024

REGION 21 – 7 *Delegates (7 appointed*)*
Director: Tanya Ortiz Franklin (Los Angeles USD)

County: Los Angeles
Jackie Goldberg (Los Angeles USD)*, 2024
Kelly Gonez (Los Angeles USD)*, 2026
George McKenna (Los Angeles USD)*, 2024
Nick Melvoin (Los Angeles USD)*, 2026
Rocio Rivas (Los Angeles USD)*, 2026
Scott Schmerelson (Los Angeles USD)*, 2024

Region 21 County
Monte Perez (Los Angeles COE)*, 2025

REGION 22 – *5 Delegates (5 elected)*
Director: Nancy Smith (Palmdale SD)

Los Angeles County: North Los Angeles
Julie Bookman (Eastside Union SD), 2024
Steven DeMarzio (Westside Union ESD), 2024
Keith Giles (Lancaster ESD), 2024
Cherise Moore (William S. Hart Union HSD), 2025
Christopher Trunkey (Saugus Union SD), 2025
Sharon Vega (Palmdale ESD), 2025

REGION 23 – *10 Delegates (10 elected)*
Director: Helen Hall (Walnut Valley USD)

Los Angeles County: San Gabriel Valley & East Los Angeles
Subregion 23-A
Kathleen Cross (Glendale USD), 2025
Kimberly Kenne (Pasadena USD), 2024
Shant Sahakian (Glendale USD), 2024
Gary Scott (San Gabriel USD), 2025

Subregion 23-B
Florencio Briones (El Monte Union HSD), 2025
Adam Carranza (Mountain View ESD), 2025
Lisette Mendez (El Monte City Schools), 2024

Subregion 23-C
Jeanette Flores (Charter Oak USD), 2024
Christina Lucero (Baldwin Park USD), 2025
Eileen Miranda Jimenez (West Covina USD), 2025
Roberta Perlman (Pomona USD), 2024

REGION 24 – *13 Delegates (11 elected/2 Appointed*)*
Director: Jan Baird (South Whittier ESD)

Los Angeles County: Southwest Crescent
Robert Cancio (Norwalk-La Mirada USD), 2024
Christine Chacon Kennedy (East Whittier City ESD), 2025
Diana Craighead (Long Beach USD)*,2024
Yesenia Cuarenta (Paramount USD), 2025
Jeremy Gerson (Torrance USD), 2024
Jaime Lopez (Whittier Union HSD), 2024
Hector LaFarga Jr. (El Ranch USD), 2025
Sylvia Macias (South Whittier ESD), 2025
Esther Mejia (El Rancho USD), 2024
Karen Morrison (Norwalk-La Mirada USD), 2024
Ernie Nishii (ABC USD), 2025
Douglas Otto (Long Beach USD)*, 2025
Ann Phillips (Lawndale ESD), 2024
Francisco Santana (South Whittier ESD), 2025

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: December 14, 2023

RE: Updated Board Bylaw and Policies - 1st Reading/Approval

BACKGROUND:

The following Board Bylaw and Policies have been reviewed by the Board Policies and Board Bylaws Committee and are being updated to keep the District in compliance with Education Code and State laws.

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
10. BB 9250 - Remuneration, Reimbursement, and Other Benefits

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

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

First Reading
12/14/23

PROPOSED

CSBA Sample District Policy Manual
CSBA Sample Manual Site

Policy 0430: Comprehensive Local Plan For Special Education **Status:** ADOPTED

Original Adopted Date: 02/01/1998

The Governing Board recognizes its obligation to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district.

In order to meet the needs of individuals with disabilities, the district shall participate as a member of a Special Education Local Plan Area (SELPA) with other districts and the county office of education pursuant to Education Code 56195.1.

The district shall enter into agreements with other members of the SELPA in accordance with Education Code 56195.1 and 56195.7. Consistent with these agreements, the district shall adopt policies governing the programs and services it operates. (Education Code 56195.8)

The Superintendent or designee shall work with the other members of the SELPA to develop a local plan for the education of individuals with disabilities. The plan shall be approved by the Board and the other members of the SELPA, and shall be submitted to the SPI. (Education Code 56195.1)

Each year, the Superintendent or designee shall provide to the Board any data and/or information regarding the special education funding generated by the district as supplied by the SPI and the SELPA in accordance with Education Code 56836.148.

The local plan shall be reviewed at least once every three years and updated as needed to ensure the information contained in the plan remains relevant and accurate. The local plan shall be updated cooperatively by a committee of representatives of special and regular education teachers and administrators selected by the groups they represent and with participation by parent/guardian members of the community advisory committee, or parents/guardians selected by the community advisory committee, to ensure adequate and effective participation and communication. (Education Code 56195.9)

Special education programs and services shall be reviewed on an ongoing basis. The results of such evaluations shall be used to identify and correct any program deficiencies.

Policy Reference UPDATE Service
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Policy 0430: Comprehensive Local Plan For Special Education

Status: ADOPTED

Original Adopted Date: 11/18/2010 | **Last Revised Date:** 10/07/2021 | **Last Reviewed Date:** 10/07/2021

Philosophy, Goals, Objectives, and Comprehensive Plans

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

The Governing Board **recognizes its obligation** to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district.

(cf. 3541.2 - Transportation for Students with Disabilities)
(cf. 4112.23 - Special Education Staff)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)
(cf. 6159 - Individualized Education Program)
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
(cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)
(cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)
(cf. 6159.4 - Behavioral Interventions for Special Education Students)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

Note: Option 1 below is for use by districts that have their own single-district SELPA. Option 2 below is for use by districts that join with other districts to form a SELPA. Option 3 below is for use by districts that join with a COE to form a SELPA.

(Districts that participate in a multi-district SELPA with the county office of education)

In order to meet the needs of individuals with disabilities, the district shall participate as a member of a Special Education Local Plan Area (SELPA) with other districts and the county office of education pursuant to Education Code 56195.1.

The district shall enter into agreements with other members of the SELPA in accordance with Education Code 56195.1 and 56195.7. Consistent with these agreements, the district shall adopt policies governing the programs and services it operates. (Education Code 56195.8)

The Superintendent or designee shall work with the other members of the SELPA to develop a local plan for the education of individuals with disabilities. The plan shall be approved by the Board and the other members of the SELPA, and shall be submitted to the Superintendent of Public Instruction. (Education Code 56195.1)

The local plan shall be reviewed at least once every three years and updated as needed to ensure the information contained in the plan remains relevant and accurate. The local plan shall be updated cooperatively by a committee of representatives of special and regular education teachers and administrators selected by the groups they represent and with participation by parent/guardian members of the community advisory committee, or parents/guardians selected by the community advisory committee, to ensure adequate and effective participation and communication. (Education Code 56195.9)

Special education programs and services shall be reviewed on an ongoing basis. The results of such evaluations shall be use to identify and correct any program deficiencies.

Legal Reference:
EDUCATION CODE
56000-56001 Education for individuals with exceptional needs
56020-56035 Definitions
56040-56046 General provisions
56048-56050.1 Surrogate parents

First Reading
12/14/23

PROPOSED

Policy 0450: Comprehensive Safety Plan **Status:** ADOPTED

Original Adopted Date: 11/01/2011

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

The school site council at each district school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations. (Education Code 32281, 32286)

The school safety plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law,
Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

By October 15 of each year, the Superintendent or designee shall notify the California Department of
Education (CDE) of any schools that have not complied with the requirements of Education Code 32281.
(Education Code 32288)

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that addresses tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to ~~be taken to~~ safeguard students and staff, secure ~~the~~ affected school premises, and apprehend ~~the~~ criminal perpetrator(s), shall be developed by

district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with representative(s) of employee bargaining unit(s), if they choose to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials and approve the tactical response plan, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

Safety Plan(s) Access and Reporting

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

The Superintendent or designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

The Superintendent or designee shall also provide data to CDE pertaining to lockdown or multi-option response drills conducted at district schools in accordance with Education Code 32289.5. (Education Code 32289.5)

Policy Reference UPDATE Service
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Policy 0450: Comprehensive Safety Plan

Status: ADOPTED

Original Adopted Date: 08/17/2017

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3515 - Campus Security)

(cf. 3515.2 - Disruptions)

(cf. 3515.3 - District Police/Security Department)

(cf. 3515.7 - Firearms on School Grounds)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5131.4 - Student Disturbances)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5136 - Gangs)

(cf. 5137 - Positive School Climate)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The school site council at each district school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations. (Education Code 32281, 32286)

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

The school safety plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that includes tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with a representative of an

employee bargaining unit, if he/she chooses to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

Public Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 - Access to District Records)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

First Reading
12/14/23

PROPOSED

CSBA Sample District Policy Manual
CSBA Sample Manual Site

Policy 0460: Local Control And Accountability Plan

Status: ADOPTED

Original Adopted Date: 10/01/2017

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions which are aligned with the district budget and facilitate continuous improvement of district practices.

The Board shall adopt a districtwide local control and accountability plan (LCAP), based on the template adopted by the State Board of Education (SBE), that addresses the state priorities in Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and two subsequent fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, as defined in Education Code 42238.01 for purposes of the local control funding formula (LCFF). (Education Code 42238.02)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students. (Education Code 52052)

Beginning July 1, 2025, if the district is identified by the California Department of Education (CDE) as needing an improvement plan pursuant to 34 CFR 300.600-300.647, the Board shall adopt, and update on an annual basis, an Individual with Disabilities Education Act (IDEA) Addendum, based on the template adopted by SBE. However, if the district adopts an improvement plan after being identified, but before July 1, 2025, the IDEA Addendum shall be developed upon expiration of the adopted improvement plan, but no later than July 1, 2028, whichever occurs first. The IDEA addendum shall be developed, reviewed, and approved in conjunction with and in the same manner as the LCAP and the annual update to the LCAP, and shall be submitted to CDE within 15 days of adoption by the Board. (Education Code 52064.3)

The Superintendent or designee shall review the school plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

The LCAP shall also be aligned with other district and school plans, to the extent possible, in order to minimize duplication of effort and provide clear direction for program implementation.

As part of the LCAP adoption and annual update to the LCAP, the Board shall separately adopt an LCFF budget overview for parents/guardians, based on the template developed by SBE, which includes specified information relating to the district's budget. The budget overview shall be adopted, reviewed, and approved in the same manner as the LCAP and the annual update. (Education Code 52064.1)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

Public Review and Input

The Board shall establish a parent advisory committee to provide advice on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include parents/guardians of unduplicated students as defined above and parents/guardians of students with disabilities. (Education Code 52063; 5 CCR 15495)

Beginning July 1, 2024, unless a student advisory committee is established to provide advice to the Board and Superintendent, two students shall be included as full members of the parent advisory committee. The students shall serve for a renewable term of one full school year. (Education Code 52063)
Student members of the parent advisory committee or the student advisory committee shall represent the diversity of the district's students, including geographical, socioeconomic, cultural, physical, and educational diversity, and particular effort shall be made to reach out to at-risk or disadvantaged students to serve as members of such committees. (Education Code 52063)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee

composed of a majority of parents/guardians of English learners to review and comment on the LCAP. (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the
Board for adoption, and shall respond in writing to comments received from the committee(s).

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

As part of the parent/guardian and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

The Superintendent or designee shall consult with the administrator(s) of the special education local plan area of which the district is a member to ensure that specific actions for students with disabilities are included in the LCAP and are consistent with strategies included in the annual assurances support plan for the education of students with disabilities. (Education Code 52062)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

Adoption of the Plan

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, the district budget, and the budget overview for parents/guardians, the Board shall file the LCAP, the budget, and the budget overview with the County Superintendent of Schools. (Education Code 42127, 52064.1, 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

If the County Superintendent does not approve the district's LCAP, the Board shall accept technical assistance from the County Superintendent focused on revising the plan so that it can be approved. (Education Code 52071)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by the Superintendent and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

The Superintendent or designee shall seek and/or accept technical assistance or other intervention that may be required pursuant to Education Code 52071 or 52072 when a school or a numerically significant student subgroup is not making sufficient progress toward the goals in the LCAP.

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Policy 0460: Local Control And Accountability Plan

Status: ADOPTED

Original Adopted Date: 08/12/2021 **| Last Reviewed Date:** 08/12/2021

Philosophy, Goals, Objectives, and Comprehensive Plans BP 0460(a)

LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions and to facilitate continuous improvement of district practices.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP) based on the template adopted by the State Board of Education, that addresses the state priorities in
Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

(cf. 3100 - Budget)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, as defined in Education Code 42238.01 for purposes of the local control funding formula. (Education Code 42238.02)

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

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students, or as otherwise defined by the Superintendent of Public Instruction (SPI). (Education Code 52052)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.

(cf. 0400 - Comprehensive Plans)
(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 5030 - Student Wellness)
(cf. 6171 - Title I Programs)
(cf. 7110 - Facilities Master Plan)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

(cf. 1220 - Citizen Advisory Committees)
(cf. 4140/4240/4340 - Bargaining Units)
(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code 52063; 5 CCR 15495)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

As part of the parent and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 9320 - Meetings and Notices)

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing.

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, the Board shall file the LCAP with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities, and review of effective, evidence-based programs that apply to the district's goals

2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups

3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the SPI identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP

2. Revision of the district's budget in accordance with changes in the LCAP

3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Legal Reference:
EDUCATION CODE
305-306 English language education
17002 State School Building Lease-Purchase Law, including definition of good repair
33430-33436 Learning Communities for School Success Program; grants for LCAP implementation
41020 Audits
42127 Public hearing on budget adoption
42238.01-42238.07 Local control funding formula
44258.9 County superintendent review of teacher assignment
48985 Parental notices in languages other than English
51210 Course of study for grades 1-6
51220 Course of study for grades 7-12
52052 Numerically significant student subgroups
52060-52077 Local control and accountability plan
52302 Regional occupational centers and programs
52372.5 Linked learning pilot program
54692 Partnership academies
60119 Sufficiency of textbooks and instructional materials; hearing and resolution
60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission
60811.3 Assessment of language development
64001 Single plan for student achievement
99300-99301 Early Assessment Program
CODE OF REGULATIONS, TITLE 5
15494-15497 Local control and accountability plan and spending requirements
UNITED STATES CODE, TITLE 20
6312 Local educational agency plan
6826 Title III funds, local plans

Management Resources:
CSBA PUBLICATIONS
Promising Practices for Developing and Implementing LCAPs, Governance Brief, November 2016
LCFF Rubrics, Issue 1: What Boards Need to Know About the New Rubrics, Governance Brief, rev. October 2016
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
California School Accounting Manual
California School Dashboard
LCFF Frequently Asked Questions
Local Control and Accountability Plan and Annual Update (LCAP) Template
Family Engagement Framework: A Tool for California School Districts, 2014
California Career Technical Education Model Curriculum Standards, 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS (continued)
California Common Core State Standards: English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, rev. 2013
California Common Core State Standards: Mathematics, rev. 2013
California English Language Development Standards, 2012
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California School Dashboard: http://www.caschooldashboard.org

First Reading
12/14/23

PROPOSED

CSBA Sample District Policy Manual
CSBA Sample Manual Site

Policy 3250: Transportation Fees **Status:** ADOPTED

Original Adopted Date: 12/01/1992

Whenever the cost of providing student transportation exceeds funding provided by the state, the Governing Board may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.

The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.

The transportation fee shall be waived any student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth. (Education Code 39807.5~~.~~)

At the recommendation of the Superintendent or designee, the Board may also approve a waiver of a transportation fee for any group of district students.

In addition, no charge shall be made for any transportation of a student with a disability. (Education Code 39807.5)

Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.

The Board shall certify to the County Superintendent of Schools that the district has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)

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Policy 3250: Transportation Fees

Status: ADOPTED

Original Adopted Date: 11/18/2010

No charge shall be made for any transportation of students whose individualized education program requires transportation or whose parents/guardians are determined indigent pursuant to administrative regulations.

(cf. 3540 - Transportation)

(cf. 3541.2 - Transportation for Students with Disabilities)

First Reading
12/14/23

PROPOSED

CSBA Sample District Policy Manual
CSBA Sample Manual Site

Policy 3460: Financial Reports And Accountability *Status: ADOPTED*

Original Adopted Date: 11/01/2004

The Governing Board is committed to ensuring public accountability and the fiscal health of the district. The Board shall adopt sound fiscal management policies and practices, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

The Superintendent or designee shall ensure that district financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education (CDE). The Superintendent or designee shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When submission of any such report to a local, state, and/or federal agency requires prior Board approval, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report breaking any applicable submission deadline.

