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, June 20, 2024

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

REVISED

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 June 20)

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.

A. CALL TO ORDER

CLOSED SESSION - 6:00 p.m.

1. To consider the appointment of one (1) public employee to the position of HR Director, in accordance with Government Code Section 54956.
2. Conference with Labor Negotiators
   Agency Designated Representative: District Assistant Superintendent for HR/Student Services
   Employee Organization: SSFCTA
3. Superintendent evaluation.

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

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION

F. REVIEW OF AGENDA

G. PTA COUNCIL REMARKS

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

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

I. PERSONNEL COMMISSION

J. ITEMS FROM THE BOARD

- Announcements
- Board Calendar
- Board Committee Reports

K. SUPERINTENDENT'S REPORT

a. Summer School

b. Other

L. PUBLIC COMMENTS

For Items Not On the Agenda:

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

To comment prior to the meeting:
Public comments may be submitted in advance of the meeting through the following link: https://bit.ly/boardmeeting06202024 beginning at 3:00 p.m. on Monday, June 17, until 3:00 p.m. on Thursday, June 20. These comments will be read by all Board members and posted on the District website's 2023-24 Board meetings at: https://www.ssfusd.org/apps/pages/meetings

To comment in-person during the meeting:
Public comments are limited to one to three minutes per individual (per Board Bylaw 9323). Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded and streamed live. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law, the Brown Act. The Board may request staff to respond orally at the meeting or in writing at a future time.

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

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

M. INFORMATION ONLY PRESENTATION

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

1. ADMINISTRATION

a. 2023-24 and 2024-25 Priorities

Superintendent Shawnterra Moore will review the 2023-24 District priorities, how they are aligned to the Strategic Plan, the highlights and challenges, and discuss the 2024-25 priorities which will focus on exceptional instruction and implementing equity-centered systems.

N. PRESENTATION WITH POTENTIAL ACTION

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PRESENTATION

1. HUMAN RESOURCES

a. Law Enforcement Contacts Summary for 2023-24

Director Ryan Sebers will review the end-of-year law enforcement contacts summary for the 2023-24 school year.

ACTION

1. HUMAN RESOURCES

a. Approval of the SSFUSD SSFPD MOU Version #16 Renewal with Changes

1 - 13

Staff recommends the approval of the renewal of version #16 of the MOU between the SSFUSD and the SSFPD, updated for the 2024-25 school year, and for the Board to consider biannual or triennial renewal terms for subsequent years, as presented to the Board.

O. 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 May 23, 2024 Regular Board meeting.	14 - 33
b.	Revised 2024-25 Board calendar.	34 - 35
c.	Children's Center Program 2023-24 annual self-evaluation reports.	36 - 43
d.	Children's Center CSPP AB 110 rate increase contract for the 2024-25 school year.	44 - 48
e.	Star Vista agreement for early childhood mental health consultation services for 2024-25.	49 - 52
2. EDUCATIONAL SERVICES		
a.	Permission for a SSFHS staff member to attend the 2024 AP By the Sea Summer Institute in San Diego, CA, on June 17-20, 2024.	53 - 54
b.	Permission for Director Marcos Garcia to attend the 6th Annual California MTSS PLI Conference in Anaheim, CA, on July 16-18, 2024.	55 - 56
c.	Permission for a SSFHS staff member to attend the OpenSciEd Curriculum Launch in Downington, PA, on August 5-8, 2024.	57 - 58
d.	Permission for two District staff members to attend the 2024 Project Lead the Way Summit in San Diego, CA, on October 3-5, 2024.	59
e.	Permission for a Special Education Administrative Asst. to attend the Special Education Information System (SEIS) CodeStack Conference in Anaheim, CA, on October 9-11, 2024.	60 - 61
f.	Permission for Parkway Heights MS ASB students to attend "Disney's Youth Education Program" in Anaheim, CA, November 6-9, 2024.	62

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3. HUMAN RESOURCES

a. Certificated Personnel Assignment Order 63

b. Classified Personnel Assignment Order 64

4. BUSINESS SERVICES

a. Purchase Order Listing, April 1-30, 2024. 65 - 73

b. Warrant Register, April 1-30, 2024. 74 - 123

c. Cash Receipts, April 1-30, 2024. 124 - 135

d. Declaration of surplus items. 136 - 138

e. Gifts to the District, June 2024**.** 139 - 140

f. Fundraising events for the 2024-25 school year. 141 - 143

g. Professional service agreements under $25,000 144 - 146

h. District facility use fees increase for FY2024-25. 147 - 148

i. District lease rates increases for FY2024-25. 149 - 150

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INFORMATION/DISCUSSION

1. **BUSINESS SERVICES**

   a. **2024-25 District Budget**

      Assistant Superintendent Ted O will review the updated 2024-25 Proposed District Budget and Multi-Year Projections for 2025-26 and 2026-27.

ACTION *(continued)*

1. **ADMINISTRATION**

   a. **Approval of Individual Board Member Annual Spending Accounts and Possible Increase** 151 - 153

      Staff recommends the approval of whether or not the Board will increase their current annual $2,000 spending accounts for each Board Member, to allow for individual professional development conferences, fundraising events, or more social gathering events, and/or advocacy events, as presented to the Board.

2. **EDUCATIONAL SERVICES**

   a. **Approval of 2024-25 Local Control Accountability Plan (LCAP)** 154

      Staff recommends the approval of the 2024-25 LCAP and authorizes submission of same to the San Mateo County Office of Education, as presented to the Board.

   b. **Approval of SSFUSD Local Performance Indicators Self-reflection for 2024-25** 155 - 175

      Staff recommends the approval of the District's 2024-25 self-assessment of its progress on local performance indicators based on the LCFF State priorities, as presented to the Board.

   c. **Approval of an Agreement with the College and Career Access Pathways (CCAP) for the 2024-2027 School Years** 176 - 211

      Staff recommends the approval of an agreement for a dual enrollment partnership with the CCAP for the July 1, 2024-June 20, 2027 school years, as presented to the Board.

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d. Approval of the Qualtrics Agreement for the 2024-27 School Years 212 - 215

Staff recommends the approval of the Qualtrics 3-year agreement and trainer support to provide District users a tool to collect input and feedback from educational partners where precise analytics are desired to inform policies and decision-making for the 2024-27 school years, as presented to the Board.

e. Approval for Teachers to Participate in a Pilot with Imagine Learning's Illustrative Mathematics (IM) 216 - 217

Staff recommends the approval for teachers to participate in a year-long pilot with Imagine Learning's Illustrative Mathematics (IM) during the 2024-25 school year, as presented to the Board.

f. Approval of Renaissance DnA Agreement for the 2024-27 School Years 218 - 222

Staff recommends the approval of an agreement with Renaissance DnA, formerly Illuminate DnA, to provide a data management system for the District, as presented to the Board.

3. HUMAN RESOURCES

b. Approval of CTA Tentative Agreement 223 - 241

Staff recommends the adoption of the tentative agreement, dated June 5, 2024, between the SSFUSD and the SSFCTA, as presented to the Board.

c. Approval of Contracts with the Youth Services Bureau (YSB) School Counseling, Safe School Advocates Services, and the Alternative to Suspension Program for 2024-25 242 - 255

Staff recommends the approval of the contracts for services with the YSB of the YMCA to continue supporting additional counseling at all District schools for the 2024-25 school year, as presented to the Board.

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d. Approval of Daybreak Health MOU for the 2024-25 School Year 256 - 279

Staff recommends the approval of the Daybreak Health MOU to provide the District with counseling services for students for the 2024-25 school year, as presented to the Board.

e. Approval of the Director of Policy, Operations, and Special Projects Unrepresented Classified Management Position and Job Description 280 - 287

Staff recommends the approval of the Director of policy, operations, and special projects unrepresented classified management position and job description, as presented to the Board.

f. Approval of the Reclassification of the HR Personnel Assistant Position, Salary, and Job Description Following the CSEA Chapter #197 Ratification 288 - 294

Staff recommends that once CSEA Chapter #197 ratifies the reclassification of the Personnel Assistant to the position, salary, and job description of the Leaves and Benefits Technician, the Board approves the reclassification, as presented to the Board.

4. BUSINESS SERVICES

a. Adoption of 2024-25 Proposed District Budget 295 - 296

Staff recommends the adoption of the 2024-25 Proposed District Budget and the Multi-Year Projections for 2025-26 and 2026-27 and authorizes submission of same to the San Mateo County Office of Education, as presented to the Board.

b. Resolution No. 24-39 for Education Protection Account Funds 297 - 300

Staff recommends the adoption of Resolution #24-39: To receive and disburse the revenues derived from Proposition 30 taxes into the Education Protection Account fund.

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c. Approval of an Award of Contract to R & S Construction for the Repair of a Retaining Wall off Parkway Heights MS 301 - 302

Staff recommends the approval of the award of contract to R & S Construction, in the amount of $267,000, for the repair of a retaining wall on Chestnut Avenue off Parkway Heights MS, as presented to the Board.

d. Approval of Change Order #3 to the E. F. Brett and Co. Agreement for the HVAC Project Package B, Project #16-23 303 - 306

Staff recommends the approval of Change Order #3 to the E. F. Brett Co. agreement, in the amount of $152,193, for the HVAC Project Package B, Project #16-23, as presented to the Board.

e. Approval of Amendment #1 to the Kathleen Moore and Associates Agreement for the Measure T Bond Program 307 - 309

Staff recommends the approval of amendment #1 to the agreement with Kathleen Moore and Associates, in the amount of $60,000, for the development of educational specifications for the Measure T Bond Program, as presented to the Board.

f. Approval of the Designation of Authority to the Superintendent or Designee to Award a Contract for the Alta Loma MS AV System 310 - 311

Staff recommends the approval of the delegation of authority to the superintendent or designee to award a contract for construction of the ALMS AV system, 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.

July 18, 2024

- Presentation on Facilities Department
- Approval of Superintendent's contract extension
- Approval for Superintendent and Board to participate in the annual CSBA Conference

- Approval for Superintendent to participate in 2024-25 conferences and seminars
- Approval of Bay Ed Fund MOU
- Approval of Scoot Education MOU
- Approval of Swing Education MOU
- Approval of Education Team MOU
- Williams report for 4th quarter ending 6/30/24

August 15, 2024

- Introduction of Student Trustees/ASB High School Presidents
- Presentation on Information Technology Department
- Presentation on Summer School
- Approval of San Mateo Co. 2024-25 CSPP preschool contract
- Approval of Consolidated Application and Reporting System Spring 2023 data collection
- Public Hearing and resolution for confirmation of sufficient student textbooks/instructional materials
- Resolution for Attendance Awareness Month (September)

September 12, 2024

- Teaching and learning presentation - TBD
- Presentation and approval of year end unaudited actuals
- Presentation on SSF Education Foundation
- Discussion of October 24 Community Forum topic(s)
- Resolution Honoring Hispanic Heritage Month (September 15 - October 15)
- Nomination(s) for CSBA Directors-at-large Asian American and Hispanic
- Resolution on GANN limit

September 26, 2024

- Teaching and learning presentation - TBD
- Update on enrollment for the 2024-25 school year
- Resolution honoring Filipino American History Month (October)
- Approval of the Board Governance calendar for 2024-25
- Approval of SMCOE Induction Program (BTSA) agreement for 2024-25
- Resolution for California Week of the School Administrator (October)

October 10, 2024

- Teaching and learning presentation - TBD
- Presentation on Genentech and Science
- Presentation on Fiscal Services
- Williams report for 1st quarter ending 9/30/24
- Update on OpTerra Energy solar savings
- Resolution honoring Native American and Alaska Native Heritage Month (November)

- Approval of Local Indicators
- Approval of ESSER III Expenditure Plan for 2024-25

October 24, 2024 - *Community Forum*

- Topic(s) TBD

November 14, 2024

- Teaching and learning presentation - TBD
- Presentation on Assessment/Accountability (CAASPP, CAST)
- Update on Safe School Plans

December 14, 2024

- Teaching and learning presentation - TBD
- Presentation on Performance Management - CTE
- Approval of San Mateo Co. QRIS block grant for 2024-25
- Presentation and approval of First interim budget report "positive certification"
- Resolution for School Board Recognition Month
- CSBA Delegate Assembly nomination(s)
- Approval of 2025 Summer School Program

December 18, 2024 - *Reorganization meeting*

- Resolution ratifying November 5 election
- Ceremonial Oath of Office for new Board member(s)
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Selection of Trustees to District sub-committees/committees

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

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

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

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

Ryan Sebers, Director of Student Services

DATE: June 20, 2024

RE: Approval of the SSFUSD-SSFPD MOU Renewal for the 2024-25 School Year

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BACKGROUND:

Per action of the Board of Trustees (June 2023) and action of City Council of the City of South San Francisco (August 2023), the South San Francisco Unified School District (SSFUSD) and South San Francisco Police Department (SSFPD) MOU, version 16, commenced for the 2023-24 school year, and will expire on June 30, 2024.

The terms of the MOU specify an annual renewal process as outlined in Section XIII(a) Renewal and Termination: “The initial term of this MOU shall commence 30 days after the MOU has been approved by both the City Council and the District’s Board of Trustees, and shall remain in effect through June 30, 2024. Beginning in June/July 2023, and each June/July thereafter, this MOU shall be reconsidered for renewal by both the City of South San Francisco and the District for each successive fiscal year, unless either party gives written notice of termination..”

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the renewal of version 16 of the MOU between SSFUSD and SSFPD, updated for the 2024-25 school year, with changes as follows:

Section X(c) Program Evaluation, Assessment, and Report:
The City Council and District Board of Trustees will receive a report each June/July, following the end of each school year, ~~beginning in June/July 2023~~ regarding the Program. The report will be based on information available from the concluding school year. A purpose of the report is to provide the City Council and Board of Trustees with information relevant to their consideration of whether the program should be renewed for another year. The report will summarize the review described in this section, including an appraisal of whether the program is achieving its intended goals and objectives, and any improvements or adjustments to the Program proposed by the City Manager and Superintendent. The report will be presented to the City Council and District Board of Trustees as part of their consideration of annual renewal of this MOU, as described in Section XIII(a).

Section XIII(a) Renewal and Termination:
The initial term of this MOU shall commence 30 days after the MOU has been approved by both the City Council and the District's Board of Trustees, and shall remain in effect through June 30, 2025. ~~Beginning in June/July 2023, and~~ Each June/July thereafter, this MOU shall be reconsidered for renewal by both the City of South San Francisco and the District for each successive fiscal year, unless either party gives written notice of termination as set forth in subsection (b) below. For purposes of this MOU, the fiscal year begins on July 1st and ends on June 30th each year. In the event that the City Council or Board of Trustees is unable to complete deliberations on renewal of this MOU prior to June 30th each year, the MOU may be renewed at any time and will apply to the balance of the fiscal year in which it is renewed. The District or City Council can at any time agendize this at any of their respective meetings.

Staff also recommends the consideration of a biannual or triennial renewal term for subsequent renewals.

SSFUSD-SSFPD MOU (ver. 16)
2024-25 School Year

This memorandum of understanding (MOU) is made by the South San Francisco Unified School District ("District") and the City of South San Francisco regarding their mutual understanding of the matters described below. This MOU consists of guidelines to inform the relationship between the District and the School Liaison Officer ("SLO") of the South San Francisco Police Department ("SSFPD"), which relationship is subject to annual review as set forth below. This document will work in conjunction with the District's Expectations for Student Success Handbook (the " District Handbook"); and all applicable city, state, and federal laws that provide guidance on how to properly handle common cases that are generated on school grounds. Some of the laws related to searches and questioning of students are summarized in Appendix 1 to this MOU, which may be updated to reflect changes in the law without requiring an amendment to this MOU.

It is the intention of the District and SSFPD to maintain collaborative efforts to provide a safe and healthy school environment for students, staff, and visitors. In doing so, the District recognizes the impact SLOs may have on different student groups, and will prioritize student safety and relationship building.