The Board shall regularly assess the district's financial position and communicate the results to the public, and shall use financial reports to determine the actions and budget amendments, if any, that are needed to ensure the district's financial stability. If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall take action to resolve these conditions~~.~~ without delay. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to provide the district with needed advice or fiscal management or training.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

Gann Appropriations Limit Resolution

On or before September 15, the Board shall, at a regular or special meeting, adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

Interim Reports/Certification of Ability to Meet Fiscal Obligations

Each fiscal year, the Superintendent or designee shall submit two interim reports to the Board. The first report shall cover the district's financial and budgetary status for the period ending October 31 and the second report shall cover the period ending January 31. These reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and, on the basis of the interim report and any additional financial information known by the Board, shall certify in writing whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years

2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years

3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent. (Education Code 42131)

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial

statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

If at any time during the fiscal year, the County Superintendent concludes that the district's budget does not comply with the standards and criteria for financial stability and conducts a comprehensive review of the district's financial and budgetary conditions, the Board shall review any report of the County Superintendent's findings and recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of the Board's proposed actions on the recommendation. (Education Code 42637)

Audit Report

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

Except when, as determined by the Education Audits Appeal Panel, no otherwise eligible auditor is available, a public accounting firm whose lead or coordinating audit partner having primary responsibility for the audit~~,~~ or whose audit partner responsible for reviewing the audit~~,~~ has performed audit services for the district in each of the six previous fiscal years shall not be selected to perform a district audit. (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit 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 any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

Audit Committee

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5

2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit

3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses

4. Participate with the independent auditor in presenting the audit report to the Board

5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting

6. Provide input on the effectiveness of the independent auditor

7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems

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Policy 3460: Financial Reports And Accountability

Status: ADOPTED

Original Adopted Date: 11/18/2010

The Governing Board is committed to ensuring the fiscal health of the district and providing public accountability. The Board shall adopt sound fiscal policies, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

(cf. 3300 - Expenditures and Purchases)

(cf. 3430 - Investing)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 9000 - Role of the Board)

The Superintendent or designee shall provide the Board with financial reports throughout the year in accordance with law and as otherwise requested by the Board.

The Superintendent or designee shall ensure that all financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education. He/she shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

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

Based on financial reports provided by the Superintendent or designee and in accordance with law and administrative regulation, the Board shall:

1. Approve and file an annual statement of the district's receipts and expenditures for the preceding fiscal year (Education Code 42100)

2. Adopt a resolution identifying the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year (Education Code 42132; Government Code 7910)

3. Approve interim fiscal reports and certify whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and two subsequent fiscal years (Education Code 42130, 42131)

4. Provide for an annual audit, select an independent auditor, and review the audit report (Education Code 41020, 41020.3)

The independent auditor shall present the audit report to the Board at a public meeting and the Board shall have an opportunity to ask questions of the auditor and request further information about the audit findings.

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.

If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.

Audit Committee

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

(cf. 1220 - Citizen Advisory Committees)

(cf. 9130 - Board Committees)

(cf. 9140 - Board Representatives)

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5

2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit

3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses

4. Participate with the independent auditor in presenting the audit report to the Board

5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting

6. Provide input on the effectiveness of the independent auditor

7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems

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First Reading
12/14/23

PROPOSED

Policy 3515: Campus Security **Status:** ADOPTED

Original Adopted Date: 03/01/2007 | **Last Revised Date:** 12/01/2022

The Governing Board is committed to providing a school environment that promotes the safety of students, staff, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall develop campus security procedures, which may be included in the district's comprehensive safety plan and/or site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

Reporting Threats

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle of high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Additionally, anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator.

Surveillance Systems

In consultation with the district's school site council, safety planning committee, other relevant stakeholders, and staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous and targeted locations around school buildings and grounds. These signs shall state that the facility uses video surveillance equipment for security purposes and that the equipment may or may not be actively monitored at any time. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur and that the recordings may be used in disciplinary proceedings and/or referred to local law enforcement, as appropriate.

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

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Policy 3515: Campus Security

Status: ADOPTED

Original Adopted Date: 07/27/2017

The Governing Board is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall develop campus security procedures which are consistent with the goals and objectives of the district's comprehensive safety plan and site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

(cf. 0450 - Comprehensive Safety Plan)

Surveillance Systems

The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. In consultation with the safety planning committee and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

(cf. 5131.1 - Bus Conduct)

(cf. 5145.12 - Search and Seizure)

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur and shall state the district's system may or may not be actively monitored by school personnel. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur, explaining that the recordings may be used in disciplinary proceedings, and that matters captured by the camera may be referred to local law enforcement, as appropriate.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

(cf. 4112.6/4212.6/4312.6 - Personnel Records)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

First Reading
12/14/23

PROPOSED

CSBA Sample District Policy Manual
CSBA Sample Manual Site

Policy 3540: Transportation **Status:** ADOPTED

Original Adopted Date: 06/01/1992 |

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services. The district's transportation services may be provided by means of a joint powers agreement, a cooperative student transportation program, or a consortium, as permitted by law.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

Transportation Plan

The Superintendent or designee shall develop a transportation plan in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents/guardians, students, and other stakeholders. (Education Code 39800.1)

The transportation plan shall be presented to and adopted by the Board at an open meeting, with the opportunity for in-person and remote public comment, and shall be updated annually by April 1. (Education Code 39800.1)

The transportation plan shall include descriptions of the following: (Education Code 39800.1)

1. The transportation services offered to students

2. How transportation services will be prioritized for low-income students, students in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive

3. The transportation services accessible to students with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 USC 11301)

4. How unduplicated students, as defined in Education Code 42238.02, will be able to access available home-to-school transportation at no cost

Transportation Contracts

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

Expenses and Fees

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

Safety and Monitoring

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators, and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

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Policy 3540: Transportation

Status: ADOPTED

Original Adopted Date: 09/25/2019

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. The extent to which the district provides for transportation services shall depend upon student and community needs and a continuing assessment of financial resources.

(cf. 3100 - Budget)

(cf. 3250 - Transportation Fees)

(cf. 3541 - Transportation Routes and Services)

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 3541.2 - Transportation for Students with Disabilities)

(cf. 5116.1- Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance Agreements)

The Superintendent or designee shall recommend to the Board the most economical and appropriate means of providing transportation services.

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 5131.1 - Bus Conduct)

First Reading
12/14/23

PROPOSED

Policy 5131.7: Weapons And Dangerous Instruments **Status:** ADOPTED

Original Adopted Date: 03/01/2008

The Governing Board recognizes that students and staff have the right to a safe and secure campus free from physical and psychological harm and desires to protect them from the dangers presented by firearms and other weapons.

Possession of Weapons

The Board prohibits any student from possessing weapons, imitation firearms, or other dangerous instruments, as defined in law and administrative regulation, in school buildings, on school grounds , when using district provided transportation, at school-related or school-sponsored activities away from school, or while going to or coming from school.

If a student is in possession of a prohibited weapon, imitation firearm, or dangerous instrument which creates a threat or perceived threat of a homicidal act, any employee or other school official who is alerted to or observes such threat shall immediately report the threat to law enforcement.

Under the power granted to the Board to protect the safety of students, staff, and others on district property and to maintain order and discipline in the schools, any school employee is authorized to confiscate any prohibited weapon, imitation firearm, or dangerous instrument from any student on school grounds.

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The principal or designee shall notify law enforcement authorities when any student possesses a firearm, explosive, or other prohibited weapon or dangerous instrument without permission, sells or furnishes a firearm, or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7961)

Unless a student has obtained prior written permission as specified below, a student possessing or threatening others with any weapon, dangerous instrument, or imitation firearm shall be subject to suspension and/or expulsion in accordance with law, Board policy, and administrative regulations.

All staff shall be made aware of their responsibilities regarding the reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats.

Advance Permission for Possession of a Weapon for Educational Purposes

The parent/guardian of a student who desires to possess a firearm, imitation firearm, or other prohibited weapon on school grounds for an educational purpose shall submit a written request to the

principal, at least five school days in advance of the planned possession which explains the planned use of the weapon and the duration, together with a written explanation from the staff person responsible for the school-sponsored activity or class.

The principal may grant permission for such possession when it is determined that possession of a firearm, imitation firearm, or other prohibited weapon on school grounds is necessary for a school-sponsored activity or class or as part of the educational program. Factors that shall be considered include, but are not limited to, the planned use of the weapon, the duration and location of the planned use, whether an audience is expected, and any perceived adverse effects to the safety and well-being of students or staff. If the principal grants such permission, the student and staff person shall be provided with a written explanation regarding any limitations and the permissible duration of the student's possession.

When the principal or designee grants permission, all necessary precautions shall be taken to ensure the safety of all persons on school grounds and the safe keeping of the weapon, including, but not limited to, inspecting a firearm to verify that no live ammunition is present. Any permitted weapon shall be stored in a locked vehicle or in an appropriate, locked container before and after its authorized use.

Any student granted permission to possess a weapon may be suspended and/or expelled if the weapon is possessed or used inappropriately.

Possession of Pepper Spray

To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas or tear gas weapons such as pepper spray on campus or at school activities.

Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects, or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The Superintendent or designee ~~also~~ shall also inform staff, students, and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

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Policy 5131.7: Weapons And Dangerous Instruments

Status: ADOPTED

Original Adopted Date: 04/28/2016

The Governing Board recognizes that students and staff have the right to a safe and secure campus free from physical and psychological harm and desires to protect them from the dangers presented by firearms and other weapons.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515.3 - District Police/Security Department)

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5131 - Conduct)

(cf. 5138 - Conflict Resolution/Peer Mediation)

Possession of Weapons

The Board prohibits any student from possessing weapons, imitation firearms, or other dangerous instruments, as defined in law and administrative regulation, in school buildings, on school grounds or buses, at school-related or school-sponsored activities away from school, or while going to or coming from school.

Under the power granted to the Board to protect the safety of students, staff, and others on district property and to maintain order and discipline in the schools, any school employee is authorized to confiscate any prohibited weapon, imitation firearm, or dangerous instrument from any student on school grounds.

(cf. 4158/4258/4358 - Employee Security)

Unless he/she has obtained prior written permission as specified below, a student possessing or threatening others with any weapon, dangerous instrument, or imitation firearm shall be subject to suspension and/or expulsion in accordance with law, Board policy, and administrative regulations.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

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

The principal or designee shall notify law enforcement authorities when any student possesses a firearm, explosive, or other prohibited weapon or dangerous instrument without permission, sells or furnishes a firearm, or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7151)

(cf. 3515.2 - Disruptions)

Advance Permission for Possession of a Weapon for Educational Purposes

The parent/guardian of a student who desires to possess a firearm, imitation firearm, or other prohibited weapon on school grounds for an educational purpose shall, at least five school days in advance of the planned possession, submit a written request to the principal which explains the planned use of the weapon and the duration. The student shall also submit a written explanation from the staff person responsible for the school-sponsored activity or class.

The principal may grant permission for such possession when he/she determines that it is necessary for a school-sponsored activity or class or as part of the educational program. Factors that shall be considered include, but are not limited to, the planned use of the weapon, the duration and location of the planned use, whether an audience is expected, and any perceived adverse effects to the safety and well-being of students or staff. If the principal grants such permission, he/she shall provide the student and staff person with a written explanation regarding any limitations and the permissible duration of the student's possession.

When the principal or designee grants permission, he/she shall take all necessary precautions to ensure the safety of all persons on school grounds, including, but not limited to, inspecting a firearm to verify that no live ammunition is

present. Any weapon allowed shall be stored in a locked vehicle or in an appropriate, locked container before and after its authorized use.

A student granted permission to possess a weapon may be suspended and/or expelled if he/she possesses or uses the weapon inappropriately.

Possession of Pepper Spray

To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas or tear gas weapons such as pepper spray on campus or at school activities.

Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects, or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

(cf. 5125 - Student Records)

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The Superintendent or designee also shall inform staff, students, and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

Policy 5142: Safety

Status: ADOPTED

Original Adopted Date: 11/01/2002

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

School staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, school-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district provided transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

Crossing Guards/Student Safety Patrol

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

Student Identification Cards and Safety Information

Student identification cards of students in grades 7-12 shall have printed on them safety information, including the following: (Education Code 215.5)

1. The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number

2. The National Domestic Violence Hotline

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Policy 5142: Safety

Status: ADOPTED

Original Adopted Date: 11/18/2010

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and helps ensure student safety and the prevention of student injury. The Superintendent or designee shall implement appropriate practices to minimize the risk of harm to students, including, but not limited to, practices relative to school facilities and equipment, the outdoor environment, educational programs, and school-sponsored activities.

It shall be the policy of the South San Francisco Unified School District to provide all possible protection for the children who are attending schools in our district. Safety regulations shall be established within the schools and a procedure set up whereby parents who need their children for personal emergencies during the school day may request withdrawing them from the school for such purposes. All parents withdrawing students shall check with the school office.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3320 - Claims and Actions Against the District)

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

(cf. 3514.2 - Integrated Pest Management)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3530 - Risk Management/Insurance)

(cf. 3542 - School Bus Drivers)

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4319.43 - Universal Precautions)

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.22 - Infectious Diseases)

(cf. 5142.1 - Identification and Reporting of Missing Children)

(cf. 5143 - Insurance)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 6145.2 - Athletic Competition)

(cf. 6161.3 - Toxic Art Supplies)

(cf. 6163.2 - Animals at School)

(cf. 7111- Evaluating Existing Buildings)

Staff shall be responsible for the proper supervision of students during school hours, during school-sponsored activities, and while students are using district transportation to and from school.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety, as well as injury and disease prevention.

(cf. 5141.7 - Sun Safety)

(cf. 6142.8 - Comprehensive Health Education)

Crossing Guards/Safety Patrol

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

First Reading
12/14/23

PROPOSED

Bylaw 9250: Remuneration, Reimbursement And Other Benefits

Each member of the Governing Board may receive the maximum monthly compensation as provided for in Education Code 35120.

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. (Education Code 35120)

Board members are not required to accept payment for meetings attended.

Any member who does not attend all Board meetings during the month is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings he/she attended, unless otherwise authorized by the Board in accordance with law. (Education Code 35120)

A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

Student Board members shall receive no compensation for meetings attended. (Education Code 35012)

(cf. 9150 - Student Board Members)

Whenever a quorum of Board members serves as another legislative body which will meet simultaneously or in serial order to a Board meeting, the Board clerk or a member of the Board shall verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code 54952.3)

Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district.

The rate of reimbursement shall be at the same rate specified for district personnel, and Board members shall have a $2,000 annual limit for travel reimbursements for any travel unrelated to the California School Boards Association *Masters in Governance program, Annual Education Conference, and/or the Delegate Assembly*. This $2,000 annual limit can only be increased with additional Board review.

(cf. 1160 - Political Processes)

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 3513.1 - Cellular Phone Reimbursement)

(cf. 9240 – Board Development)

Board members shall be reimbursed for traveling expenses incurred only when authorized in advance by the Board and when performing services directed by the Board. (Education Code 35044)

(cf. 9240 - Board Development)

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

In the event a conference or workshop was not attended and registration, transportation and/or hotel accommodations were paid directly by the District, the Board may, at their discretion, require the board member to reimburse the District. Additionally, if any cancellation to attend a conference resulted in non-refundable costs to the District, the Board may, at their discretion, require the board member to reimburse the District.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designee before the expense is incurred.

Board members may use district-issued credit cards while on official district business and consistent with the limits established for district personnel. Personal expenses shall not be charged on a district-issued credit card, even if the Board member intends to subsequently reimburse the district for the personal charges.

Health and Welfare Benefits for Current Board Members

Board members may participate in the health and welfare benefits program provided for district employees.

(cf. 4154/4254/4354 - Health and Welfare Benefits)

Health and welfare benefits for Board members shall be no greater than that received by the district's no safety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums required for Board members electing to participate in the district health and welfare benefits program to the same extent that it pays for district employees.

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Former Board Members

Former Board members may participate in the health and welfare benefits program provided for district employees under the conditions specified below.

Health and welfare benefits for former Board members shall be no greater than those received by district non-safety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums for health and welfare benefits of any former Board member who served in office after January 1, 1981, began his/her term before January 1, 1995, and has served for 12 or more years. (Government Code 53201)

Any other former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office. (Government Code 53201)

Bylaw 9250: Remuneration, Reimbursement And Other Benefits

Status: ADOPTED

Original Adopted Date: 09/25/2014

Compensation

Each member of the Governing Board may receive the maximum monthly compensation as provided for in Education Code 35120.

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. (Education Code 35120)

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Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district. Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for district personnel and at the same rate of reimbursement.

(cf. 1160 - Political Processes)

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 3513.1 - Cellular Phone Reimbursement)

Board members shall be reimbursed for travel expenses incurred when performing services directed by the Board. (Education Code 35044)

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Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

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Board members may participate in the health and welfare benefits program provided for district employees.

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Health and welfare benefits for Board members shall be no greater than that received by the district's nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums required for Board members electing to participate in the district health and welfare benefits program to the same extent that it pays for district employees.