I. Goals and Objectives:

a) Protect the constitutional and civil rights of students.
b) Maintain a safe and secure environment on school campuses which will be conducive to learning.
c) Establish a positive working partnership.
d) SSFPD desires to promote positive attitudes regarding the role of police in society through non-punitive, alliance-building interactions with students and staff, and will seek the District's partnership and input of District administrators in creating such opportunities.
e) The District desires to reduce student suspensions, expulsions, and referrals to the criminal justice system to the furthest extent possible. The District also desires to reduce and eliminate racial disparities in contacts with students.
f) Conduct criminal investigations.
g) Refer student cases to restorative justice alternatives/programs and court diversion to the greatest extent possible prior to relying on the court or penal system.
h) Ensure that all SSFPD Officers understand the needs, strengths, and challenges of various student groups based on race, ethnicity, national origin, disability, religion, gender, sexual orientation, economic status, age, cultural group, immigration status, or affiliation with any other similar identifiable group. SSFPD currently provides all officers,

including SLOs, with training in areas such as cultural diversity, racial bias prevention, crisis intervention, bias and racial profiling prevention and principled policing, along with other training. SSFPD will continue to prepare SLOs through training and experience to meet the unique requirements needed for an SLO to interact appropriately with students and staff in a school setting. Annually, SSFPD Chief of Police and his/her staff and District school administrators will meet to review SLO training requirements and collaborate on a joint list of required training for SLOs, recognizing that over time, training needs may change. The SLO will receive specialized training regarding the education of students with disabilities, as identified under the Individuals with Disabilities Education Act (IDEA) and/or Section 504 of the Americans with Disabilities Act, to help the SLO understand the unique needs of students with disabilities.

II. Non-Discrimination:

The parties are committed to complying with existing laws that prohibit the use of students' race, ethnicity, national origin, disability, religion, gender, sexual orientation, economic status, age, cultural group, immigration status, or affiliation with any other similar identifiable group as the basis for providing differing levels of law enforcement service or inconsistent enforcement of the law. Additionally, in accordance with Federal and State law which provides that undocumented students must be provided the same education offered to citizens, and which protects undocumented students from unreasonable search and seizure; in order for all students and families to feel comfortable and secure in the school environment; and consistent with the City of South San Francisco's existing policies for the SSFPD, SLOs will not question students or their parents or family members about their immigration status.

II. District's Role and Responsibility:

a) Ensure student welfare as its highest priority.
b) Establish and implement student safety and positive school climate programs.
c) Develop procedures to handle campus safety issues.
d) Develop emergency response procedures.
e) Develop a school safety plan.
f) Establish and follow procedures for referring SLO involvement.
g) District school administrators shall not request information related to student contacts with law enforcement outside of the timeframe for which the District has responsibility for the student.
h) Annually, District school administrators will receive and provide training on when to contact police and when not to contact them, pursuant to established District processes, to ensure clarity of expectations.

i) Handle all student disciplinary concerns that are not mandatory in nature for and address situations without the involvement of SLOs (beyond the mandatory scope of Cal. Ed. Code § 48902 and Penal Code § 245).

III. School Liaison Officer's Role and Responsibility:

a) The School Liaison Officer ("SLO") is a police officer; not a schoolteacher, school administrator, or school counselor, and therefore will not be expected or asked to act in those roles. The SLO will work with families, individual students, and other school staff members with counseling and guidance efforts when requested and appropriate, and will defer to the decisions of those groups, unless there is a criminal aspect.

b) Coordinate all activities with the principal and staff members concerned; seek permission, guidance, and advice prior to enacting any programs within the school.

c) When it pertains to preventing a disruption that would, if ignored, place students and staff at risk of harm, the SLO will assist with resolving the problem to guard against risk of harm. In all other cases, disciplining students and addressing other conduct deemed inappropriate is the responsibility of the District.

d) Provide students, staff, and parents with a familiar and recognizable law enforcement contact. SLOs will work to create positive relationships with students and staff through appropriate social interactions when not responding to requests for assistance.

e) Attend various sporting events and school activities as needed and as called upon by school administrators (subject to approval by the Superintendent or designee), for the purpose of proactive enforcement and community interaction. As set forth in Section III above, the District shall develop and implement an internal process for determining the need for police involvement at such sporting events and school activities.

f) The District and SSFPD believe the U.S. Department of Education's position that "restraint and seclusion should be avoided to the greatest extent possible without endangering the safety of students and staff" is the best practice to follow in nearly all situations. The SLO should only use a physical restraint device (e.g. handcuffs or other restraints) in cases that require the physical arrest of a student for referral to the criminal justice system, or to prevent the involved individual from injuring themselves or others.

g) If doing so is practical and will not interfere with other duties, when working on District campuses, the SLO will wear a designated alternate uniform to present a more casual appearance (*i.e.* – polo shirt with utility slacks, or business suit). When wearing the designated alternate uniform, officers may have all necessary safety equipment for the performance of their duties, including without limitation a bullet-resistant vest worn

under their clothing and all use-of-force tools to allow for appropriate de-escalation.

V. Role of School Liaison Officers During Investigations at School Sites:

a) School disciplinary investigations are a separate and distinct process from police investigations, which occur only when there is a reasonable suspicion of criminal conduct. In such cases, these processes will occur in parallel. In some cases, police may inform a school/district of an incident that falls within school/district jurisdiction to address at a school discipline level, and in other cases police may respond to a report of a crime which has been investigated by the school/district. Although information gathered in parallel investigations of the same issue may be shared to inform the school and police of additional details not acquired within the scope of either of their independent investigations, searches and interviews facilitated by either the school/district or police do not replace or truncate a thorough investigation by either entity. If either the school/district or police have the benefit of shared information for the purpose of greater clarity of the issue being investigated, then either entity must weigh the facts and evidence and determine the appropriate disposition within their own jurisdiction (*i.e.* the school/district determines an appropriate disciplinary response or intervention within the school realm, and the police determine criminal charges in the legal realm). Although police may also be pursuing a criminal investigation outside of school and have legal grounds to interview the student at school and/or remove the student from campus, it is understood that an overlap of investigative authority of school administrator's/district officials and police officers may exist in some cases. To the extent possible, any police investigations into student conduct will occur off campus; however, in some circumstances, such as when the student conduct occurs at school, interviews or other forms of investigation may need to be conducted on campus.

b) Any searches of students or their property by the SLO shall comply with the Department's Search and Seizure Policy. Absent exigent circumstances, the SLO should make every reasonable effort to alert a school administrator prior to conducting a search of a student or their property, including lockers. Whenever possible, the SLO should be accompanied by a school administrator when conducting searches.

c) This relationship extends to SLOs who may work with the District's school administrative teams during investigations of student and staff issues. The SLO is an employee of the police department and is a police officer. In matters involving student criminal offenses, the SLO may be asked to assist or provide resources to District officials conducting a school investigation. Interview and search procedure is still governed by the school administrators, who bear responsibility in that situation. If a school administrator asks a police officer to conduct a search, the search would still require the presence of a school administrator, and the SLO would still be an extension of school authority.

d) When school administrators conduct an investigation and determine that a crime that

must be reported by law has been committed, the police are notified. If the police subsequently dispatch an officer to the school, they begin a parallel investigation which may involve interviews and search procedures. At that point, the police are governed by their own investigation and are responsible for any interviews and searches they initiate within the scope of their authority. If an SLO is coincidentally dispatched in response to a school report of a crime, the SLO is then viewed as a regular police officer fulfilling the responsibilities of a police investigation and not an extension of school administrators.

e) SLOs and other police officers assisting schools with investigations, when there is no probable cause to believe that the student has committed or has knowledge about a crime, do not assume responsibility just because they are asked to assist. If, during an investigation, an SLO or assisting officer determines that there is probable cause to believe that the student has committed or has knowledge about a crime such that a police investigation should be initiated, even when the school investigation is still ongoing, the officer would then assume responsibility for any parallel investigative processes the officer initiates at that point. The District's investigation and the police investigation would be considered two distinct processes.

VI. Guidelines for Distinguishing Between Disciplinary Misconduct and Criminal Offenses:

One of the primary guiding principles in education and the criminal justice system is that mistakes made by young people should not carry lifelong consequences. Young people should be afforded multiple opportunities to overcome minor violations of law and school policy. The following points provide direction for determining the sanctions for an alleged violation of the District's Code of Conduct, California statutes or local ordinances.

a) School administrators have broad latitude in addressing minor violations of the District Expectations for Student Success Handbook, that may also be violations of the law. Minor violations of the District Handbook should be addressed by the school administrators without involvement of the SLO. Involvement of police on school campuses, beyond the mandatory scope of Cal. Ed. Code § 48902 and Penal Code § 245, will be at the discretion of District official's/school administrators, in the interest of the safety of the District's learning communities. In exercising such discretion, District officials and school administrators will be required to undergo training and understand and implement District policies for SLO involvement. The District is committed to providing clear guidance and training to ensure it is able to manage student behaviors at the local level in most cases where there are minor infractions of the District Handbook that are also violations of law. Relevant portions of the District Handbook and other District policies that identify the circumstances under which District employees are supposed to involve the SLO are included in Appendix 2 to this MOU, which may be

updated to reflect changes in those documents without an amendment to this MOU.

b) In certain circumstances, school administrators may be required to report situations to law enforcement for investigation, including but not limited to a student who has been subjected to abuse or neglect, victims of several types of crimes, and threats of violence.

c) SLOs are responsible for criminal law issues, not school discipline or poor behavior issues. Absent a real and immediate threat to student, staff, or public safety, incidents on District campuses involving public order offenses (including disorderly conduct; disturbance/disruption of schools or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon) are considered school discipline issues to be handled by school administrators, rather than criminal law issues warranting formal law enforcement intervention (e.g., issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest).

d) Whenever possible, a student will not be arrested at school when the arrest can be made effectively elsewhere. An arrest at school is the last resort after all other avenues have been exhausted, unless the student poses a real and immediate threat to another student, teacher, or public safety; or a judicial warrant specifically directs the arrest of the student in a school.

e) If circumstances require an arrest to occur on school grounds, the SLO shall be mindful of the educational environment and of other students who may witness the arrest. Whenever possible, arrests should not occur during the lunch hour, before or after school, or in open areas on a school campus where there is a potential for a large number of student witnesses.

f) Except in exigent circumstances, school principal's / principals' designees will be advised prior to an arrest of a student on school grounds. The student's parent or guardian will be notified as soon as practicable when the student is released to a law enforcement officer.

g) SSFPD officers, including the SLO, will continue to follow state law and City policies when effectuating arrests.

VII. Student Rights:

a) Except in exigent circumstances, the SLO will inform school administrators prior to conducting a probable cause search of a student on campus.

b) The SLO will inform school administrators prior to questioning a student on school grounds, except in situations where the student poses a real and immediate threat to another student, teacher, or public safety, and such advance notice to school administrators is not feasible.

c) Absent a real and immediate threat to student, staff, or public safety, physically invasive searches by a SLO will not be conducted on a student, except as noted above in circumstances in which an SLO is conducting a search pursuant to an independent criminal investigation.

VIII. Training and Reports on SLO Activity:

a) The SLO will provide an annual report on SLO Program activities. The District, represented by the Superintendent or his/her designee and the City of South San Francisco, represented by the City Manager or his/her designee will collaborate on identifying the information to be included in the annual report.

b) SSFPD currently provides all officers, including SLOs, with training in areas such as cultural diversity, racial bias prevention, crisis intervention, bias and racial profiling prevention and principled policing, along with other training. It is SSFPD's intent to continue to prepare SLOs through training and experience to meet the unique requirements needed for an SLO to interact appropriately with students and staff in a school setting. Annually, SSFPD staff and District staff will meet to review SLO training requirements and collaborate on a joint list of required training for SLOs, recognizing that over time training needs may change. This joint list of required trainings will be set forth in a side letter that is updated annually.

c) The SLO will receive specialized training regarding the education of students with disabilities, as identified under the Individuals with Disabilities Education Act (IDEA) and/or Section 504 of the Americans with Disabilities Act, to help the SLO understand the unique needs of students with disabilities.

d) If the District offers trainings or publishes policies regarding non-punitive approaches to behavioral management in the District, then the parties expect that the SLO will participate in the trainings and be familiar with the content of the trainings and any such policies. If the District has implemented any specific programs designed to improve overall school climate or respond to student behaviors in specific ways, the District may invite the SLO to participate in any trainings associated with those programs.

e) SSFPD will pay for all SLO training described in this MOU.

IX. SLO Performance and Review

a) In the event that a school/district has concerns regarding the actions of an SLO relative to this MOU, a representative of the school/district will refer the concerns initially and in writing to the Chief of Police, after which the Chief of Police and a District representative will meet and confer. A meeting may also be conducted with all parties, including the SLO, to mediate and resolve any problems.

b) Notwithstanding the process described in the immediately preceding subsections, the

SSFPD Chief is solely responsible for decisions about the assignment of SLOs, hiring and continuing employment of SLOs, and supervision and evaluations of the performance of SLOs. In the event that a school/district concern regarding the actions of an SLO relative to this MOU is not resolved through the steps described above, the SSFPD Chief will reassign the SLO and exercise reasonable diligence to identify and provide a qualified replacement. The SSFPD Chief will consult with the District Superintendent or designee regarding the assignment of SLOs. In the event that the District Superintendent or designee has concerns about an SLO assignment, the process described in this Section IX will apply.

c) SSFPD will maintain methods for members of the public, including District students and employees, to file complaints against SSFPD officers, including SLOs. Complaints may be filed anonymously, and may be submitted in writing using forms provided by the SSFPD or in any other manner. The current versions of the SSFPD's forms are attached hereto as Appendix 3, and may be updated without an amendment to this MOU. The District has an independent right to investigate complaints from students, employees or others, to determine whether a breach of this MOU has occurred, but not to investigate SSFPD officers, including the SLO, as though they were employees of the District.

X. Program Evaluation, Assessment, and Report:

a) The School Liaison Officer Program will be assessed annually as described in this Section. The evaluation of the Program will be conducted jointly between the City of South San Francisco, represented by the City Manager or his/her designee and the District, represented by the Superintendent or his/her designee. The annual Program assessment may include, but is not limited to the following areas:

1) Success of established Program goals and objectives.
2) An internal survey of school administration, staff, and student representatives who have had interactions with law enforcement officers on campus will be conducted. The number of student representatives whose input will be sought will vary according to grade level. The survey will be primarily concerned with perceptions of safety and security relative to the Program. The timing, content, and evaluation of the survey will be discussed as part of regular meetings (see Section X(b) below). The City of South San Francisco will be provided with such survey information, including disaggregated survey responses.
3) An appraisal of areas with opportunities for improvement

A purpose of the assessment is to determine whether the program should continue for the following school year.

b) The parties also agree to establish a meeting schedule in order to maintain regular and open communication; to evaluate the effect of this agreement; and to suggest

improvements and adjustments that may be necessary. The City Manager and Superintendent or their designees will determine who will participate in the meetings. If the meeting participants identify operational changes that require an amendment to this MOU, then proposed changes will be brought to the City Council and School Board.

c) The City Council and District Board of Trustees will receive a report each June/July, following the end of each school year, ~~beginning in June/July 2023~~ regarding the Program. The report will be based on information available from the concluding school year. A purpose of the report is to provide the City Council and Board of Trustees with information relevant to their consideration of whether the program should be renewed for another year. The report will summarize the review described in this section, including an appraisal of whether the program is achieving its intended goals and objectives, and any improvements or adjustments to the Program proposed by the City Manager and Superintendent. The report will be presented to the City Council and District Board of Trustees as part of their consideration of annual renewal of this MOU, as described in Section XIII(a).

d) This report should include aggregated data on why police were called to campus, who called them, demographic data on the students and other people with which they interacted, and outcomes (including arrests, citations, and other data). The District will collect relevant demographic and outcome data for district students from the previous calendar year. The City of South San Francisco will also track and share data with the school district regarding the number of student arrests and citations, by gender, race/ethnicity, and any other relevant data from the previous calendar year.

e) The City of South San Francisco, represented by the City Manager or his/her designee, and the District will bring proposed amendments to this MOU to the City Council and District Board of Trustees as necessary and not solely as part of the annual presentation to the City Council and District Board of Trustees. The District or City Council can agendize this at any of their respective meetings.