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The district shall pay the premiums for health and welfare benefits of any former Board member who served in office after January 1, 1981, began his/her term before January 1, 1995, and has served for 12 or more years. (Government Code 53201)

Any other former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office. (Government Code 53201)

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: December 14, 2023

RE: Approval of 2024 Summer School Programs

BACKGROUND:

The South San Francisco Unified School District will offer the following summer school programs:

- Extended School Year
- Pre-School Summer Program
- Elementary School Programs
- Middle School Programs
- High School Programs
- STEAM 3 - 8
- Seamless Summer Meal Program and National Breakfast Lunch Program

PRE-SCHOOL SUMMER PROGRAM

Extended School Year - 20 days
The Extended School Year Program is for Special Education students that need additional schooling as outlined by their Individual Education Plan (IEP).

ELEMENTARY SUMMER PROGRAMS

Extended School Year - 20 days
The Extended School Year Program is for Special Education students that need additional schooling as outlined by their IEP.

Migrant Education - 20 days
A summer bridge program will be offered to elementary migrant education students. This program will focus on reinforcing literacy and math skills.

Big Lift Inspiring Summers - 25 days
First 5 of San Mateo and the Silicon Valley Community Foundation have provided grant funding to support Kindergarten, 1st grade, 2nd grade, and 3rd grade readiness programs.

Elementary STEAM Project Based Learning Program - 20 days
This program is for 3rd through 5th grade students to support learning in the curricular areas of Science Technology Engineering Arts Mathematics (STEAM) through project-based learning lessons. Students will focus on building their 21st Century competencies: Communication, Critical thinking, Creativity, and Collaboration.

MIDDLE SCHOOL PROGRAMS

Extended School Year - 20 days
The Extended School Year Program is for Special Education students that need additional schooling as outlined by their IEP.

Middle School STEAM Project Based Learning Program - 20 days
This program is for 6th through 8th grade students to support learning in the curricular areas of Science Technology Engineering Arts Mathematics (STEAM) through project-based learning lessons. Students will focus on building their 21st Century competencies: Communication, Critical Thinking, Creativity, and Collaboration.

Math Intervention - 20 days
This math intervention program (Elevate) will provide students in 3rd through 8th grade with support on critical Common Core mathematics skills and lessons which will motivate them as they prepare for the math pathway of their choice.

Migrant Education - 20 days
A summer bridge program will be offered to elementary migrant education students. This program will focus on reinforcing literacy and math skills. Migrant education is funded with federal migrant education funds.

HIGH SCHOOL PROGRAMS

Non Graduation Seniors - 12 days per session
This program is scheduled for two 3-week sessions for seniors who lack five or ten credits toward graduation. Students will attend for three weeks for five units and six weeks for ten units.

Core Academic Summer School - 12 days per session
This program will operate for two 3-week sessions and will provide students with the opportunity to make up subjects in the following core academic areas:

- English/Language Arts

- History/Social Science
- Science
- Mathematics
- Physical Education
- Health
- ELD classes
- CTE (Career Technical Education)
- Resource teacher(s) to support ESY eligible SWD in ELA (English Language Arts) and math

Migrant Education Program - 20 days
A summer bridge program will be offered to high school migrant education students This program will focus on reinforcing literacy, math skills, STEAM and/or College and Career.

FISCAL IMPLICATIONS:

SSFUSD will fund most of the 2024 Summer School Programs through LCAP (Local Control and Accountability Plan) Supplemental monies.

The Big Lift Inspiring Summers will be funded by a First 5 and Silicon Valley Community Foundation grant.

The Migrant Education program will be funded with federal Migrant Education funds.

The District would like to continue our partnership with Young Audiences, and we have allocated up to $200,000 to support Visual and Performing Arts education during our STEAM programs and other summer school programs.

We are also exploring potential partnerships to provide before and after school care for students in the STEAM programs (3-8). SSFUSD is allocating approximately $75,000 for this service and this would be funded via a San Mateo County Enrichment grant or LCFF Supplemental monies.

We are allocating $1,500,000 to support the 2024 Summer Programs. Please note that the exact breakdown of each program is not available at this time.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the proposed 2024 Summer School programs.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

Sabrina Yacoub, Director Pupil Personnel, Special Education

DATE: December 14, 2023

RE: Approval of Funding Changes for Contracts with Translation and Interpretation with the following Non-Public Agencies (NPA): Certified Language Services

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BACKGROUND:

SSFUSD contracts with non-public agencies (NPAs) in order to provide specialized services and support for vacancies that we either are not able to fill internally or do not have allocated internally and are required to provide. On May 11, 2023, the Board approved the following NPA contract for translation and interpretation services:

Non-Public Agency	Category of Services	PSA or MOU	Description of Services Provided	Agreement Details	Billing Details	Estimated Cost for 23-24
Avid Translations	Staffing	**PSA**	**ASL Para Interpreter** *This agreement is set up to continue contracting with 2 ASL Interpreters through this agency to fill a continuing vacant position, as well as to fill any other ASL Interpreter vacancies.	2 ASL Para Interpreters	$120/hr (in-person)	$300,000

	Translations		**Interpretation and Translation** (video and in person) of IEP meetings	On demand, as needed	$105/hr. (video) $115/hr. (in person) $105/page (document) $.022/word (multiple documents)	$300,000

On September 21, 2023, the Board approved allow Special Education to conduct business with Certified Languages for on-demand interpretation services in preparation of IEP meetings in the amount of $25,000.

AVID is not able to keep up with the volume of translation needs at SSFUSD and has requested, on a few occasions, to pause on submissions. As a result, we need to contract with more than one agency to keep up with our translation needs. This request is to increase the PSA with Certified Languages to $150,000, taken from the approved AVID allocation, changing the approved amounts as follows:

- AVID decreases from $600,000 to $450,000, transferring $150,000 to the Certified Languages allocation
- Certified Languages increases from $25,000 to $175,000, adding $150,000 from the AVID allocation

FISCAL IMPLICATIONS:

Net Zero. Special Education is within its allocation of $600,000 for translation and interpretation services for the 2023-24 school year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve these changes in order to fulfill translation and interpretation needs for Individualized Education Plan (IEP) service agreements.

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: December 14, 2023

RE: Approval of CSEA Appointment to the Personnel Commission

BACKGROUND:

Personnel Commissioners are appointed for three-year terms on a rotating basis. The three commissioners are appointed as follows:

1. Board of Trustees' appointment
2. Board of Trustees' appointment upon recommendation of CSEA
3. Commissioners' appointment

The Rules and Regulations of the Classified Service states that where a system is already in existence and a vacancy in a position nominated by the classified employees will occur, the classified employees shall submit the name of its nominee to the governing board at least 30 days prior to the date on which the vacancy will occur and the governing board shall appoint that nominee to be effective on the date on which the vacancy would occur and the board shall appoint the nominee, unless the classified employees voluntarily withdraw the name of the nominee and submit the name of a new nominee. In the latter case, the Board shall then appoint the new nominee.

Scott Grindy, CSEA's appointment, completed his term at noon on December 1, 2023. During the CSEA Chapter meeting held on Tuesday, November 14, 2023, chapter members voted to appoint Mr. Michael Glines as the new Classified Appointee for a three-year term as their representative on the Personnel Commission.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve CSEA's nominee to the Personnel Commission for a three-year term, commencing on December 1, 2023 through December 1, 2026.

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: December 14, 2023

RE: Approval of Variable Term Waiver (VTW) for the 2023-24 School Year - Ahmad Rafah

---

BACKGROUND:

The 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.

Ahmad Rafah is an employee at Parkway Heights Middle School. Mr. Rafah requires a Variable Term Waiver under Education Code Section §44265 Professional Preparation Program for a Single Subject Credential in Social Science. Education Code Section 44252 (b), Basic Skills Requirement (BSR), and Education Code Section 44253.3, EL Authorization for Credential, Mr. Rafah will be applying to a credential program in the Spring.

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 Ahmad Rafah, a certificated employee at Parkway Heights Middle School.

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: December 14, 2023

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

---

BACKGROUND:

On May 25, 2023, the Board approved the purchase of an ongoing annual subscription to the EveryDay Labs, Inc. attendance software platform, including EveryDay Intervention, EveryDay Truancy, and EveryDay Pro features/modules.

The purpose of this addendum is to amend the agreement so that EveryDay Labs, Inc., Inc. can include up to an additional 10,000 mailings to families throughout the program. Currently, our allocation for mailings is limited to the District's most chronically absent students. However, we believe that proactively sending mailings to a broader range of students can have a substantial positive impact, from students exhibiting early patterns of developing chronic absenteeism, to those experiencing absenteeism at the most severe levels.

EveryDay Labs, Inc. will send up to 15,099 Mail Nudges in English and Spanish, and unlimited Text Nudges for up to 6,055 students in English and Spanish based on a delivery calendar and student eligibility criteria mutually agreed upon by EveryDay Labs, Inc. and the District. (These are estimated numbers of Nudges, as the exact number will depend on actual data and student attendance)

FISCAL IMPLICATIONS:

The proposed addendum increases SSFUSD's 2023-24 school year subscription with EveryDay Labs, Inc. by an additional $10,000, from $77,840.70 to $87,840.70, to be paid out of the District's LCAP.

This will also affect SSFUSD's ongoing annual subscription with EveryDay Labs, Inc., increasing from an estimated $82,840.70 to $92,840.70, beginning with the 2024-25 school year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the addendum to the District's annual subscription agreement with EveryDay Labs, Inc.

EveryDay Labs, Inc.
303 Twin Dolphin Drive, Suite 600
Redwood City, CA 94065

AMENDMENT TO EVERYDAY LABS, INC. AND SOUTH SAN FRANCISCO CONTRACT AND DATA USE AGREEMENT DATED JUNE 2, 2023

This Amendment No. 1 ("Amendment") to the Contract and Data Use Agreement between EveryDay Labs, Inc. and South San Francisco Unified School District executed on June 2, 2023 ("Agreement") is entered into on the "Effective Date," which shall be the date on which the Amendment is fully executed by both parties, between EveryDay Labs, Inc., ("EveryDay Labs"), and South San Francisco Unified School District ("District").

The purpose of this Amendment is to amend the Order Form of the Agreement so that EveryDay Labs, Inc. can include up to an additional 10,000 mailings throughout the program.

The Order Form of the Agreement is hereby removed and replaced in its entirety with "Exhibit A, Order Form" attached hereto.

Except as specifically provided for herein, all other terms of the initial agreement remain in full force and effect. In the event of an inconsistency between the terms and conditions in this Amendment and the Agreement, the provisions herein shall prevail.

AGREED BY:
DISTRICT: __South San Francisco Unified School District_____

By: _____ Date: _____

Name: _____ Title: _____

AGREED BY:
EveryDay Labs, Inc.

By: _____ Date: _____

Name: _____ Title: _____

Exhibit A: Order Form

Scope of Work:
As described below, EveryDay Labs and District will work together to implement a personalized intervention and engagement solution for up to 6,055 students designed to support student success by preventing student absenteeism, engaging students' families, and connecting families to district supports.

The scope will include:

- Personalized attendance nudge interventions delivered via mail ("Mail Nudges") and text ("Text Nudges") sent during impact windows aligned to the academic calendar.
- 24/7 Family Support Bot to help families with barrier-specific needs by directing them to the right resource or connecting them directly to our Family Support Team for more complex issues
- Access to the Family Support Team, which provides families with one-on-one support by phone during business hours to help connect them to resources that address their student's attendance barriers

EveryDay Labs will send up to 15,099 Mail Nudges* in English and Spanish and unlimited Text Nudges** for up to 6,055 students in English and Spanish based on a delivery calendar and student eligibility criteria mutually agreed upon by EveryDay Labs and District.
**Estimated # of Nudges; exact number will depend on actual data and student attendance. Additional Mail Nudges can be purchased at the District's option for $1/each.*
***Text Nudges are sent to one phone number per student*

EveryDay Intervention also includes:

- Program Manager to support the program's implementation, provide periodic updates, answer questions, and lead information webinar trainings for school and district staff
- Program monitoring including information about students receiving Mail Nudges and Text Nudges and parent/guardian calls to the Family Support Team, and students who may have out of date addresses
- End of year program impact analysis

EveryDay Labs will use data from the District to deliver EveryDay Intervention, analyzing the data to determine which students receive each type of personalized intervention, determining appropriate content for each student based on their grade, attendance record, language, school, and other factors. EveryDay Labs will generate, print, and deliver/mail the Mail Nudges and Text Nudges.***

EveryDay Labs will apply criteria to personalize the content for each student and to identify the students most likely to benefit from receiving each communication, considering attendance patterns and other factors. Specific students may be excluded by the District through the process described in the EveryDay Labs Data Specification and Transfer Standards. EveryDay Labs will also exclude students whose parents or guardians have elected to opt-out of receiving program communications (Mail or Text Nudges), as well as those who don't meet other eligibility criteria (e.g. undeliverable address or phone number).

EveryDay Pro:
EveryDay Labs will provide the web-based attendance analysis and collaboration platform EveryDay Pro, which empowers attendance teams to analyze data, coordinate intervention, and track student progress for up to 6,055 students. EveryDay Pro includes one virtual 90 minute implementation training for up to 35 administrators.

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

Truancy Support:
EveryDay Labs will provide a web-based interface, within EveryDay Pro, where the district can:

- Review students eligible to receive notices of truancy
- Select students to send notices to

<table>
<tr><td colspan="2">

- View reporting on how many students have received each notice, how many were eligible, and how many notices still need to be sent

EveryDay Labs will print and mail truancy notices for selected students no less than once per week, up to a total of 3,936 notices.

***Data Consultant can be provided to assist the District with SIS automation for $5,000 for up to 50 hours of consulting.</td></tr>
<tr><td colspan="2">Fees: $87,840.70</td></tr>
<tr><td>Payment Schedule:
Payment already received: $77,840.70

Payment due upon amendment signature: $10,000.00</td><td>Term: The term of this Agreement commences on the Effective Date and expires June 2, 2024, subject to early termination as provided herein (the “Term”).</td></tr>
</table>

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: December 14, 2023

RE: Approval of BambooHR Advantage Hiring and Onboarding System

---

BACKGROUND:

On June 22, 2023, the South San Francisco Unified School District Board of Trustees' approved a set of annual strategic priorities for the 2023-24 school year specifically for talent management.

During the Fall 2023 semester, through our partnership with the Bay Ed Fund, the District's Human Resources Department enlisted the consulting services of the Urban Schools Human Capital Academy to conduct an assessment of the department's current organizational structure, systems, and staff capacity in order to determine opportunities for improvement in customer service efficiency.

As it pertains to talent management, the assessment's key findings and recommendations included, but were not limited to, identifying and prioritizing critical workflows (e.g., hiring and onboarding), upgrading technology systems with universal integration capabilities to reduce inefficiencies (e.g., manual procedures), and improving process transparency.

A Fit, Feasibility, Monitoring, and Evaluation (FFME) Steering Committee comprised of eight representatives from the Human Resources Department, Educational Services Department (Technology), Business Services Department (Payroll/Benefits), and a School Principal tested and evaluated several different human resources management solutions specifically designed to streamline the hiring and onboarding process for new employees.

The FFME Steering Committee ultimately determined that the BambooHR Advantage solution fulfilled the requirements outlined in the assessment's key findings and recommendations.

FISCAL IMPLICATIONS:

BambooHR operates on a monthly subscription basis. The BambooHR Advantage software subscription, which includes an employee profile, applicant tracking system, hiring, and onboarding, totals $2,793.50 per one month of service. BambooHR also requires a one-time Human Resources Information System (HRIS) implementation cost of $5,500.00.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the BambooHR Advantage monthly software subscription and one-time implementation cost to support the previously Board-approved set of District priorities for the 2023-24 school year, specifically for talent management.

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: December 14, 2023

RE: Approval of The Education Team Service Agreement for 2023-24

BACKGROUND:

The South San Francisco Unified School District has a continued need for substitutes to fill teacher and paraeducator vacancies on a daily basis. There is an existing service agreement in place between the South San Francisco Unified School District and The Education Team dated 2019.

FISCAL IMPLICATIONS:

The hourly rate for a substitute teacher from The Education Team can range between $36.95 to $65.96 based on each candidate's qualifications (e.g., level of education attained or credential(s) held). Due to the variation in terms of the number of daily requests and the qualifications of each substitute teacher, we are unable to predict the fiscal implications for the District.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve continuing the District's agreement with The Education Team to support the on-going need for substitute credentialed teachers in the 2023-24 school year.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

Nathan Sundaram, Director of Technology

DATE: December 14, 2023

RE: Approval of GoGuardian Software License Renewal

BACKGROUND:

GoGuardian is a content filtering software used to restrict and filter access to content on student devices and have teachers monitor the usage in the classroom to improve student engagement. Since the students are using District electronic devices (like Chromebooks), their content must be filtered to comply with State and Federal laws, like the Children's Internet Protection Act (CIPA), which is tied to E-rate funding. The current GoGuardian software license, which the District has been using since 2021, will expire on January 20, 2024. Staff are renewing the license for another three years.

FISCAL IMPLICATIONS:

The cost of a 3-year GoGuardian license via CDW Government is **$132,249.60**. This will be paid for from the Technology Services budget.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with CDW Government for a 3-year license with GoGuardian in the amount of $132,249.60.

QUOTE CONFIRMATION

JOLENE MALFATTI,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NNLV276	9/11/2023	GOGUARDIAN RNWL	1598440	$132,249.60

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
GoGuardian Admin - subscription license (3 years) - 1 license Mfg. Part#: GG-ADM3Y-001500 UNSPSC: 43233205 Electronic distribution - NO MEDIA 1/21/2024 - 1/20/2027 Contract: Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT)	8064	4159131	$8.20	$66,124.80
GoGuardian Teacher - subscription license (3 years) - 1 license Mfg. Part#: GG-TCR3Y-001500 UNSPSC: 43233205 Electronic distribution - NO MEDIA 1/21/2024 - 1/20/2027 Contract: Irvine USD 19/20-01 IT Tech & Peripherals (19/20-01 IT)	8064	4159256	$8.20	$66,124.80

These services are considered Third Party Services, and this purchase is subject to CDW's Third Party Cloud Services Terms and Conditions, unless you have a written agreement with CDW covering your purchase of products and services, in which case this purchase is subject to such other written agreement.

The third-party Service Provider will provide these services directly to you pursuant to the Service Provider's standard terms and conditions or such other terms as agreed upon directly between you and the Service Provider. The Service Provider, not CDW, will be responsible to you for delivery and performance of these services. Except as otherwise set forth in the Service Provider's agreement, these services are non-cancellable, and all fees are non-refundable.

SUBTOTAL	$132,249.60
SHIPPING	$0.00
SALES TAX	$0.00
GRAND TOTAL	**$132,249.60**

PURCHASER BILLING INFO	DELIVER TO

Billing Address:	Shipping Address:
SOUTH SAN FRANCISCO SCHOOL DISTRICT ACCTS PAYABLE 398 B ST SOUTH SAN FRANCISCO, CA 94080-4423 **Phone:** (650) 877-8700 **Payment Terms:** NET 30-VERBAL	SOUTH SAN FRANCISCO SCHOOL DISTRICT JOLENE MALFATTI 398 B ST SOUTH SAN FRANCISCO, CA 94080-4423 **Phone:** (650) 877-8700 **Shipping Method:** ELECTRONIC DISTRIBUTION
	Please remit payments to:
	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Justin Davenport | (866) 246-8136 | justdav@cdwg.com

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For more information, contact a CDW account manager

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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: December 14, 2023

RE: Approval of Change Order #2 to the Contract with R&S Construction Management for the ECHS Accessibility Pathway and ADA Ramp Project.

BACKGROUND:

The South San Francisco Unified School District awarded a contract for the ECHS Accessible Pathway and ADA Ramp Project (07-23) to R&S Construction Management Inc. on March 23, 2023. The original contract award was for $380,866. This project includes building a long concrete walkway and also three (3) different ramps along with new fencing bordering the City of Colma's Lawndale Drive.

Change Order # 01 included changes that had to be made to get the walkway ready for school graduation. There was some unforeseen scope of work, as well as an omission on the school's part to drive the electric golf cart through the final ramp at the football field. In order that the work was completed on the project to allow for the use of students and staff, the District staff has authorized the contractor to proceed with the changed scope of work.

This second change order includes two items. The first item is to reconcile some existing grade issues beyond our property line and introduce a header to control dirt from the berm to migrate onto the new ramp surface. The other item is to replace the City of Colma's irrigation system in the berm that falls within its boundary. It was accidentally damaged during construction, and the City of Colma is requiring the District to do the repairs and replace some plants.

The Change Orders are not final until approved by the Board.

FISCAL IMPLICATIONS:

By this action: **$15,000**. This will be paid for by the Facilities Fund (Fund 40).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve Change Order #2 to the Contract with R&S Construction Management Inc. for the ECHS Accessible Pathway and ADA Ramp Project (07-23) to the amount of $15,000.

DOCUMENT 00 63 63

CHANGE ORDER FORM

South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

CHANGE ORDER NO.:
2

CHANGE ORDER

Project: El Camino HS Accessibly Pathway and ADA Ramp
Bid No.: _____

Date: 12/01/2023
DSA File No.: 41-H6
DSA Appl. No.: 01-120675

The following parties agree to the terms of this Change Order:

Owner: SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Contractor: R&S Construction Management

Architect: 19Six Architects

Project Inspector: Erik Hebert

Reference	Description	Cost	Days Ext.
PCO #6 Requested by: Performed by: Reason:	Redwood header and grading at Bottom of Ramp A 19Six Architects R&S Construction Inc. Dirt management at lower ramp A due to grading result after irrigation and landscape scope complete	$ 2,352.00	50
PCO #7 Requested by: Performed by: Reason:	Landscape repairs at El Camino HS 19Six Architects R&S Construction Inc. Colma irrigation and landscape repair obligation due to encroachment. Two Rhaphiolepis plants.	$12,648.00	80

Contract time will be adjusted as follows: Previous Completion Date: July 20, 2023 130 Calendar Days Extension (zero unless otherwise indicated) Current Completion Date: November 27, 2023	Original Contract Amount:	$ 380,866.90
	Amount of Previously Approved Change Order(s):	$31,076.85
	Amount of this Change Order:	$15,000.00
	Revised Contract Amount:	$426,843.75

The undersigned Contractor approves the foregoing as to the changes, if any, to the Contract Price specified for each item, and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for

the consideration stated therein. Submission of sums which have no basis in fact or which Contractor knows are false are at the sole risk of Contractor and may be a violation of the False Claims Act set forth under Government Code section 12650 et seq.

This change order is subject to approval by the governing board of this District and must be signed by the District. Until such time as this change order is approved by the District's governing board and executed by a duly authorized District representative, this change order is not effective and not binding.

It is expressly understood that the compensation and time, if any, granted herein represent a full accord and satisfaction for any and all time and cost impacts of the items herein, and Contractor waives any and all further compensation or time extension based on the items herein. The value of the extra work or changes expressly includes any and all of the Contractor's costs and expenses, and its subcontractors, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project including without limitation, cumulative impacts. Any costs, expenses, damages or time extensions not included are deemed waived.

Signatures:

District:		Contractor:	
Wazi Chowdhury	Date	R&S Const. Management	Date
Architect:		Project Inspector:	
Ralph Le Roux	Date	Erik Hebert	Date

END OF DOCUMENT

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: December 14, 2023

RE: Approval of Professional Services Agreement with Hohbach-Lewin, Inc. for Topographical Survey Services for the Westborough Middle School Athletic Field and Pavement Project under the Measure T Bond Program

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BACKGROUND:

The South San Francisco Unified School District is acquiring the services of Hohbach-Lewin, Inc. to provide topographical survey services for the Athletic Field and Pavement Project at Westborough MS under the Measure T Bond Program.

A Request for Proposals (RFP) was approved by the Board of Trustees on November 16, 2023, for a pool of qualified firms to provide surveying and topographical services. The Bond Management Team requested a proposal from Hohbach-Lewin, Inc. with the scope of work for conducting a topographic survey for this project.

FISCAL IMPLICATIONS:

The cost of services is **$68,000**. This will be paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the professional services agreement with Hohbach-Lewin, Inc. for topographic survey services for the Westborough MS Athletic Field and Pavement Project in the amount of $68,000.

November 7, 2023
November 17, 2023 (revised)
December 1, 2023 (revised)

Lori Shelton
Director of Bond Program
South San Francisco USD
398 B Street
South San Francisco, CA 94080

Project: Westborough Middle School Site Survey
2570 Westborough Blvd, South San Francisco
Hohbach-Lewin Project 17604.32

Subject: Proposal for Surveying Services

Kent:

PRINCIPALS:
DOUGLAS HOHBACH S.E.
DAN LEWIN S.E.
JOAQUIM ROBERTS S.E.
ANTHONY LEE S.E.
SAM SHIOTANI S.E.
LES TSO S.E.
KEVIN MORTON S.E.

ASSOCIATE PRINCIPALS:
STUART LOWE S.E.
MICHAEL RESCH S.E.

SENIOR ASSOCIATES:
VICKY RUNDORFF S.E.
GREG RODRIGUES S.E.
EDDIE HUI S.E.
STACY GADDINI S.E.

ASSOCIATES:
BRIAN HO S.E.
PHYLLIS MAK S.E.
MOHAMED IBRAHIM S.E.
MOLLY SOUKHASEUM S.E.
BRENT CRAWFORD S.E.
KYLE HAAS S.E.
ANDREW ARNOLD P.E.

DIRECTOR OF CIVIL ENGINEERING:
BILL HENN

As requested, we are providing a proposal for the Partial Topographic Survey of the Westborough Middle School site. The survey includes two specific scopes, Athletic Field Reconstruction & Hard Court/Parking & Circulation improvements. Our fee was based on the colored plans you sent us, L0.0 of the Verde Design Westborough MS Turf Field Improvements project from 2019 (see exhibit below). We currently have the Survey Crew and Utility Locator scheduled to be on-site December 22, 2023- January 5, 2024 (School Holiday Break). We will have about 2-3 weeks of fieldwork and 1-2 weeks of office work. Someone from the school district will need to give the Surveyor and Utility locator access to any portions of the campus that are locked.

Scope of Survey

1. Soccer Field Area, we will confirm survey grades from previous aerial survey.
2. Survey of the Accessibility Path of travel as shown on attached "Accessibility Plan" sheet L0.0 of Verde Design Westborough MS Turf Field Improvements project from 2019.
3. Survey of Basketball Court area
4. Survey of city sidewalk/roadway area along Westborough Blvd for future drop off/driveway area
5. Survey of the Lunch Patio/Courtyard area
6. Spot grades of all doors along the accessible path of travel
7. Survey of accessible path from main building to adjacent buildings
8. Utility locator will mark utilities that are traceable in the basketball court area, existing parking lot area, fire access lane area and area were future driveway/access drive proposed. As shown on plan sent to us.

9. Any coordination\meetings with Verde Design or School District

Surveying Services:

We will prepare a Partial Topographic Survey Plan. The plan will be drafted in an AutoCAD format and will indicate the following:

- Spot elevations and contours at a one-foot interval to determine drainage pattern based on the local vertical datum.
- Location of existing structures with finish floor elevations and associated exterior grades along with the roof peak elevation.
- Location of nearest face of building on adjacent side properties.
- Visible and overhead utilities.
- Underground utilities will be shown per available record information and Utility markings from Utility locator.
- Accessible underground utilities such as sanitary sewer and storm drain. Pipe inverts and sizes will also be shown.
- Tree locations and sizes for trees 6” diameter or greater with approximate driplines.
- Location and elevation of existing site features such as, but not limited to, fences, gates, driveways, fronting street pavement, walls, walks, patios and other hardscape.
- Property line boundary data and lot square-footage based upon record information (property corners will not be marked or set on the ground).
- Easements, if any, if a title report is provided to us with this agreement.
- We will contract a Utility Locator service to mark locatable and traceable utilities, the survey crew will pick up all utility markings.
- We will also be review and marking up all as-built drawings given to us to document existing utilities.

Exclusions:

1. Title Report
2. Arborist Tree Survey

Surveying Fees

Task I

- Review all available as-builts documents made available by the School District.
- Review Title Report made available by School District
- Hohbach-Lewin will try to get access to all City Utility block maps to document public utilities.

Task II

- Field Work associated with the play field.
- Defined other area as described above
- Pickup all Utility Marking placed by Utility locator.
- Document in CAD file all found Utilities (Marked by Utility Locator) and Utilities shown on As-Builts.

Task III

- Utility Locator will mark all utilities that are traceable.

Task 1	$ 4,000
Task 2 Topographic Survey	$38,000
Task 3 Utility Locator	$26,000

We will have no Reimbursable expenses.

We propose to provide Additional Services as requested on a labor and expenses basis per the attached rate sheet.

Any meetings outside of the ones defined in the scope of the project will also be billed on a labor and expenses basis.

Direct reimbursable expenses (consisting of courier costs, CAD plotting and printing for formal submittals) incurred in the performance of these services will be billed at our direct costs plus 10%.

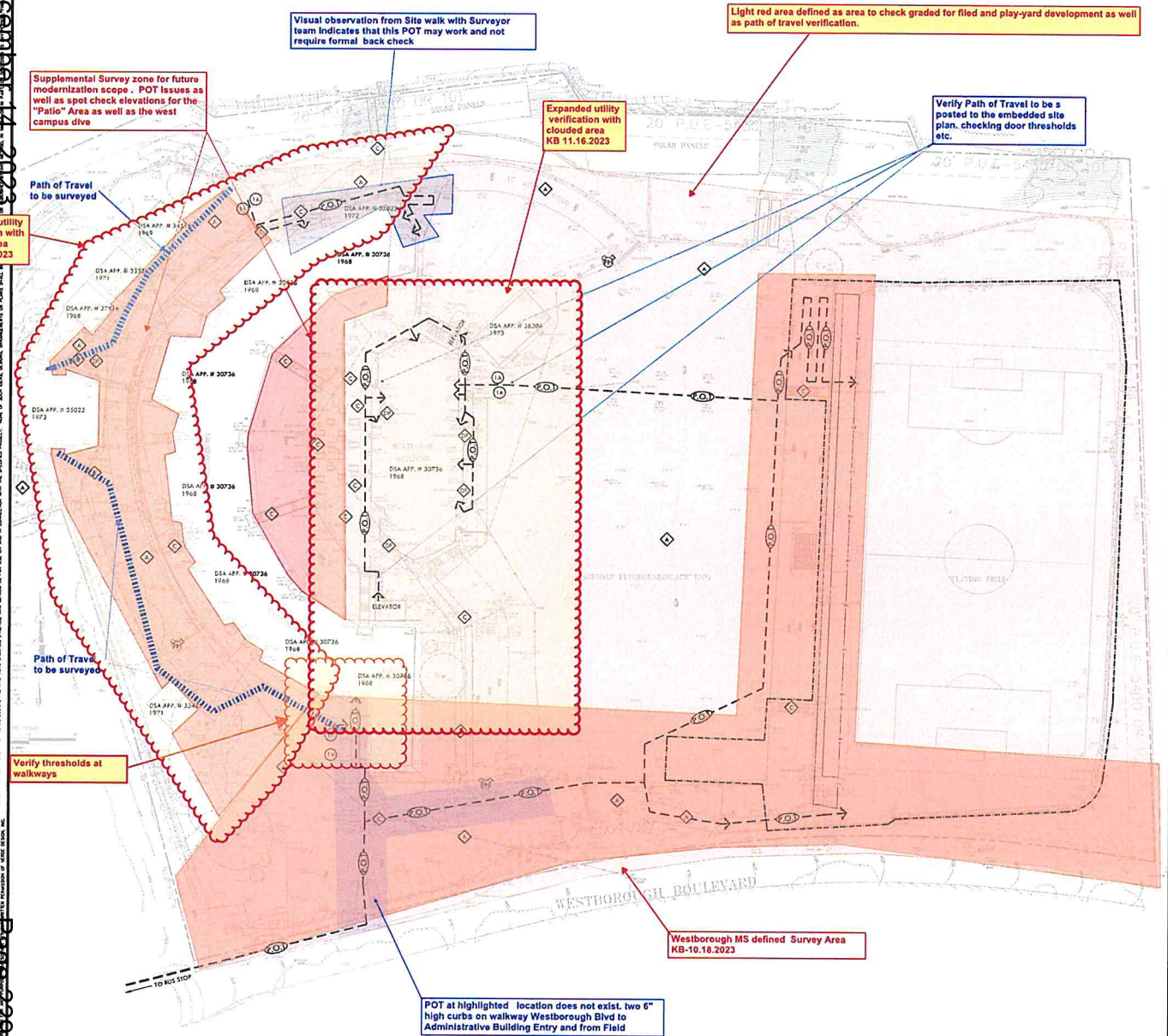
We will bill at the completion of project milestones. These invoices will include charges for percentage completion of basic services, and expended labor for any authorized additional services and for reimbursable expenses.

We will proceed once we have written approval/PO agreement.

Please contact me with any questions or comments. We are looking forward to assisting you on this project.

Sincerely,

William J Henn
Civil Engineering Department Manager



ACCESSIBILITY NOTES

A. PATH OF TRAVEL - ALL EXISTING PEDESTRIAN ROUTES INDICATED AS A PATH OF TRAVEL HAVE BEEN VERIFIED BY THE LANDSCAPE ARCHITECT TO COMPLY WITH THE FOLLOWING, OR THE REMEDIAL WORK NEEDED TO COMPLY WITH THE FOLLOWING IS SHOWN IN THESE DOCUMENTS.