XI. Mutual Indemnity:

The City of South San Francisco, represented by the City Manager or his/her designee and the District agree to indemnify and hold each other harmless against any and all third-party losses, claims, liabilities, damages, costs, expenses and injuries (including personal injuries or death) arising from or in connection with investigations at school sites, to the extent that such losses, claims, liabilities, damages, costs, expenses or injuries arise out of the negligence of the indemnifying party. In the event of concurrent negligence of the parties, liability for any and

all claims for injuries or damage to persons and/or property would be apportioned according to the California theory of comparative negligence.

XII. No Third-Party Beneficiaries:

Nothing in this MOU is intended to or shall confer upon any person other than the parties any rights or remedies hereunder.

XIII. Renewal and Termination:

a) The initial term of this MOU shall commence 30 days after the MOU has been approved by both the City Council and the District's Board of Trustees, and shall remain in effect through June 30, 2025. ~~Beginning in June/July 2023, and~~ Each June/July thereafter, this MOU shall be reconsidered for renewal by both the City of South San Francisco and the District for each successive fiscal year, unless either party gives written notice of termination as set forth in subsection (b) below. For purposes of this MOU, the fiscal year begins on July 1st and ends on June 30th each year. In the event that the City Council or Board of Trustees is unable to complete deliberations on renewal of this MOU prior to June 30th each year, the MOU may be renewed at any time and will apply to the balance of the fiscal year in which it is renewed. The District or City Council can at any time agendize this at any of their respective meetings.

b) This MOU may be terminated without cause by either party at any time, by giving prior written notice at least 30 days in advance of the effective date of such termination, or may be terminated by mutual agreement of both parties.

c) All notices under this MOU shall be in writing and delivered by email AND U.S. mail, postage prepaid, to the following addresses:

If to South San Francisco Unified School District:
398 B Street
South San Francisco, CA 94080

If to City of South San Francisco:
P.O. Box 711
South San Francisco, CA 94083

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the dates set forth below:

South San Francisco Unified School District

Date: _____

_____

Dr. Shawnterra Moore, Superintendent

City of South San Francisco

Date: _____

_____

Sharon Ranals, City Manager

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of May 23, 2024

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

OPEN SESSION - 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:00 p.m.

1. To consider the appointment of two (2) public employees to the positions of Principal of Los Cerritos ES and Principal of SSFHS, in accordance with California Government Code Section 54956.
2. To consider evaluations of performance and discipline/dismissal/release of Certificated personnel in accordance with Government Code Section 54957.
   - Non-reelection of probationary certificated employee(s) - Education Code Section 44929.21
3. Conference with Labor Negotiators
   Agency Designated Representative: District Assistant Superintendent for HR/Student Services
   Employee Organization: SSFCTA
4. Superintendent evaluation.

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

B. ROLL CALL

Board Members:	Ms. Amanda Anthony - Present Dr. Chialin Hsieh - Present Ms. Daina Lujan - Present Mrs. Patricia Murray - Present Mrs. Mina Richardson - Present
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 President Daina Lujan.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION

MOTION #87 (Hsieh/Murray) to approve the non-reelection of one (1) probationary Certificated employee at the end of the current school year pursuant to Education Code Section 44929.21. (AYES: Anthony, Hsieh, Murray, Richardson; NOES: None; ABSENT: Lujan). Motion Carried on a 4-0 vote.

MOTION #88 (Hsieh/Murray) to approve the appointment of Karen Hong to the position of Principal of Los Cerritos ES. (AYES: Anthony, Hsieh, Murray, Richardson; NOES: None; ABSENT: Lujan). Motion Carried on a 4-0 vote.

MOTION #89 (Hsieh/Murray) to approve the appointment of James Lothschutz to the position of Principal of SSFHS. (AYES: Anthony, Hsieh, Murray, Richardson; NOES: None; ABSENT: Lujan). Motion Carried on a 4-0 vote.

F. REVIEW OF AGENDA - No changes.

G. PTA COUNCIL REMARKS - President Lauren Kitchen reported that the PTA Council honored Martin ES retiring teacher Deborah Carlino with the Golden Oak Service Award. This award, the most prestigious of the PTA honorary service awards, is given to an individual that has made a significant contribution to the welfare of students. Mrs. Carlino was honored for her service to the Martin ES community and for starting the Ruby Bridges Walk to School Day, which is now a State-wide recognized event. She was also recognized for creating the Martin ES Safety Patrol. Ms. Kitchen said the PTA took part in last night's Purposeful Partnerships event to support the District's Strategic Plan and Portrait of a Graduate. The PTA provided a fun activity for students to build sling shot rockets. "And finally, we'd like to say thank you to all the leaders in the District and schools for a great school year. Congratulations to all the students promoting and graduating from high school and we hope everyone has a great summer."

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - President Elizabeth Bales Stutes said Adult Education has had a very successful school year which included a career fair, open house, and having more students than previously

transferring to community colleges. Teachers are proud of what the students have achieved this year. She said, “We look forward to continued cooperation with the CTA in the next year, as well as CSEA, and we look forward to continuing a great partnership with our principal and administrators.”

South San Francisco Classroom Teachers Association – Interim President Shari Giusti said she has enjoyed getting to know the Board and Cabinet better this year. She read a speech that encouraged maintaining a working relationship between the District and CTA by making teachers, classrooms, and students a priority. This includes smaller class sizes, providing educators the opportunity to differentiate instruction to meet the needs of all students, and a shared interest in equity and access for Title 1 schools. She said the District is holding money in the budget for future expenses and it needs to be changed and prioritized now. “Spend it on the classrooms. Support the learning of students across the District. Support good working conditions and educator retention.” She said, “SSFCTA looks forward to a commitment from SSFUSD to make teachers and students a priority in alignment with your goals of Portrait of a Graduate.”

California School Employees Association Chapter 197 - None

I. PERSONNEL COMMISSION - Assistant Superintendent Marwan Hannon reported that the next Commission meeting will take place on June 17, 2024.

J. ITEMS FROM THE BOARD

Trustee Mina Richardson praised Eric Claybon, the District’s Child Development Program Coordinator. He received the maximum points in the quality rating and improvement system review for both the Children’s Center preschool and the Child Development Center. Schools are evaluated every five years. She said, “…we're thrilled to hear the great news and I know our students, our children, are getting a great head start in our preschool programs, so for another five years, we're good to go.” She thanked Mr. Claybon for his hard work and achievement.

K. SUPERINTENDENT’S REPORT

a. **Golden Apple/Retirees ceremony** - Superintendent Shawnterra Moore reported that this event was held on May 15. Board members provided inspiring words and thanked the 20 retirees as the District bid them farewell. Each retiree was presented with a framed Board resolution and those employees who have worked in the District for 30+ years were acknowledged with service awards. Ten employees were recognized for going above and beyond in their roles and received a Golden Apple. She said, “I also wanted to thank my support team for their work on communicating the event, creating the program, providing delicious food, assembling the retiree resolutions, setting up the meeting and arranging for the jazz band as our entertainment.