- AT LEAST 48" IN WIDTH, OR AS APPROVED BY CODE.
- WITHOUT ABRUPT LEVEL CHANGES EXCEEDING ¼" IF BEVELED AT 1:2 MAXIMUM SLOPE, OR VERTICAL LEVEL CHANGES EXCEEDING ½".
- WITH A FIRM, STABLE, AND SLIP RESISTANT WALKING SURFACE.
- WITH A RUNNING SLOPE OF 1:20 OR LESS, UNLESS OTHERWISE INDICATED, AND A CROSS SLOPE OF 1:48 (¼" / FT.) OR LESS.
- IS FREE FROM OVERHEAD OBSTRUCTIONS WITHIN 80" ABOVE THE WALKING SURFACE; AND
- IS FREE OF OBJECTS WHICH PROTRUDE MORE THAN 4" BETWEEN THE HEIGHTS OF 27" AND 80" ABOVE THE WALKING SURFACE.

B. THE INTENT OF THE DRAWINGS AND SPECIFICATIONS IS TO MODIFY THE FACILITY FOR ACCESSIBILITY IN ACCORDANCE WITH TITLE 24, CALIFORNIA CODE OF REGULATIONS. SHOULD ANY CONDITIONS DEVELOP THAT ARE NOT COVERED BY THE CONTRACT DOCUMENTS SUCH THAT THE FINISHED WORK WILL NOT COMPLY WITH TITLE 24, A CONSTRUCTION CHANGE DIRECTIVE (CCD) DETAILING AND SPECIFYING THE WORK REQUIRED TO BRING CONDITIONS INTO COMPLIANCE WITH TITLE 24 SHALL BE SUBMITTED TO AND APPROVED BY DSA BEFORE PROCEEDING WITH THE WORK.

C. ALL EXISTING AND PROPOSED GATES SHALL HAVE BREAKAWAY LOCKS INSTALLED.

D. "DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE STATEMENT: THE POT IDENTIFIED IN THESE CONSTRUCTION DOCUMENTS IS COMPLIANT WITH THE CURRENT APPLICABLE CALIFORNIA BUILDING CODE ACCESSIBILITY PROVISIONS FOR PATH OF TRAVEL REQUIREMENTS FOR ALTERATIONS, ADDITIONS AND STRUCTURAL REPAIRS. AS PART OF THE DESIGN OF THIS PROJECT, THE POT WAS EXAMINED AND ANY ELEMENTS, COMPONENTS OR PORTIONS OF THE POT THAT WERE DETERMINED TO BE NONCOMPLIANT 1) HAVE BEEN IDENTIFIED AND 2) THE CORRECTIVE WORK NECESSARY TO BRING THEM INTO COMPLIANCE HAS BEEN INCLUDED WITHIN THE SCOPE OF THIS PROJECT'S WORK THROUGH DETAILS, DRAWINGS AND SPECIFICATIONS INCORPORATED INTO THESE CONSTRUCTION DOCUMENTS. ANY NONCOMPLIANT ELEMENTS, COMPONENTS OR PORTIONS OF THE POT THAT WILL NOT BE CORRECTED BY THIS PROJECT BASED ON VALUATION THRESHOLD LIMITATIONS OR A FINDING OF UNREASONABLE HARDSHIP ARE SO INDICATED IN THESE CONSTRUCTION DOCUMENTS. DURING CONSTRUCTION, IF POT ITEMS WITHIN THE SCOPE OF THE PROJECT REPRESENTED AS CODE COMPLIANT ARE FOUND TO BE NONCONFORMING BEYOND REASONABLE CONSTRUCTION TOLERANCES, THEY SHALL BE BROUGHT INTO COMPLIANCE WITH THE CBC AS A PART OF THIS PROJECT BY MEANS OF A CONSTRUCTION CHANGE DOCUMENT.

ACCESSIBILITY LEGEND

SYM	DESCRIPTION
	PROJECT LIMIT OF WORK
P.O.T.	ACCESSIBLE PATH OF TRAVEL
	PEDESTRIAN ACCESS
HA	NUMBER OF PROPOSED ACCESSIBLE PARKING STALLS
HV	NUMBER OF PROPOSED VAN ACCESSIBLE PARKING STALLS
	EXISTING FIRE HYDRANT
	EXISTING CONCRETE PAVING
	EXISTING ASPHALT PAVING
DF	EXISTING ACCESSIBLE DRINKING FOUNTAIN

ACCESSIBLE PARKING

	ACCESSIBLE STALLS	VAN ACCESSIBLE STALLS	TOTAL ACCESSIBLE STALLS	REQUIRED ACCESSIBLE STALLS*	+/-	TOTAL STALLS
LOT A	5	1	6	3	3	75

*NUMBER OF REQUIRED ACCESSIBLE STALLS PER CBC 118-208.2

K Brown-KCEM
10.26.2023 and 11.05.2023
Comments based upon field walk with Surveyor Team 10.25.20232

Area to be surveyed for the Field and Driveway/Parking Lot Project

Area to be have supplemental survey scope spot checking elevations for the Future Campus Modernization Project

Area to be surveyed for underground Utilities for Field and Driveway/Parking Lot Project and Future campus modernization Project

K Brown-KCEM
UPDATED REQUEST 11.17.2023

NORTH
0' 20' 40' 80' 120'

VERDE DESIGN
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING
SPORT PLANNING & DESIGN
2468 The Alameda
Santa Clara, CA. 95050
tel: 408.983.7200
fax: 408.983.7260
www.VerdeDesignInc.com

STAMP
REGISTERED PROFESSIONAL ENGINEER — JOHN CORBY — No. C-56494 — Signature — EXPIRATION DATE: June 30, 2025 — STATE OF CALIFORNIA

CONSULTANT

IDENTIFICATION STAMP
DIV. OF THE STATE ARCHITECT
APPL 01-XXXXXX
FILE XX-XX
AC ____ PLS ____ SS ____
DATE ____
DSA PROJECT TRACKING NO.
XXXX-XX

SHEET TITLE
ACCESSIBILITY PLAN

PROJECT NAME
WESTBOROUGH MIDDLE SCHOOL
TURF FIELD IMPROVEMENTS

PROJECT ADDRESS
2570 WESTBOROUGH BLVD
SOUTH SAN FRANCISCO, CA 94080

SUBMITTAL	DATE
50% SUBMITTAL	DATE

NO.	REVISIONS	DATE

DRAWN BY	CHECKED BY
JS	JW/DC
DATE ISSUED: DATE	SCALE: 1"=40'-0"
PROJ. NO.: 1721100	
SHEET NO.: L0.0	

ACCESSIBILITY PLAN

ALL IDEAS, DESIGNS, ARRANGEMENTS OR PLANS SHALL NOT BE USED BY OR DISCLOSED TO ANY PERSON OR ENTITY WITHOUT THE WRITTEN CONSENT OF VERDE DESIGN, INC. AND SHALL REMAIN THE EXCLUSIVE PROPERTY OF VERDE DESIGN, INC. AND WERE CREATED, EVOLVED, AND DEVELOPED FOR USE ON AND IN CONNECTION WITH THE SPECIFIED PROJECT. NONE OF SUCH IDEAS, DESIGNS, ARRANGEMENTS OR PLANS SHALL BE USED BY OR DISCLOSED TO ANY PERSON OR ENTITY WITHOUT THE WRITTEN CONSENT OF VERDE DESIGN, INC.

DRAWING NAME: L:\2017\1721100 - Westborough MS Field Imp\CAD_Natural Turf Field Option C3's_L0.1 ACC.dwg
PLOTTED: 03-29-19 PLOTTED BY: stanleyb2

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: December 14, 2023

RE: Approval of Professional Services Agreement with Verde Design for Landscape Design Services for the Westborough Middle School Athletic Field and Pavement Project under the Measure T Bond Program

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BACKGROUND:

The South San Francisco Unified School District is acquiring the services of Verde Design to provide landscape design services and construction administration for the Athletic Field and Pavement Project at Westborough MS under the Measure T Bond Program.

The athletic field located at Westborough MS is in disrepair and is not usable. Additionally, the current morning and afternoon drop-off queuing is significantly impacting the traffic on Westborough Blvd. and causing traffic congestion in the neighboring community. The scope of this project will be designed as one project and implemented in two phases. The scope will include, but not be limited to the reconstruction of the athletic field, installing accessible path of travel to the athletic field and drop off locations, addition of pedestrian lighting and accessible parking, creation of a queuing zone for student drop off, grading, and pavement improvements on the play yard.

A Request for Proposals (RFP) for a pool of qualified firms to provide architectural design services was approved by the Board of Trustees on November 16, 2023. The Bond Management Team requested a proposal from Verde Design with the scope of work for landscape design services for this project, which includes Project Start-up/Program Validation/Concept Design, Schematic/Finite Design, Design Development, Construction Documentation, Bidding Assistance, and Construction Administration/Project Close Out.

FISCAL IMPLICATIONS:

The cost of services is **$734,600**. This will be paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the professional services agreement with Verde Design for landscape services for the Westborough MS Athletic Field and Pavement Project in the amount of $734,600.

VERDE DESIGN
2455 The Alameda, Suite 200
Santa Clara, CA 95050
t 408.985.7200 f 408.985.7260
www.verdedesigninc.com

Revised November 15, 2023

South San Francisco Unified School District
Attn: Lori Shelton, Director of Bond Program
c/o Brian Jemo, Kitchell
Delivered via Electronic Mail

RE: Westborough Middle School Athletic Field Reconstruction &
Hard Court / Parking & Circulation Improvements
Verde Design Project No.: 2320400

Dear Lori:

Thank you for the opportunity to provide the District this revised proposal for the above referenced project. This proposal shall remain valid for a period of ninety (90) days.

PROJECT UNDERSTANDING

We understand that South San Francisco Unified School District (District) wants to improve the campus, assumed to be in two distinct DSA and bidding projects (i.e. phases). However, the project's two phases will be treated design-wise as one project effort thru schematic / finite design.

The first phase is to reconstruct the existing inactive play field area below and east of the paved parking lot / hard court area at the school. The existing field area is approximately 113,000 sf, and the following improvements have been identified:

- New synthetic turf playing field, including permeable field base and new drainage system
- Install accessible path of travel to playing field from school drop off and accessible parking, which will likely include a switch back ramp with structural walls
- Egress / Pedestrian Lighting (not sport field lighting)
- Potential new all-weather track surface along western edge of field, at the bottom of the western slope
- Potential Fencing Improvements
- New drinking fountain (with possible bottle filler and/or hose bibb) at the playing field area

As part of this first phase of improvements, accessibility deficiencies on the campus will also be addressed in compliance with DSA requirements and Title 24 guidelines. As these deficiencies have yet to be assessed and identified, our design effort has been identified as an allowance at this time in our Professional Compensation.

Included in our field / accessibility design scope is electrical and structural engineering subconsultants to provide the required work, as well as a CASp consultant for assessing the site's accessibility requirements. The assessment will include the inspection of the following items:

- Accessible parking nearest to the areas of alteration
- Restroom facilities nearest to the areas of alteration that serve staff and students
- Pedestrian route that leads to the area of alteration and to the restrooms, from accessible parking and from the public sidewalk on Westborough Blvd
- Drinking fountains and telephones that are along the path of travel

- Accessible parking spaces quantity, sizes, slopes and signage
- Slopes, widths and ground surfaces of walks and sidewalks and required signage
- Ramps, stairs, curb ramps and detectable warnings.
- Maneuvering spaces, reach ranges, and protruding objects.
- Restroom plumbing fixtures, maneuvering spaces, dispensers, etc.

At this time, no spectator fixed seating will be part of the project improvements (the existing bleachers in the western slope are planned to be demolished as part of the project). These can be added if desired as an additional service. This includes an accessible pathway to the existing bleachers. Please note that DSA may require these bleachers to be made accessible. However, as you are not touching the bleachers, it is likely not going to be required by DSA, based on our past similar experiences.

Phase two scope has been initially been identified to provide improvements to the school's entry (potentially both for pedestrians and vehicles alike), as well as circulation and drop off, parking, and hard court improvements for the students. These improvements will include the design for EV charging stations in the new parking areas, as well as CalGreen requirements as far as shade tree implementation. Included in our phase 2 design scope is our electrical engineering subconsultant to provide the required work. As it is not clear if structural engineering is required, it is currently not included in the phase 2 scope. If needed, we can provide these services as an additional service.

If a new entry drive or queuing lanes that will require an encroachment permit or coordination with City of South San Francisco, we will provide this effort. As it is currently not fully clear if this will be the case, we have provide a design fee allowance for such an effort. However, at this time this allowance does not specifically include a traffic engineering or CEQA consultant. These can be provided by separate consultants as an additional service as needed.

Our design work will include filing the required paperwork with the State of California SMARTS website. We will work with the District's LRP and upload our developed documents onto the State SMARTS website as the project QSD. Once the project is approved in the SMARTS system and a WDID number is issued, then all responsibility for annual reports and construction activity is the responsibility of the District's Legally Responsible Person (LRP) and Qualified SWPPP Practitioner (QSP, which is assumed to be the Contractor's responsibility). This effort will also include implementing post-construction stormwater management BMPs or low impact development design features as required by the California General Permit (CGP) to meet post-construction stormwater runoff reduction requirements. We will provide and submit post-construction plans, calculations, a long-term maintenance plan, and any other supporting documentation required for approval of the post-construction plans thru the CGP.

It is our understanding that this project is not required to comply with any local MS4 permit (i.e City of South San Francisco) post-construction stormwater regulations beyond the post-construction requirements of the State CGP, as School Districts are currently exempt from the California State Water Board MS4 permit. Any additional design, documentation, reporting or permitting coordination efforts with City of South San Francisco for post-construction stormwater controls beyond what is required thru the CGP is not included in this proposal, and can be provided as an additional service as needed.

We understand that there currently is not an established construction budget specifically for this project. During our preliminary design / schematic design phase, we will work with the District to establish a recommended construction budget for the final approved Schematic Design.

We understand that the project will not include any other improvements, including other accessibility improvements, scoreboard, or landscaping (including irrigation) enhancements. The design currently does not include any hydraulic (i.e. pumping) systems for the field area or public right-of-way work. If any other these items are required, it can be provided as an additional service.

This proposal does include DSA coordination and submission to that agency, as we believe it will require a full DSA review and approval due to the structural elements associated with the pedestrian lighting and accessible ramp.

For this level of construction, we recommend a new project specific ground topographic survey be provided, especially with respect to the anticipated project perimeter areas, as well as a property / title survey (so that property lines and public easements on the school property can be provided). We recommend an underground utility survey also be integrated into the topographic survey effort. Additionally, we will require a project specific geotechnical report with recommendations for subgrade treatment, pavement section recommendations, soil infiltration testing for the proposed field area, soil design criterial for the footing / foundation designs for the ramp and pier foundations for light poles.

We are assuming that the District is intending to publicly bid the project in two distinct phases, including two submissions to DSA for approval and certification. For the purpose of minimizing printing and reimbursable costs to the District, Verde Design is proposing all deliverables be provided to the District and all public agencies via Digital format (i.e. no paper copies will be provided). If requested, Verde Design can provide these hard copy products at a cost in addition to our fixed fee compensation in accordance with our enclosed Charge Rate Schedule.

SCOPE OF SERVICES

Verde Design proposes providing the following services in accordance with the above stated project understanding.

A. Project Start-up / Program Validation / Concept Design

1. Attend project kick-off / scoping meeting with District to discuss project schedule, construction budget, and initial project programming needs. Meeting documentation to be provided.
2. Receive and review appropriate geotechnical, topographical and underground utility surveying products from the District for the project improvements.
3. Review District as-builts/documents and determine any additional field data required from the District (i.e. spot elevations, utility potholing, etc.).
4. Prepare and set the electronic base for the proposed improvements once topographic survey is received.
5. Visit the project site and walk the project area to assess the existing conditions. We ask the District provide maintenance personnel knowledgeable with the site irrigation, domestic water, sewer and storm drainage systems serving the project areas.
6. Develop initial concept designs for the two project areas, as well as corresponding initial ROM construction cost budgeting.
7. Attend a meeting with District staff to discuss existing conditions, discuss project program as it relates to budget, and review the initial concept designs and initial ROM construction cost budget for the project. Meeting documentation to be provided.
8. Refine the concept design for the project areas based on the input received at meeting with District.

9. As part of this initial design phase, attend up to two in person meetings with District and School to review and design concept designs, and one community meeting to present Final Concept Design.
10. Develop two dimensional colored design plan.
11. Submit the Final Conceptual Design and aligned Construction Cost Budget electronically to District for review and approval to proceed into Schematic / Finite Design.

B. Schematic / Finite Design

1. Develop detailed design concepts for the project improvements.
2. Attend a meeting with District to go over concepts. Meeting documentation to be provided.
3. Develop a preferred schematic design plan based off of comments from stakeholders and refine concepts.
4. Develop initial systems design for the project, which include:
   a. Preliminary Grading
   b. Preliminary Drainage
   c. Preliminary Material Plan
5. Develop Preliminary Statement of Probable Construction Costs.
6. Attend one virtual DSA pre-design meeting to discuss project scope. Meeting documentation to be provided.
7. Attend up to two meetings with City staff to discuss right-of-way vehicular improvements
8. Attend a virtual meeting with District to review finite design documents. Meeting documentation to be provided.

C. Design Development

1. Develop system designs for the project improvements. Documentation will be at an approximate 35% Preliminary Construction Documentation level. Documents (one per phase) to include the following:
   a. Cover Sheet
   b. Existing Conditions Plan
   c. Erosion / Sedimentation Control Plan
   d. Demolition Plan
   e. Grading Plan
   f. Drainage / Utility Plan
   g. Layout Plan
   h. Material Plan
   i. Irrigation Plan
   j. Planting Plan
   k. Draft Construction Details
   l. Preliminary ROW documentation
   m. Preliminary Electrical Drawings
   n. Draft Technical Specifications
   o. Preliminary Construction Cost Statement
2. Redline and Review, Internal Quality Control (QC)
3. Submittal preparation and coordination of deliverables. Deliver products to the District electronically.
4. Facilitate a virtual submittal review meeting with District staff to review design development package and receive comments and direction to proceed into full Construction Documentation. Meeting documentation to be provided.
5. Project Administration as required.

D. Construction Documentation

1. Develop a CD package to a 65% level (one for each phase, and the phases may not be concurrent). The package will have the following documents:
   a. Cover Sheet
   b. Existing Conditions Plan
   c. Accessibility Plan
   d. Fire Access Plan
   e. Erosion and Sedimentation Control Plan
   f. Demolition Plan
   g. Grading Plan
   h. Drainage / Utility Plan
   i. Stormwater Control Plan / Documentation
   j. Layout Plan
   k. Materials Plan
   l. Irrigation Plan
   m. Planting Plan
   n. Construction Details
   o. Right-of-Way documentation
   p. Electrical Drawings
   q. Structural Drawings
   r. Technical Specifications (in CSI format)
   s. Statement of Probable Construction Costs
2. Internal redlining and quality control
3. Attend one virtual meeting with the District to review the 65% submittal package. Receive comments and authorization to proceed to DSA submittal.
4. Refine the package to a 95% / DSA submittal level.
5. Internal redlining and quality control (Verde QA/QC process)
6. Submittal preparation and coordination. Submittal will be submitted to District and to DSA digitally for necessary plan review.
7. Attend one virtual meeting with the District to review the 95% submittal package. Receive comments and authorization to finalize the set.
8. Attend one meeting with City to review ROW plan check comments.
9. Prepare SWPPP documentation can coordinate with District LRP to upload SWPPP documents on State SMARTS website. Obtain NOI.
10. Upon receiving DSA comments, review internally and with subconsultants and District.
11. Develop final documents for DSA and City approvals, attend back check appointment at DSA to receive project approval, as well as one in-person meeting at City, and upon receipt of scanned approved documents from DSA, deliver the approved package to the District for advertisement and bidding purposes.

E. Bidding Assistance

Verde Design will assist the District in the bid solicitation process for each of the two projects. Our work for this effort will be as follows:

1. Contact potential bidders
2. Attend two pre-bid site walks with respective bidders.
3. Provide answers to bidder questions to the District for distribution during the bid period.
4. Assist District in evaluating the bids.

F. Construction Administration / Project Close Out

Verde Design will provide the following construction administration services as desired by the District:

1. Attend one pre-construction meeting per project
2. Attend up to forty (40) weekly site meetings (total for both phases combined). All meeting documentation will be provided by others.
3. Provide up to forty (40) weekly site observations (total for both phases combined), concurrent with weekly meetings, and review as required, considering weather and construction schedule. A site observation report will be provided.
4. Process and coordinate submittals and shop drawings (max. 2 submittals for anyone (1) product; additional re-submittals will be billed on an additional Time-and-Materials basis)
5. RFI coordination and processing.
6. Prepare and Submit CCD Documents for DSA review and approval
7. Change Orders evaluation.
8. Closeout SWPPP Application on Smarts
9. Substitution request evaluation.
10. Review monthly contractor pay applications for appropriateness.
11. Provide one substantial completion walk-thru of the work for each project and generate punch list.
12. Review record drawings for drainage, irrigation, and utilities as developed and provided by Contractor.
13. Complete a final walk through and punch list for our scope of work. All subsequent punch walks will be billed on a Time and Materials basis in addition to this proposal.
14. Review all Contractor warranties / guaranties and M&O documentation for our scope of work.
15. Close project and organize electronic files, plans and construction binder.
16. Develop a digital conform set of documents (drawings and specifications). Drawings will be in both AutoCAD (V 2022 or later) and in PDF format.
17. Complete required DSA forms required from Design Professional and work with District to receive Certification for both DSA projects.
18. Walk project site approximately eighteen months after project completion to ensure project improvements are performing as intended.

PROJECT TIMELINE

Verde Design proposes the following general timeline for design (we are assuming the two phases may have generally concurrent timelines, but we will make every effort to accelerate the first project phase):

Project Start-up / Program Validation / Concept Design:	Four Weeks (we need the underground utility / topographic survey work within the end of the four week duration)
Schematic / Finite Design:	Eight Weeks (we need the geotechnical report at the end of the eight week duration)
Design Development:	Ten Weeks

Construction Documentation:

65% Submittal:	Eight Weeks
95% / DSA Submittal:	Seven Weeks
Bid Submittal:	Four Weeks

Note: The above timelines are for the design and documentation efforts only, and they do not include any required review time by District or DSA. Our expectation is that the schedule will need to extend in order for the District and School to be able to meet and review / respond to the deliverables. Additionally, for this timeline we would require the supplemental topographic ground survey information by the end of the Project Start-up phase, and the project geotechnical investigation at the end of the Finite Design phase.

CLIENTS RESPONSIBILITIES

In order to complete the items described in Scope of Services above, we respectfully request that the District provide the following information:

A. **Guidelines and Program Requirements**
1. District codes, ordinances, and policies.
2. Development and maintenance practice guidelines.
3. Field use program requirements

B. **Project and Site Information**
1. Any available construction or record drawings for the project area.
2. CAD digital background files for Westborough School
3. Topographic and underground utility survey
4. Geotechnical Investigation
5. Front end specifications including General and Supplementary conditions.
6. Other pertinent data including electrical points of connection, sewer, storm and potable water points of connection information, irrigation water source, water pressure, controller location, and any specific owner requests regarding design and maintenance requirements.

SPECIAL PROVISIONS

A. Without attempting to be all-inclusive and for purposes of clarity, the following items are specifically <u>not</u> included in the Base Scope of Services:
1. Meetings other than those listed.
2. Presentations to public bodies or public hearings (other than those listed).
3. Project design documentation or costing in addition to what is noted above.
4. Geotechnical and Traffic Engineering Services
5. Architecture design
6. Topographic Survey Work
7. Underground Utility Surveys
8. Environmental Review or CEQA documents.
9. Permitting or Coordination with public agencies (other than SMARTS website)
10. Permit Fees
11. QSP services
12. Field or laboratory testing during construction

B. Services will be diligently pursued and every reasonable effort will be made to meet the mutually agreed upon schedule. If the completion of the services is delayed at any time in the progress of the work undertaken in this Agreement by conditions beyond the control of the Consultant; including but not limited to: strikes, lockouts, labor disputes, or the inability of Client, their consultants, utility companies, or jurisdictional agencies to provide required information, processing or direction; the time of completion shall be extended during such period and Consultant shall be held harmless from any and all claims arising out of such delay.

PROFESSIONAL COMPENSATION

For the scope of services and products identified in this proposal, Verde Design respectfully requests the following fixed fee schedule, including our CASp, electrical & structural engineering subconsultants. This fee includes all reasonable reimbursable expenses that are outlined to be included in the project. This fee is based on the anticipated work effort that will be required to successfully complete this project and is broken down as follows:

	Phase One Fee Amount	**Phase Two Fee Amount**
Project Start-up / Program Validation / Concept Design:	$ 34,050	$ 28,250
Schematic / Finite Design:	$ 31,800	$ 26,900
Design Development:	$ 68,500	$ 50,800
Construction Documentation:	$135,800	$116,500
Bidding Assistance:	$ 6,500	$ 6,500
Construction Administration / Project Close Out:	$ 87,300	$ 76,700
Design Fee Allowance for Accessibility Upgrades for Phase 1:	$ 15,000	
Design Fee Allowance for Right-of-Way / City Work for Phase 2:		$ 50,000
Fee Subtotal:	**$378,950**	**$355,650**

Note: the allowances identified above are at the discretion of the District, and shall not be billed against unless prior approval from the District is received.

Additional requested reimbursables will be entitled to bill reimbursable expenses as noted on the attached Charge Rate Schedule. Additional services will be charged on a time and material or negotiated fixed fee basis, as the discretion of the District.

Should the project be delayed beyond the agreed upon project schedule by the Client to a level that puts the project on hold, a re-start fee will apply. This fee will be determined at that point based on the amount of downtime and additional work required to bring the project on line.

CHANGE IN SERVICES

District may order changes in scope or character of service, either decreasing or increasing the amount of Consultant's services, and if necessary, changing the character of services. In the event that such changes are ordered, Consultant is entitled to full compensation for all services performed and expenses incurred prior to receipt of notice of change.

In the event that additional services including, but not limited to design, plans, renderings, and presentations not included in the Scope of Services are required; or for changes and revisions requested by District after work has been performed, they will be performed on an hourly charge rate basis as extra work in accordance with the charge rate schedule in effect at the time the services are performed.

TERMINATION OF AGREEMENT
This agreement may be terminated by either party at any point with ten (10) days written notice to the other party in the event of substantial failure of performance, or if the client should deem it necessary or desirable to indefinitely suspend the project.

In the event the project is terminated or indefinitely suspended in the manner herein provided, the Landscape Architect shall turn over copies of any and all documents completed to that date. The Landscape Architect shall be entitled to compensation up to and including said termination date. Original work shall remain the property of Verde Design.

BILLINGS & PAYMENT
Invoices will be sent by the 10th of the month for work completed through the 25th of the previous month. Any additional services will be billed separate from contracted services. Payment is due and payable within 15 days of the statement date.

If this proposal meets with the approval of the District, sign as indicated below and issue a purchase order to Verde Design. Lori, thank you for the opportunity to continue working with you and the District on this exciting project!

Respectfully Submitted,
Verde Design, Inc.



Devin Conway, P.E.
Principal

PROPOSAL APPROVED BY:
South San Francisco Unified School District

_____
Name Date

CC: Verde Design Distribution

Attachment: Current Charge Rate Schedule

Verde Design, Inc.
Charge Rate Schedule
Effective until December 31, 2024

The following chart outlines the current charge rate for professional and office costs. Reimbursable rates and expenses are shown at the bottom.

Project Rates	
Principal	$270.00 per hour
Project Manager/Construction Manager	
Level Four	$255.00 per hour
Level Three	$235.00 per hour
Level Two	$190.00 per hour
Level One	$175.00 per hour
Project Engineer	
Level II	$195.00 per hour
Level I	$180.00 per hour
IT Manager	$190.00 per hour
CAD Manager	$185.00 per hour
Project Designer	$170.00 per hour
Job Captain/Staff Engineer/Construction Administrator	$160.00 per hour
Draftsperson Level II	$155.00 per hour
Draftsperson Level I	$150.00 per hour
Project Administrator	$95.00 per hour
Intern	$80.00 per hour

Reimbursable Rates	
Blueprints, Printing and Reproductions	Cost plus 10%
Sub Consultant Services	Cost plus 10%

Reimbursable Expenses	
Blueprints and Reproductions	Travel Expenses
Photography	Parking and Toll Expenses
Models and Renderings	Permit Fees
Postage/Overnight Mail Service	Courier Delivery Service

Charge Rate Schedule is subject to revisions
Revised 10/23

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: December 14, 2023

RE: Approval of Architectural Services Agreement with Noll & Tam Architects for Project Assessment Services for the Sunshine Gardens Elementary School Modernization Project under the Measure T Bond Program

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BACKGROUND:

The South San Francisco Unified School District is acquiring the services of Noll & Tam Architects to provide a project assessment for the Sunshine Gardens ES Modernization Project. The project assessment will be Phase 1 of a two-phase architectural agreement for this project.

The scope of this work for Phase 1 will include an assessment of the school campus to determine the existing conditions, including operational and functional deficiencies, and improvement opportunities. The results of the assessment will inform the design team, Bond Team, and District Leadership of the campus needs and requirements; and will be the basis for determining the scope of work for the future modernization project at this site.

A Request for Proposals (RFP) for a pool of qualified firms to provide architectural design services was approved by the Board of Trustees on November 16, 2023. The Bond Management Team requested a proposal from Noll & Tam Architects with the scope of work for project assessment services for this project.

FISCAL IMPLICATIONS:

The cost of services is **$279,879**. This will be paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve an architectural services agreement with Noll & Tam Architects for project assessment services at Sunshine Gardens ES for the school's modernization project, in the amount of $279,879.

PROPOSAL

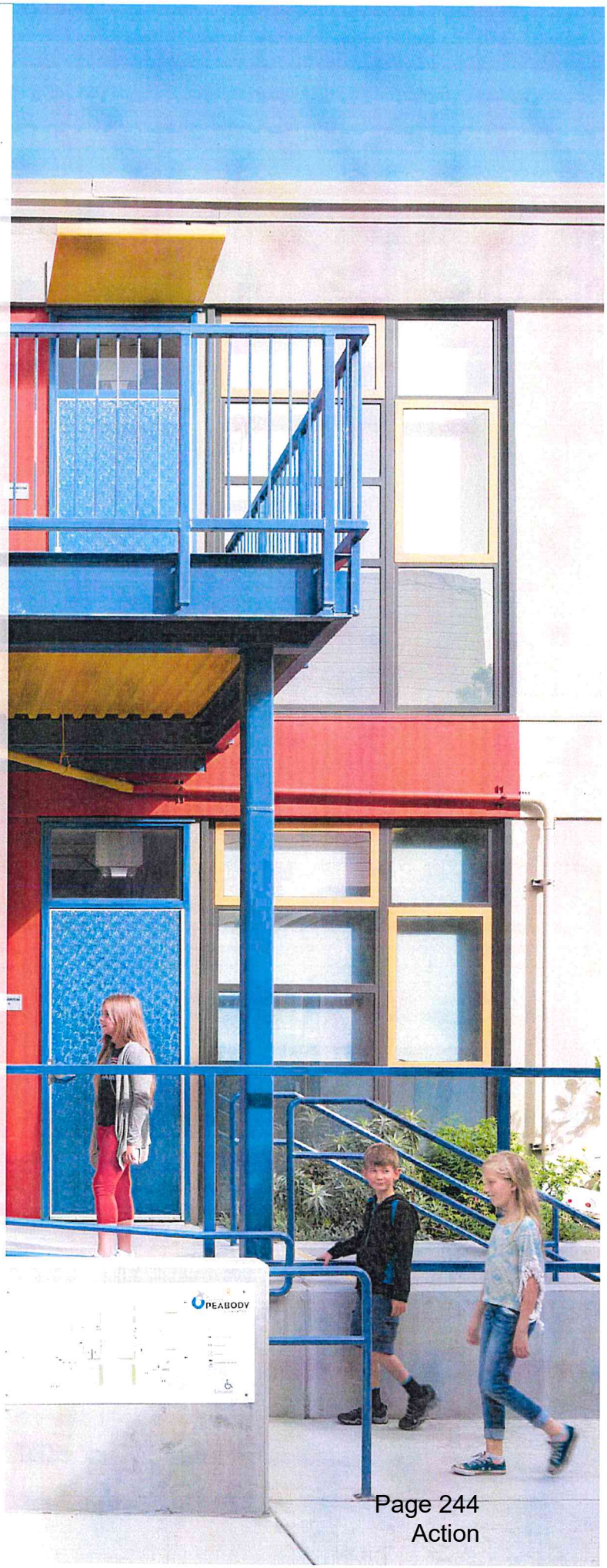
SUNSHINE GARDENS ELEMENTARY SCHOOL MODERNIZATION

Phase I: Project Assessment

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

20 OCTOBER 2023

REVISED 09 NOVEMBER 2023



NOLL & TAM ARCHITECTS

NOLL & TAM ARCHITECTS

Via email to lshelton@ssfusd.org and gdemartini@ssfusd.org

20 October 2023

Lori Shelton, Director
South San Francisco Unified School District
Measure T Bond Program
398 B Street
South San Francisco, CA 94080

Ms. Shelton and Members of the Selection Committee:

Noll & Tam Architects is pleased to present our proposal to the South San Francisco Unified School District for the Project Assessment (PA) for the modernization of Sunshine Gardens Elementary School. Included are the fee proposal (Attachment D), a draft project schedule, and design team resumes.