I also want to thank all of the participants. It was truly a wonderful community event to end our school year."

b. **Teacher and Educator Appreciation** - Dr. Moore said in the Spring, the District collaborated with the City, Chamber of Commerce, SSFCTA, SSF Education Foundation, and the Bay Ed Fund to celebrate and honor the educators. **"**We would never fulfill our responsibility to help all of our students reach their academic potential and social emotional potential without them. I am incredibly grateful to all of our educators for your hard work this year and especially thankful for the ways that you have actively engaged and participated in our strategic planning work this year." This year, each employee was provided with a $50 gift card in recognition of their efforts.

c. **CSEA Classified Appreciation Week** - Superintendent Moore said classified colleagues are also educators. This week, HR sent a message of appreciation for classified employees and let them know cakes and certificates would be delivered to recognize their work that is often behind the scenes. **"**We're grateful for their efforts to our students, our staff, and community. We wanted them to know that they are seen, heard, and deeply valued and tomorrow at the District Office, we will be celebrating with a classified luncheon."

d. **Promotions and Graduations** - Dr. Moore reported that promotions and graduations began yesterday and they will conclude next Friday, May 31 with ECHS and SSFHS commencement ceremonies. "Our hope next week is to see students who are joyful and seem to be relishing this wonderful moment in time as they transition to the next level of their educational careers. In advance of the various scenarios we just wanted to congratulate our students for another year of learning and engagement especially those promoting and graduating."

e. **End of the Year** - the Superintendent said she is sending a letter of appreciation to the community next week. "I remain thankful for our ability to come together, to work together, and to communicate with one another and really seek to understand one another's perspectives as we work in partnership for our students. I'm grateful to be part of a community that stays focused on students and their needs, and come to meetings to speak with an open heart and desire to continue to grow and improve. I just want to remind our community that in SSFUSD, the work that we do is not about perfection, but it is about progress. We want to approach and tackle obstacles and see them as opportunities to overcome. We are certainly on a journey. We want to continue to go under the sea of our calling where we will build community, connection, collaboration, and courage to really lean into our strengths and our opportunities in service of all of our learners. So with that, we wish you all an incredible, amazing joyful summer and always remember to #**believe**."

L. PUBLIC COMMENTS

Aaron Haffner, an ECHS Statistics teacher, spoke about the District no longer offering this subject. Only AP Statistics would be offered. He shared three points on this subject, “First, that we are making this decision without proper consideration. Second, the removal of statistics is an inequitable decision, and third, the class adds to how we want to identify as a district.” “I'd also like to argue that removing Statistics from the list of offering courses and offering only AP goes against our goal for equity on campus.”

Tim Hockenos, a SSFHS Science teacher, asked Cabinet members to give the District’s bargaining team the flexibility needed to reach an agreement with CTA. He said, “Dedicating financial resources to class size caps is an investment in student success and supports the Portrait of a Graduate.”

Luisa Devera, a Skyline ES teacher, spoke about class size caps. In large classes of up to 32 students, she cannot connect with them and provide relevant feedback. She said, “…if the class size were just reduced by just a couple of students, it would make the biggest difference for us, because we feel like we could reach them…” “So, as teachers, we impact our students, but we can't if there's so many in a class.”

Liz Renaud, a bilingual Speech Pathologist, spoke about the importance of the J1 Visa participants who work as Special Education teachers. “…they are a big, important part of the team. They build the rapport with the students, [and] behaviors that were happening every year we're seeing better and better improvement because of the hard work that they put in…”. She also spoke of class sizes and how difficult it is for teachers to do their best with too many students in the classroom.

Joseph Lopez, an alumnus, spoke about the District’s low graduation rate. While he has not been able to verify the numbers, he said the graduating class of SSFHS “…is approximately 100 students, a staggeringly low number out of the roughly 380 students in the senior class.” 90.3% of San Mateo County students graduated with a high school diploma in 2023. “Our students are not being prepared to pursue higher education and career readiness if they cannot leave high school with a high school diploma.” “If the investigation mirrors the numbers I've heard, why is it that SSFUSD graduation rates are so behind the rest of San Mateo County?”

M. INFORMATION ONLY PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Alternative Education

Principal Seemaa Prasad presented educational priorities and programs in the District’s Alternative Education, including Baden HS, Adult Education, and the Adult Transition Program (ATP).

District LCAP and School Site Goals
Principal Prasad said Alternative Education is in line with the District goals. The programs at Baden HS and the Adult School support what the District is doing for LCAP goals. This year they focused on LCAP Goal #1, Academic Achievement, Goal #2, Professional Development, and LCPA Goal #3, Student, Parent, and Community Engagement.

CAR (Communication, Achievement, Relationships)
The SSFUSD car metaphor is a journey to excellence, providing students a superb learning. This year Baden HS and Alternative Education has been focused on instruction, the steering wheel.

Baden High School

Site Goals
Professional Development: Writing Focus
All six teachers:
- Participated in a collaborative inquiry cycle
- Received three 2-hour professional development sessions with the Bay Area Writing Project (BAWP)
- Designed lesson plans to include effective writing strategies
- Received feedback and ongoing support from the PLC team and BAWP facilitators

Average scores based on a 6-point rubric show growth in writing from 1.6 (emerging writing) pre-assessment to 3 (approaching proficient) in the post-assessment.

Increase College and Career Preparation
- Dual enrollment counseling classes through partnership with Skyline College - taught by counselor, Ms. Sangco
- Included field trips to Skyline College, San Francisco State University, and Job Corps and guest speakers
- 18 students enrolled, 14 students received college credit

Increase Student Support Services and Improve School Culture
- Added a Wellness Counselor. Mr. Stillman, to their team who provided social emotional support and is their staff photographer and Chief of Marketing
- Increased home visits and individual counseling
- After school support on Tuesdays/Thursdays to make-up credits, get assistance with career exploration and job applications
- Top Credit Earner and Student Recognition certificates
- Celebrations - Halloween, Holiday lunch, and Hot Chocolate Bar
- Field Trips - Ropes Course and End of Year Celebration

Relationships and Culture
Principal Prasad said relationships with students help to increase their feelings of belonging to the school community. This is achieved with:

- Social emotional support with counselors, wellness counselors, and a school psychologist
- School events and celebrations
- Student recognition certificates each term. A teacher or counselor nominates a student for specific recognition in an area where they have shown growth. Those words of affirmation and encouragement are added to the certificate and read out to the student who also receives a small reward.

Principal Prasad thanked the SSF Education Foundation and San Mateo County Parks for their support. They provided funding for the Ropes Course, Coyote Point field trips, and also purchased books for their library.

Demographics
The Baden HS student population is predominantly Hispanic/Latinx at 73%, followed by Filipino at 9%, being the largest groups. The population includes students in the Adult Transition Program, Continuation HS, Independent Study, and the Therapeutic Classroom.

Chronic Absenteeism
In 2021-22, there was 62.4% absenteeism which was reduced to 52.7% in 2022-23, a 5% decrease. For 2023-24, up to May 8, it is at 47.7%, a 9.7% decrease from 2022-23.

2022-23 CAASPP Data

ELA

	All Students
Met/Exceeded standard	11.76%
Standard nearly met	29.41%
Standard not met	11.76%

Math

	All Students
Met/Exceeded standard	0.00%
Standard nearly met	12.50%
Standard not met	87.50%

Principal Prasad reported that five Baden HS students were reclassified proficient this year.

Comprehensive Support and Improvement Plan (CSI) Eligibility

- For any school with a school level combined four-and-five-year graduation rate less than 68% over three years

- Must have a four-and-five-year graduation rate in 2020, 2021, and 2022

Baden High School Graduation Rates	
2020	66.7% (40 students)
2021	36.9% (41 students)
2022	75% (60 students)

Principal Prasad said they received CSI eligibility this year and used the grant funds to support much of the work done this year to assist students.

Adult Education

Principal Prasad said their enrollment is growing and they currently have 617 students.

2023-24 Enrollment by Program
15 - Citizenship
46 - Adult Secondary Education
508 - English as a Second Language
48 - Career Technical Education

Outcomes and Highlights
- 29 students transitioned to post-secondary education
- As of today, 21 students have earned a high school diploma or equivalent
- 120 students and community members received tablets and internet access through T-Mobile's Affordable Connectivity Program
- In-person and virtual job fairs with 20 employers
- Celebrations for Halloween and holidays led by their Student Leadership Team

Adult Transition Program (ATP)

- 8 Job sites including ECHS and SSFHS where they prepare lunches for the District
- Silk screen and embroidery projects
- Training in employment, daily living skills, self-determination, and functional academics
- New in 2023-24: Coffee Cart with service on campus and at the District Office

Trustee Patricia Murray thanked Principal Prasad for her presentation and asked about recent rebranding called "Baden Reads". Principal Prasad said Mr. Stillman has taken photos of the great work students are doing and is branding Baden HS. They have their own sweatshirts

and new swag which must be earned. She said, “For Baden Reads, there are different visual representations and positive images because there's some data that shows that for every negative thought or encounter you have, three positive ones counteract that, so it's really important for us that our students see positive messaging throughout our campus.” “…in the hallways, you're going to see a lot of these wonderful posters that highlight the great work our students are doing on a daily basis and our staff is doing, so Baden is a positive place where we encourage our students, where they want to be, where they belong, so this messaging goes a long way to doing that.”