The fee proposal is based on the RFP, dated 9/25/23, attachments A through D, our conversations with the District and the site visit on 10/12/23. In addition to typical base scope, we have included roofing, acoustics, food service, bilingual community engagement, and seismic mitigation evaluation services. The intent is to provide a menu of services that the District can include now or add at a future date as required.

The proposed project schedule has some slight differences from the District draft schedule (Attachment C). We have proposed the PA phase be five months rather than four months. This is to allow for adequate time for the seismic mitigation evaluation. The schedule also lays out the entire project from PA through closeout for discussion.

As discussed, the design team has few differences from the one listed in our architectural services pool proposal. We have included Gayner Engineers for mechanical, electrical, and plumbing engineering, and BASE Landscape Architects for landscape design. These firms are two of our most reliable, creative, and practical consultants that will help set the project up for success.

Please let us know if you have any questions or comments. Above all, we value our great relationship with you and the Bond Team and look forward to a successful process and transformative results for Sunshine Gardens.

Sincerely,

Zachary Goodman, LEEP AP
Project Director

Janet Tam, FAIA, LEED AP
Principal

7 December Avenue #2 | Berkeley CA 94710 | 510·542·2234 | zachary.goodman@nollandtam.com

Project Site: Sunshine Garden Elementary School
Address: 1200 Miller Avenue, South San Francisco, California

rev. 11/8/2023

Architect: Noll & Tam Architects

		PA Scope of Services Tasks										
	Hourly Rate	Drawing Review	Site Survey Planning and On-Site Survey work	District Department Interviews	Administrative Interviews (Site)	Develop new base drawings	Draft Project Assessment Report	Draft Submittal of Project Assessment and Budget/Scope reconciliation	Final Submittal of Project Assessment	Total Hours	Cost	
		Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours			
Architecture												
Principal	$305	10	4	0	16	11	10	5	3	59	$17,995	
Principal Director	$240	18	10	6	15	15	15	12	20	111	$26,640	
Project Manager	$178	71	76	26	28	76	56	38	40	411	$73,158	
Project Architect	$178	10	24	12	6	42	24	4	16	138	$24,564	
Designer/CAD	$158	10	40	12	14	60	22	2	15	175	$27,650	
Total Hours		119	154	56	79	204	127	61	94	894	Subtotal Architect's Fee:	$170,000
Mechanical												
Consultant Name:	Gayner Engineers									Subtotal:	$11,437	
Plumbing/FS												
Consultant Name:	Gayner Engineers									Subtotal:	$7,385	
Electrical & FA												
Consultant Name:	Gayner Engineers									Subtotal:	$13,558	
Structural (1)(3)												
Consultant Name:	ZFA Engineers									Subtotal:	$6,600	
Civil (2)												
Consultant Name:	BKF Engineers									Subtotal:	$7,480	
Landscape Architect												
Consultant Name:	Base Landscape Architecture									Subtotal:	$11,407	
Cost Estimator												
Consultant Name:	Cumming									Subtotal:	$15,695	
Low Voltage (cabling infrastructure/Security/AV & Clock and Bell)												
Consultant Name:	Smith, Fause, McDonald, Inc.									Subtotal:	$9,130	
Roofing Assessment												
Consultant Name:	Wiss, Janney, Elstner Assoc. Inc.									Subtotal:	$10,560	
Food Service												
Consultant Name:	The Marshall Assoc. Inc.									Subtotal:	$3,850	
Seismic Mitigation Evaluation												
Consultant Name:	Noll & Tam									Subtotal:	$5,950	
Consultant Name:	ZFA									Subtotal:	$3,300	
Consultant Name:	Cumming									Subtotal:	$3,520	
											Subtotal Subconsultants:	$109,872
											Grand Total:	$279,879

(1) Tier 1 & 2 Assessement received
(2) Site Topographical Survey and Utility Location Survey to be provided by District
(3) Geotechnical Report to be provided by District

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: December 14, 2023

RE: Approval of Professional Services Agreement with SANDIS Engineering, Inc. for Boundary Survey Services for the Sunshine Gardens Elementary School Modernization Project under the Measure T Bond Program

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BACKGROUND:

The South San Francisco Unified School District (SSFUSD) is acquiring the services of SANDIS Engineering, Inc. to provide boundary survey services for the Sunshine Gardens ES Modernization Project under the Measure T Bond Program.

A Request for Proposals (RFP) was approved by the Board of Trustees on November 16, 2023, for a pool of firms to provide surveying and topographical services. The Bond Management Team requested a proposal from SANDIS Engineering, Inc. with the scope of work for performing a boundary survey for this project.

FISCAL IMPLICATIONS:

The cost of services is **$9,450**. This will be paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the professional services agreement with SANDIS Engineering, Inc. for boundary survey services for the Sunshine Garden ES Modernization Project in the amount of $9,450.

November 29, 2023
Project No. 223530

Lori Shelton
Director of Bond Program
South San Francisco USD
398 B Street
South San Francisco

RE: SUNSHINE GARDENS ELEMENTARY SCHOOL
1200 MILLER AVENUE, SOUTH SAN FRANCISCO, CA

Dear Lori,

Thank you for the opportunity to submit our proposal to provide surveying services for the above referenced project. Our proposal is based on email request for proposal received from Kitchell.

We propose to provide the following scope of services:

SURVEYING SERVICES

BOUNDARY SURVEY PAPER BOUNDARY **$8,950**

- Provide office calculations and drafting to produce a paper boundary survey to show the property boundary extents for the area outlined in yellow on the attached exhibit. The boundary survey will include the review of a current property title report to show the property boundary extents and existing easements.
- A combination of available record maps and the property title report will be used.
- Create an exhibit showing the property boundary extents labeling bearings and distances for every line course and every change in direction. Neighboring property lines will be shown for clarity of boundary extents.
- Existing easement locations will be shown in relationship to the property boundary. Easements will be labeled, identifying easement type, title report exception number, and square footage.
- A current title report for the subject property will be ordered through First American Title Company. First American Title Company has a delivery date of the title report by mid or late January. (Cost of Title Report is $3,150 and included in the above fee.)

REIMBURSBLE EXPENSES **$500**

- Reimbursable expenses will be limited to the following:
    - Outside printing services for deliverables.
    - Courier or overnight delivery services for project documents.
    - Mileage/parking/tolls for travel to project meetings.
- Reimbursable expenses will be invoiced on a cost plus 10% basis.

ADDITIONAL SERVICES (NOT INCLUDED IN PROPOSAL, BUT CAN BE PROVIDED UPON REQUEST)

- High Definition Laser Scanning.
- Utility Locating
- Traffic engineering.
- Construction Staking

November 29, 2023
Lori Shelton
Project No. 223530

SCOPE OF WORK ASSUMPTIONS

- The above services will be provided under the assumption that boundary corners or other suitable horizontal control has been established for this project and is available for our use.
- We assume that our plans will be constructed in accordance with industry standards, utilizing a licensed land surveyor for construction layout and staking.
- Our work will be performed using AutoCAD and AutoCAD Civil 3D, MS Word, MS Excel, and Bluebeam. If software is required by the client that is not a part of our standard suite of software including engineering, drafting or accounting software (Textura, MicroStation, etc.), licensing or purchase fees will be charged as a reimbursable.

TERMS AND CONDITIONS

- This proposal and agreement provided by the client will become our contract for services upon execution.
- Our services will be provided in a manner consistent with the degree and skill ordinarily exercised by a member of the civil engineering and survey profession practicing in the State of California.
- All reports, plans, specifications, field data, notes and other documents (either electronic or hardcopy) prepared by our office as instruments of service shall remain the property of SANDIS.
- The client acknowledges the instruments of service of SANDIS shall become the property of the client when the documents are complete and when compensation for services is paid in full. The client is prohibited from making any alterations to the instruments of service without the written consent of SANDIS.
- Neither SANDIS nor the client shall be liable to the other for consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the client, SANDIS, their employees, agents, subconsultants or vendors.
- The scope of work included in the proposal is limited to the specific scope included and specified only. Any exclusions listed are for clarity only and do not represent a complete list of exclusions to the scope. Any additional scope proposed or done other than that listed in the proposal as included shall be done as an additional service.
- Agency review and permit fees will not be paid by SANDIS and are not included in this proposal.
- This proposal is firm for thirty (30) days from the date of this letter.

Our services will be provided for the amount listed above and will be performed under the provisions of agreement provided by client.

Pursuant to state law, no work can proceed on this project without written acceptance. If a formal contract is not finalized prior to payment on any invoice, by submitting payment it is understood that you agree to the scope, fee and terms and conditions presented above.

November 29, 2023
Lori Shelton
Project No. 223530

If this proposal meets with your approval, please return one signed copy of this proposal and your agreement to our office as our authorization to proceed.

Regards

SANDIS

Normann Bumatay
Project Manager

Laura Cabral, PLS
Vice President

Attachment: Exhibit

Approved

SOUTH SAN FRANCISCO USD

By:_____

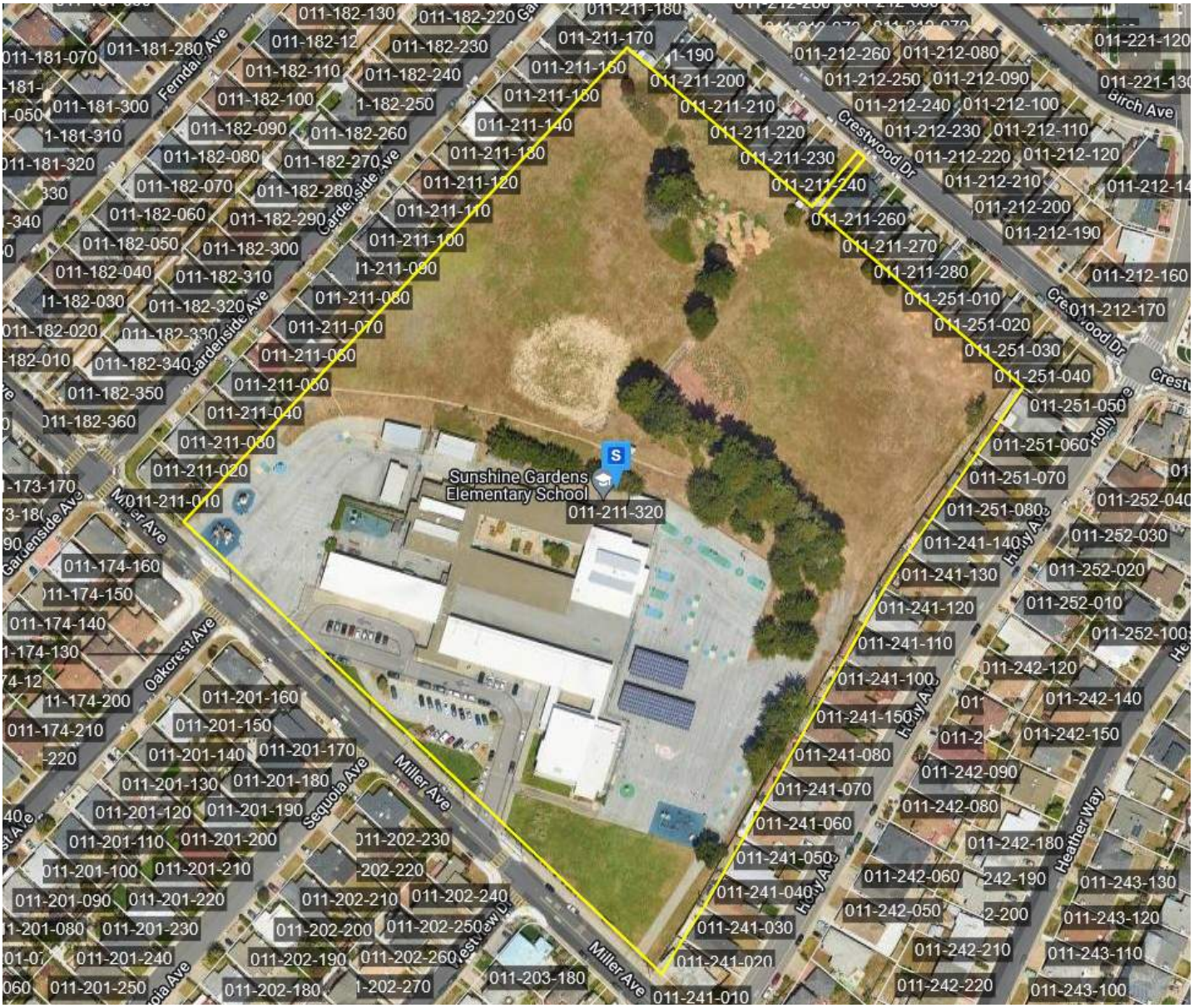
Title:_____

Date:_____

SANDIS

EXHIBIT A

SUNSHINE GARDENS ELEMENTARY SCHOOL
1200 MILLER AVENUE
SOUTH SAN FRANCISCO, CA



SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: December 14, 2023

RE: Approval of Professional Services Agreement with SANDIS Engineering, Inc. for Boundary Survey Services at the Foxridge Campus

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BACKGROUND:

The South San Francisco Unified School District is acquiring the services of SANDIS Engineering, Inc. to provide boundary survey services for the Foxridge Campus in order to determine the existing parcel lines and ownership limitations of the District and the parcels flanking each side of the property entry.

A Request for Proposals (RFP) was approved by the Board of Trustees on November 16, 2023, for a pool of firms to provide surveying and topographical services. The Bond Management Team requested a proposal from SANDIS Engineering, Inc. with the scope of work for performing a boundary survey at this campus. The scope of services includes preparation of a boundary survey document and record of survey.

FISCAL IMPLICATIONS:

The cost of services is **$29,880**. This will be paid for through the Facilities Fund (Fund 40).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve a professional services agreement with SANDIS Engineering, Inc. for boundary survey services for the Foxridge campus in the amount of $29,880.

November 29, 2023
Project No. 223539

Lori Shelton
Director of Bond Program
South San Francisco USD
398 B Street
South San Francisco

RE: FOXRIDGE ELEMENTARY SCHOOL
2525 WEXFORD AVENUE & APN: 091-082-850, 091-082-840, 091-082-820 & 091-082-810
SOUTH SAN FRANCISCO, CA

Dear Lori,

Thank you for the opportunity to submit our proposal to provide surveying services for the above referenced project. Our proposal is based on email request for proposal received from Kitchell.

We propose to provide the following scope of services:

SURVEYING SERVICES

BOUNDARY SURVEY **$15,980**

- Provide field work, office calculations and drafting to complete a boundary survey to determine the location of existing parcel lines shown on the attached Exhibit "A" in the yellow and red lines based upon available maps and deeds on file in the County public records.
- Prepare a drawing showing plottable easements, boundary lines with length and bearing (including reference on basis) on each boundary course.
- Provide office calculations and office review to review property title report and any available city and county public records to establish the ownership limits of South San Francisco Unified School District, Foxridge Elementary School and the adjoining parcels shown in red on the attached Exhibit "A". Title Report cost for all involved parcels is included in the cost above.
- Provide an exhibit to show property boundary lines and existing easements with bearings and distances on each line and every change in direction.

RECORD OF SURVEY **$12,525**

- Provide field work, office calculations, and drafting to prepare a Record Of Survey in accordance with the Professional Land Surveyor's Act for subsequent filing in the public records.
- Provide field work and office calculations to set proper survey monuments at property corners to physically show where the property limits are located at ground level.
- In the event that a material discrepancy is found during the course of a Boundary Survey in the character of monuments or dimensions of parcels shown on an existing map, or if monuments are set on lines not shown on an existing map, a Record of Survey shall be filed in accordance with the requirements of the Professional Land Surveyor's Act. The map shall be submitted to the County Surveyor for review and subsequent filing in the public records.

REIMBURSBLE EXPENSES **$1,375**

- Reimbursable expenses will be limited to the following:

  - Outside printing services for deliverables.
  - County review and filing fees.
  - Courier or overnight delivery services for project documents.
  - Mileage/parking/tolls for travel to project meetings.
- Reimbursable expenses will be invoiced on a cost plus 10% basis.

ADDITIONAL SERVICES (NOT INCLUDED IN PROPOSAL, BUT CAN BE PROVIDED UPON REQUEST)

- High Definition Laser Scanning.
- Utility Locating
- Traffic engineering.
- Construction Staking

SCOPE OF WORK ASSUMPTIONS

- The above services will be provided under the assumption that boundary corners or other suitable horizontal control has been established for this project and is available for our use.
- We assume that our plans will be constructed in accordance with industry standards, utilizing a licensed land surveyor for construction layout and staking.
- Our work will be performed using AutoCAD and AutoCAD Civil 3D, MS Word, MS Excel, and Bluebeam. If software is required by the client that is not a part of our standard suite of software including engineering, drafting or accounting software (Textura, MicroStation, etc.), licensing or purchase fees will be charged as a reimbursable.
- The cost of utility research and maps from utility companies such as PG&E, AT&T, Comcast, EBMUD, etc. will be charged at cost to the client. Recent experience indicates that a typical project will require between $500 and $1,000 for copies of utility block maps.