Trustee Chialin Hsieh also thanked Principal Prasad for the great presentation and said she was proud of the 76% graduation rate. It is also good that 29 Adult Education students transitioned to post-secondary education and 21 students earned a high school diploma or equivalent.

Trustee Richardson said she appreciates Principal Prasad’s leadership and enjoys visiting the school which seems like a happy place with a variety of students. “Everything your students do are always with the aim of being independent, like the Adult Transition Program, and I appreciate that little coffee cart.” “…this is one of those nice places to visit that our kids are feeling like they accomplished something and the 18 enrolled in Skyline is really a nice figure, it's a start. We have such a wide variety of students that are accepted at Skyline and there's so much support…”

Vice President Amanda Anthony said she was excited about the chronic absenteeism and how Principal Prasad encourages students to come to school, which is paying off. “…last night was the Purposeful Partnerships event here. It was great and I also got to visit one your classrooms and talk with Miss Winn about the science classroom.” “And as a former adult educator, [i] love to see the great connection you're having with the community [such as] full classes, graduating, and moving on to higher education when they get their English down, amazing.”

President Daina Lujan thanked Principal Prasad for her presentation and leadership, noting that she oversees three schools within a school. She said Principal Prasad lights up when she talks about her students. “…for some students this is the first time they've been seen and heard and I just want to thank you and commend your teams for the work that you're doing.”

N. PRESENTATION WITH POTENTIAL ACTION - None

O. CONSENT AGENDA

MOTION #90 (Richardson/Hsieh) to approve Item 1a, SSFHS teacher to travel to Chevy Chase, MD; Item 1b, Buri Buri ES staff members to travel to Pasadena, CA; 1c, Increased funding for Big Lift Supervisor for 2023-24; Item 1d, Contract with SMCOE for 2024-25 Outdoor Education program; Item 1e, Allocation of funds for Non-Public Agencies for 2023-24; Item 2a, Certificated Personnel Assignment Order; Item 2b, Destruction of Class 3 Disposable Records; Item 3a, Purchase Order Listing, March 1-31, 2024; Item 3b, Warrant Register, March 1-31, 2024; Item 3c, Cash Receipts, March 1-31, 2024; Item 3d, Declaration of surplus items; Item 3e, Gifts to the District for May 2024; Item 3f, Fundraising events; Item 3g, Professional service agreements under $25,000; Item 3h contract renewal with Dannis, Woliver, and Kelley (DWK) for 2024-25; Item 4i, Dairy products award for 2024-25; Item 4j; Fresh produce award for 2024-25, Item 4k, Commercial Food and Supplies award for 2024-25; 4l, Processed USDA foods award for 2024-25. Motion Carried. Motion Carried. (Unanimous)

INFORMATION/DISCUSSION

1. BUSINESS SERVICES

a. May Revision of the Governor's Budget

Assistant Superintendent Ted O presented information on the revision of Governor Gavin Newsom's State budget proposal for the 2024-25 fiscal year, which was released on May 10, 2024. This is the final statutory opportunity for the Governor to update his economic projections and make changes to his proposed budget before the enactment of the State budget in June. On Tuesday, Mr. O and his staff attended a School Services of California workshop to gather the details of the proposed budget, which they will be using to prepare the District's 2024-25 budget. Mr. O provided an update on some areas of the proposed budget and the impact on education. He stressed that this is still a proposal at this time and there will likely be some changes made once the State budget is finalized and approved in June.

Overview

- Unlike budgets during the past few years, the State of California is projecting a huge budget deficit due to a severe revenue decline.
- The Governor estimates the state budget deficit grew by $7B from a projected estimate of $37.9B in January to $44.9B today.
- However, taking into account the "early action" the Legislature adopted in early April, the budget deficit now sits at $27.6B.
- The "Early Budget Actions" made by the Legislature and Governor resulted in a reduction of the current year's deficit by approximately $17.3B.
- The deficit is largely due to the 2022 tax collections well below the State's budget assumptions.

- In the May Revision, Governor Newsom must resolve projected budget deficits in 2024-25 and 2025-26, and the actual deficits in the current fiscal year.
- He is proposing a number of actions, including increasing reliance on the State's general fund reserve, increased efficiencies and additional budget reductions, internal borrowing, funding delays, funding shifts, and deferrals.
- Outside of education, he proposes significant spending cuts to government operations, reductions to programs, and pausing new investments.
- For education, he continues his approach from January to shield K-14 education from ongoing programmatic reductions.
- This is accomplished by fully depleting the Proposition 98 Rainy Day Fund, increasing the size of the Proposition 98 "Funding Maneuver," and adding one-time education cuts.
- Governor Newsom's Proposition 98 "maneuver" has significant implications for future K-14 resources.

Proposition 98 Reserve

- The May Revision proposes to withdraw $5.8B from the reserve in 2023-24 and another $2.6B from the reserve in 2024-25 to address the budget deficit.
- At the end of 2024-25, the reserve balance would be zero.

Proposition 98 Minimum Guarantee

- For the Proposition 98 Minimum Guarantee, which determines the State funding for education, the Governor's proposal to not credit a $8.8B to the 2022-23 fiscal year is drawing a lot of criticism.
- The problem happened when the Internal Revenue Service delayed the tax filing deadline from the Spring to the Fall in 2022.
- The tax filing delay, together with aggressive revenue assumption by the State, resulted in the 2022 tax receipts coming in $26B lower than the Budget Act estimates.
- This translates to an $8.8B reduction in the 2022-23 Proposition 98 minimum guarantee for education.
- In other words, the State provided more funding to K-12 education and community colleges in 2022-23 than the Proposition 98 minimum guarantee formula.
- The State does not have the funding in 2022-23 to absorb the $8.8B funding to education.
- To address the State Budget problem this creates, the Newsom Administration's maneuver proposes to accrue the budget impact of the cash provided to education in 2022-23 over a period of five years in annual payments of just under $1.8B from non-Proposition 98 General Fund resources in each fiscal year beginning in 2025-26 through 2029-30.

- Under the maneuver, neither the $8.8B allocation in 2022-23 nor the future $1.8B supplemental "payments" to K-14 education are included in the calculation of the minimum guarantee funding for education.
- This maneuver excludes the $8.8B allocation in 2022-23 from the Proposition 98 base in both 2023-24 and 2024-25, which will have out-year impacts on total funding for education in the long-term.
- According to School Services of California, this maneuver would reduce Proposition 98 funding for education by $12-14B across two years, with significant implications for education funding in the out years.
- California School Boards Association, California Teachers Association, School Services of California, the Legislative Analyst Office, and others are concerned with this manipulation of the Proposition 98 obligation by the Governor.

Local Control Funding Formula (LCFF)

- On the Local Control Funding Formula, Governor Newsom is proposing a Cost-of-Living Adjustment (COLA) of 1.07% for 2024-25, which is slightly higher from the 0.76% proposed in January.
- The proposed 1.07% COLA for 2024-25 is still a significant revenue reduction for school districts from the proposed $3.94% COLA in the final 2023-24 State budget for this fiscal year.
- In addition, the Governor is proposing to use one-time funds from the State reserves to pay for this, which is a huge concern.
- This does not impact SSFUSD because we are a "Basic Aid/Community Funded" school district, which means we get the bulk of our revenue from property taxes and not from the State.