TERMS AND CONDITIONS

- This proposal and agreement provided by the client will become our contract for services upon execution.
- Our services will be provided in a manner consistent with the degree and skill ordinarily exercised by a member of the civil engineering and survey profession practicing in the State of California.
- All reports, plans, specifications, field data, notes and other documents (either electronic or hardcopy) prepared by our office as instruments of service shall remain the property of SANDIS.
- The client acknowledges the instruments of service of SANDIS shall become the property of the client when the documents are complete and when compensation for services is paid in full. The client is prohibited from making any alterations to the instruments of service without the written consent of SANDIS.
- Neither SANDIS nor the client shall be liable to the other for consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the client, SANDIS, their employees, agents, subconsultants or vendors.

November 29, 2023
Lori Shelton
Project No. 223539

- The scope of work included in the proposal is limited to the specific scope included and specified only. Any exclusions listed are for clarity only and do not represent a complete list of exclusions to the scope. Any additional scope proposed or done other than that listed in the proposal as included shall be done as an additional service.
- Agency review and permit fees will not be paid by SANDIS and are not included in this proposal.
- This proposal is firm for thirty (30) days from the date of this letter.

Our services will be provided for the amounts listed above and will be performed under the provisions of agreement provided by client.

Pursuant to state law, no work can proceed on this project without written acceptance. If a formal contract is not finalized prior to payment on any invoice, by submitting payment it is understood that you agree to the scope, fee and terms and conditions presented above. If this proposal meets with your approval, please return one signed copy of this proposal and your agreement to our office as our authorization to proceed.

Regards

SANDIS

Normann Bumatay
Project Manager

Laura Cabral, PLS
Vice President

Attachment: Exhibit

Approved

SOUTH SAN FRANCISCO USD

By:_____

Title:_____

Date:_____

SANDIS

EXHIBIT A

FOXRIDGE ELEMENTARY SCHOOL
2525 WEXFORD AVE.
SOUTH SAN FRANCISCO, CA



SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: December 14, 2023

RE: Approval of Professional Services Agreement with Hamilton + Aitken Architects for Architectural Design Services for the El Camino High School Central Kitchen Project under the Measure T Bond Program

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BACKGROUND:

The Central Kitchen facilities at ECHS are in need of significant upgrades in several areas in order to accommodate the increased demand for meals, including new breakfast programs under the State's mandated Universal Meals Program. Meals are prepared at this facility and distributed District-wide. There are a few code issues and health/safety issues with the current Central Kitchen facilities, which need to be addressed. In addition, the existing cafeteria serving areas are inadequate and poorly configured to meet the demands of the current food service program at ECHS.

This project is broken down into three phases. The District has completed the first phase, which is the schematic design for this project. The Board approved the proposal for the second phase of this project on February 9, 2023, which includes the cafeteria and serving lines. This proposal includes preparation of construction documents, DSA approval, bid & award, and construction administration. The current proposal is for Phase 3 of this project, which is the Central Kitchen area. This proposal includes design development, preparing construction documents, regulatory review, bidding assistance, construction administration, deliverables, meetings, and project close out.

The South San Francisco Unified School District is acquiring the services of Hamilton + Aitken Architects to provide architectural design and construction administration services for the ECHS Central Kitchen Project.

A Request for Proposals (RFP) for a pool of qualified firms to provide architectural design services was approved by the Board of Trustees on November 16, 2023.

The Bond Management Team requested a proposal from Hamilton + Aitken Architects with the scope of work for architectural design and construction administration services for this project.

FISCAL IMPLICATIONS:

The cost of services is **$661,591**. This will be paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve a professional services agreement with Hamilton + Aitken Architects for architectural design and construction administration services for the ECHS Central Kitchen Project in the amount of $661,591.

Hamilton + Aitken Architects | 525 Brannan Street Suite 400 | San Francisco CA 94107 | HAArchs.com | 415 .974 .5030
| 101 Broadway Suite 304, Jack London Square | Oakland CA 94607 |

28 November 2023

Lori Shelton
Director of Bond Program
South San Francisco USD
398 B Street
South San Francisco, CA 94080

Re: Proposal for Architectural Services – El Camino HS Central Kitchen, Cafeteria and Refrigeration

Dear Lori:

Thank you for this opportunity to present this proposal to provide architectural services for the El Camino HS Central Kitchen Project, Phase 3. The following information describes our understanding of the project and our approach to providing services.

Overall design of the project will be the responsibility of Hamilton + Aitken Architects and our team of engineers and consultants. Our consultants for this project include AMD Food Service Design; Capital Engineering for mechanical, plumbing, and electrical; BASE Design for structural engineering; CK Design Studio (formerly known as Keller Mitchell Landscape Architects) for landscape, The Shalleck Collaborative for AV design; and Cumming Management Group for cost analysis and reporting.

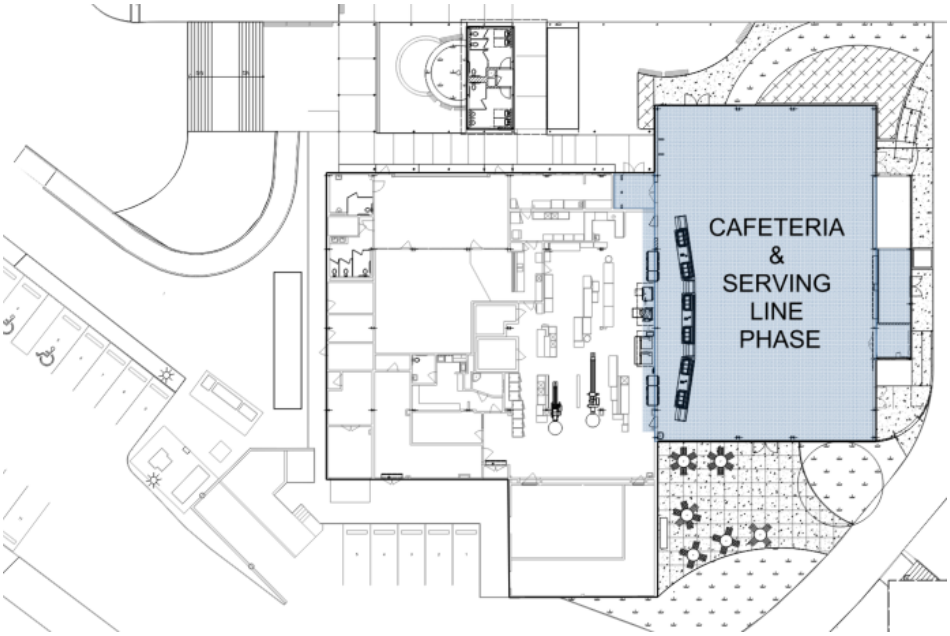
This is to extend our design services to the remaining scope of kitchen improvements identified in our earlier assessment, including design for the central kitchen, exterior dining area, and access improvements required by DSA.

Project Scope

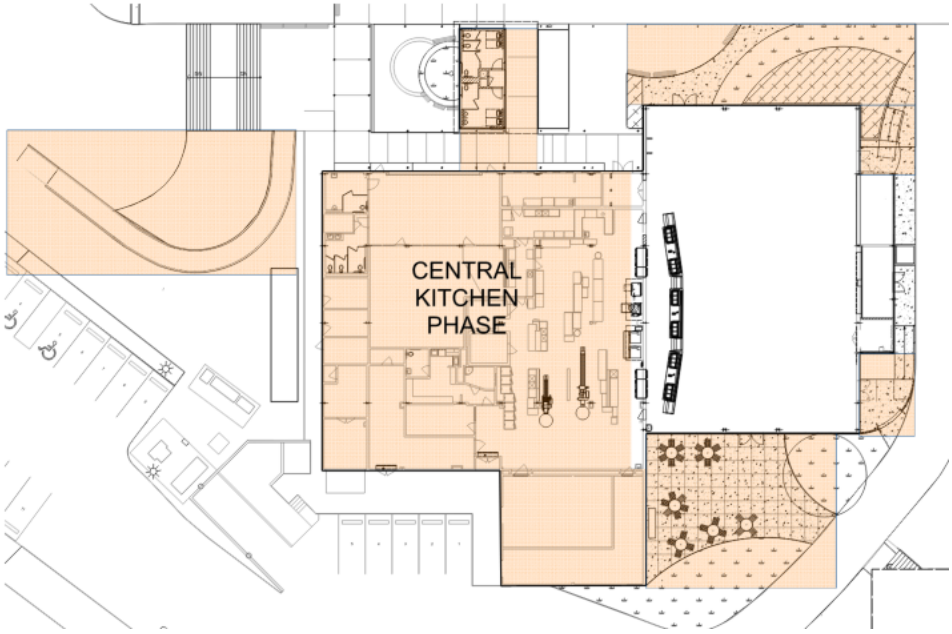
Project Location: El Camino High School

Budget: the current probable cost of the kitchen and cafeteria is $7.8 million. We estimate an additional $300k for the toilet building renovation for a project cost of $8.1 million.

Our Phase 2 proposal currently in place includes design of cafeteria interior improvements, the serving line, and the pass-through elements from the kitchen to the serving.



This Phase 3 proposal includes design of the central kitchen, exterior dining area, and required access improvements at the school entrance ramp, student toilet building, and cafeteria access points.



PHASE 3: Central Kitchen

- Kitchen upgrades, including new kitchen equipment, walk-in refrigerator / freezer, code upgrades, and improved layout for efficiency.
- The scullery will be upgraded with a 3-compartment sink to comply with current health department and code requirements.
- New exterior dining area.
- Major accessibility upgrades to student toilet rooms and accessible path around building.
- Redesign the existing non-compliant ramp at front of school to comply with the current accessibility code
- Creating accessible paths of travel at north entries to cafeteria

Schedule: Design and construction for the project will be completed as described below, on the following preliminary schedule:

• Phase 1 – Schematic Design	Complete
• Phase 2 - Cafeteria and Serving Line	
○ Design Package and DSA Approval	Ongoing
○ Bidding and Procurement	Spring 2024
○ Construction	6/2024 – 10/2024
• Phase 3 – Central Kitchen	
○ Design Package and DSA Approval	Spring 2024
○ Bidding and Procurement	Fall 2024
○ Construction	6/2025 – 11/25

The form of Agreement will be based on the Client's form of Agreement, which will be provided by the Client for review.

Proposed Scope of Services – Phase 3

Schematic Design Phase

- Schematic Design was completed as part of Phase 1.

Design Development Phase

- Attend coordination and review meetings regarding the building and sitework elements of the project.
- Prepare CAD/BIM base drawing files of buildings for use by other design disciplines.
- Refine and develop schematic design elements to generally describe the building elements, including dimensioned drawings, site plan, floor plans, building sections, exterior elevations, interior elevations, and sections of important building elements.
- Prepare outline specifications for the project.
- Presentation to site / users to describe the project and the timeline of work.

Contract Documents Phase

- Attend coordination and review meetings regarding the project.
- Prepare Contract Documents describing the project, incorporating technical information required for construction approval by public agencies, to facilitate the Client's effort to obtain proposals to construct these elements, and to aid and guide the construction of the project.
- Prepare drawings including site plan, building plans and sections, exterior elevations, interior elevations, wall sections, and detail sections showing the intent of the design for the project.
- Prepare specifications, using CSI format.
- Prepare a statement of probable cost based on the DSA submittal documents, and conduct a cost review meeting.
- Assist Client and Client's counsel in preparation of Divisions 0 and 1 (Bid Forms and General Conditions of the Contract and General Requirements).
- Provide information to the District's separate hazardous materials consultant regarding the scope of modernization work, and incorporate the hazardous materials consultant's separate work package into the overall bid package.
- Update the design phase schedule for the project.

Regulatory Review

- Submit documents to the Division of the State Architect for project review and approval.
- Assist the Client to obtain approval of the project by DSA.
- Respond to correction comments by DSA.
- Submit documents to San Mateo County Health for project review and approval.
- Assist the Client to obtain approval of the project by San Mateo County Health.
- Respond to correction comments by San Mateo County Health.

Bidding Phase

- Assist the Client during the bidding process to obtain proposals for the construction of the project.
- Incorporate hazardous materials documentation prepared by the District's separate hazardous materials consultant into the overall bid documents.
- Attend pre-bid meeting with potential bidders.
- Respond to questions from bidders.
- Prepare addenda required to clarify the bid documents and address questions of the bidders.
- Assist the Client to evaluate bid proposals.

Construction Phase

- Attend periodic construction progress meetings and job site visits necessary to observe the progress of construction of the project in order to advise the Client of general compliance with the design intent by the Contractor.
- Review the Contractor's request for progress payments for the project.
- Review product and information submittals and shop drawings required by the Specifications.

- Answer questions of interpretation and clarification by the Contractor.
- Prepare supplemental architectural information for corrections or clarifications to the Contract Documents.
- The District will provide project management software during the course of construction for the Architect's use in managing submittals, RFIs and other construction progress documentation.
- Attend final walk-through of the building and site at Substantial Completion of the project, and prepare a punch list of items that need to be corrected by the Contractor.

Deliverables

- Deliverables Format: PDF for drawings and other documents.
- Construction Phase: Review of submittals and construction correspondence in PDF format with electronic distribution through the Districts construction project management software.
- Construction Phase: One conformed drawing set at the beginning of construction phase in PDF and DWG format. Contractor may use the DWG files for assistance in its coordination.
- Closeout Phase: One record drawing set of drawings per the District Agreement.

Meetings

- Design Phases: We have included two meetings during Design Development, and two meetings during Construction documents phases. Meetings will be conducted online via Zoom or similar online meeting platform. Additional meetings may be arranged by request.
- Construction Phase: We have included one Owner/Architect/Contractor meeting per week for the construction duration noted under Schedule, above.
- Construction Site Observation: We have included 24 site visits during construction. Each consultant to H+AA has included two site visits during construction, plus punchlist and punchlist review site visits.

Assumptions

This proposal is based on the following assumptions:

- As-built drawings of existing building and building systems will be made available by the Client.
- The Client District will provide site surveys, surveys of existing conditions, and geotechnical information if required by us to perform the work.
- The project will be produced in our standard BIM format using our office standards for documentation. The BIM model will be developed to LOD 100 for schematic design, LOD 200 for design development and contract documents.
- The existing site utility infrastructure is sufficient to accommodate these renovations.

Contingent Additional Services

The following services may be provided at the request of the Client, but are not included in Basic Services of the Architect:

- Work requested beyond the Project Scope or the Proposed Scope of Services shall be considered extra work and may be performed as additional services upon authorization.
- Design and documentation for sustainable rating certification, for example LEED.
- Major design revisions or changes to project scope requested by the Client.
- Building commissioning.
- This proposal assumes construction is phased as indicated under Schedule above. Additional construction phase services beyond the time indicated may be provided for additional fee.

Exclusions

Services not listed in this proposal are specifically excluded from our scope of services.

- Preparation of as-built drawings. Preparation of record drawings per the District's agreement is included.
- Review of extent of existing hazardous materials or removal procedures, and cost estimating for hazardous materials abatement.

Compensation

We propose to provide these services for a fixed fee as follows (plus expenses):

Phase	Percent of Total Fee	Fee / phase
Design Development	28%	$185,245
Contract Documents	39%	$258,020
DSA Approval	5%	$33,080
Bid	3%	$19,848
Construction Phase	23%	$158,782
Closeout Phase	1%	$6,616
Proposed Fee	100%	$661,591

Expenses

It is expected that deliverables, including documents for reporting progress to the Client, record keeping, review by regulatory agencies, and construction document distribution will be in PDF format, minimizing reproduction and delivery expenses.

Unanticipated expenses for the project are in addition to the fee, and may include printed documents requested by the Client, review by regulatory agencies, construction document distribution, or other expenses for the benefit of the client. Typical types of expenses for the project are indicated below.

We understand that the printed hard copies mentioned in the District's draft Agreement are not required by the District, and we have not included that cost.

Reproduction:	1.1 X Direct cost
Postage and Delivery:	1.1 X Direct cost
Out of Bay Area Travel:	$0.6255 per mile for auto, or the current IRS mileage reimbursement

Billing Rates for Other Services

The following rates reflect our standard hourly billing rates for services not covered under this proposal:

Principal:	$225.00
Project Manager/Architect:	$155.00
Specifications Writer:	$215.00
Senior Designer:	$147.00
Architect or Designer:	$135.00
Job Captain:	$130.00
Intermediate Architect / Designer:	$110.00
Drafter:	$100.00
Clerical / Word Processing:	$100.00

Hourly rates for consultants under this proposal will be provided on request.

I hope this proposal addresses the requirements of the project and meets your expectations. Should you have any questions, please call me and I would be happy to review them with you.

Sincerely,



Chad Hamilton AIA
Principal – Hamilton + Aitken Architects