CalSTRS and CalPERS (Employee Pensions)

- On employee pension, the Governor did not provide any new funding for the California State Teachers' Retirement System (CalSTRS) or the California Public Employees' Retirement System (CalPERS) in his 2024-25 Proposed Budget.
- The employer rate for CalPERS would increase from 26.68% to 27.05% in 2024-25.
- And the employer rate for CalSTRS would remain the same from prior year at 19.10%.
- This would be an increased cost to the District.

Attendance Recovery and Instructional Continuity Proposals

- Recognizing that COVID-19 disrupted student learning, access to instructional time, and student attendance patterns, the Governor's Budget included a package of attendance recovery and instructional continuity proposals intended to:
  - Mitigate chronic absenteeism and attendance loss.
  - Provide attendance and instructional time opportunities outside

of the regular school day.
  - Facilitate continuity of learning during emergencies.
- Many of the May Revision changes to the Governor's Budget proposals are clarifying or technical changes to correct for conflicts with existing law.
- Key changes are delaying the implementation date of the attendance recovery program to 2025-26 and limiting the amount of ADA that can be generated through attendance recovery.

State Preschool and Child Care
- To help address the budget shortfall, the May Revision proposes to eliminate the planned investment of $7.9M in the General Fund in 2025-26 and $97.9M ongoing starting 2026-27 for Preschool Inclusivity intended for reimbursement rate adjustment factor costs for serving preschool children with disabilities.
- In addition, the May Revision proposes to pause on childcare slot expansion to achieve budget year savings of $489M until fiscal conditions allow for growth.
- Lastly, more than $254M previously appropriated but unallocated Inclusive Early Education Expansion Grant program funds are proposed to be reallocated to support the electric school bus grant program.

Facilities
- The May Revision brings disappointing news for facilities.
- Back in January, the Governor's budget proposed a reduction of $500M for the School Facilities Program, reducing the 2024-25 allocation to $375M.
- In the May Revision, the Governor proposes to eliminate even this reduced amount and proposes no funding for the School Facilities Program for the current or future years.

Universal Meals
- The Universal Meals program, which started in the 2022-23 school year and requires school districts to provide two free meals per school day to every student who requests it, regardless of the student's eligibility for subsidized school meals, will continue in 2024-25.
- The Governor is proposing an increase of $118.9M in the current fiscal year to cover the anticipated shortfall and a total increase of $198.9M proposed for 2024-25 to cover the COLA and growth in the number of meals served.
- He is also proposing to increase the reimbursement rate per meal slightly to $0.98.

Summary
- Again, these are still proposals by the Governor at this time.

- From here, the Legislature (State Senate and State Assembly) will work with the Governor to iron out their differences before they vote to approve the budget.
- The California Constitution requires the Legislature to send a balanced budget to the Governor by June 15 for signature.
- The final State adopted budget may look different from what is proposed by the Governor in the May Revision.
- We will see what happens when the final State budget is adopted at the end of June.

ACTION

1. ADMINISTRATION

a. Resolution No. 24-36 for Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Pride Month

Board Clerk Hsieh read the resolution.

MOTION #91 (Murray/Anthony) to adopt Resolution #24-36: In support of 2024 LGBTQ+ Pride Month. (AYES: Anthony, Hsieh, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

2. EDUCATIONAL SERVICES

a. Approval of Agreement with DocuSign for the 2024- 25 School Year

MOTION #92 (Hsieh/Murray) to approve the agreement with DocuSign, Inc. to provide secured and stored documents for the 2024-26 school years. Motion Carried. (Unanimous)

b. Approval of Skyline Middle College MOU for the 2024- 25 School Year

Trustee Richardson said this is a wonderful program and gets better.

MOTION #93 (Murray/Anthony) to approve the Skyline Middle College MOU for the 2024-25 school year, with the cost of $7,249 per student. Motion Carried on a 3-0 vote.

c. Approval of the Vista Get Ready Material for Newcomers for the 2024-25 School Year

Trustee Richardson asked if this is only for ELs or whether it can be applied for other languages as well. Assistant Superintendent Keith Irish said it is for all students who come into the District programs.

MOTION #94 (Anthony/Murray) to approve the Vista Get Ready material to improve EL instruction across secondary schools and increase the language growth of newcomers for the 2024-25 school year. Motion Carried. (Unanimous)

d. Approval of *Cengage's Grammar in Context* for Supplemental Curriculum for ELD for the 2024-25 School Year

MOTION #95 (Murray/Hsieh) to approve *Cengage's Grammar in Context* for multilingual learners as a supplemental curriculum for ELD for the 2024-25 school year. Motion Carried. (Unanimous)

e. Approval of the Look Newcomer Curriculum for the 2024-25 School Year

MOTION #96 (Murray/Anthony) to approve the Look curriculum to improve EL instruction across elementary schools and increase the language growth of newcomers for the 2024-25 school year. Motion Carried. (Unanimous)

3. HUMAN RESOURCES

a. Approval of Agreement Renewal with EveryDay Labs Attendance Software

MOTION #97 (Hsieh/Murray) to approve the renewal of an annual subscription to the EveryDay Labs Attendance Software, a web-based platform which provides real-time analysis of attendance trends and patterns at the District, school, and student levels. Motion Carried. (Unanimous)

4. BUSINESS SERVICES

a. Approval of Professional Services Agreement for Facilities Consulting Services

Trustee Richardson asked what projects Mr. Savidge works on and whether he is only involved with the bond program. Mr. O replied that Mr. Savidge works part-time, as needed, for special projects in the Facilities area.

MOTION #98 (Murray/Hsieh) to approve the 2024-25 professional services agreement, in an amount not to exceed $60,000, with K12 School Facilities consultant, William Savidge, for Facilities Consulting Services. Motion Carried. (Unanimous)

b. Approval of Agreement with Cornerstone Earth Group for Geotechnical Engineering Services for the ECHS Central Kitchen Project

Trustee Richardson asked why this was needed since the Central Kitchen refrigerator was replaced a few years ago. Bond Director, Lori Shelton, said one of the bond projects is the renovation of the Central Kitchen. Part of that project is an assessment of the foundation and the ground soil that are beneath the walk-in refrigerator, which has not been replaced, to ensure no additional structural work is needed to support what will be installed. This geotechnical firm will provide that service.

MOTION #99 (Murray/Anthony) to approve the agreement with Cornerstone Earth Group Project, in the amount of $32,250, for geotechnical engineering services for the ECHS Central Kitchen Project. Motion Carried. (Unanimous)

c. Approval of Award of Contract to EF Brett & Company for the HVAC Replacement and Reroofing Project at Baden HS

MOTION #100 (Hsieh/Murray) to approve the award of contract to EF Brett & Company, in the amount of $675,000, for the HVAC Replacement and Reroofing Project at Baden HS. Motion Carried. (Unanimous)

d. Approval of Amendment #1 to the Kitchell/CEM, Inc., Agreement for Measure T Bond Program Management Services

MOTION #101 (Murray/Hsieh) to approve amendment #1 to the agreement with Kitchell/CEM, Inc., in the amount of $1,177,537.00, for the Measure T Bond program management services. Motion Carried. (Unanimous)

e. Approval of Change Order #2 to the E. F. Brett and Co. Agreement for the HVAC Project Package B, Project #16-23

MOTION #102 (Anthony/Richardson) to approve Change Order #1 to the E. F. Brett Co. agreement, in the amount of $60,769, for the HVAC Project Package B, Project #16-23. Motion Carried. (Unanimous)

f. Approval of Award of Contract to Zone 4 Construction for Electric Vehicle Charging Stations at the District Office

MOTION #103 (Murray/Hsieh) to approve the award of contract to Zone 4 Construction, in the amount of $239,416, for the electric

vehicle charging stations at the District Office. Motion Carried. (Unanimous)

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

Dr. Hsieh asked about the timing for the a-g requirements and college readiness study session she had requested. Mr. Irish replied that the Ed. Services team is looking at an early August date for the meeting since July is difficult for their schedules due to vacations and summer school.

June 6, 2024

- Update on 2024-25 LCAP draft plan
- Presentation on 2024-25 Preliminary Budget
- Presentation on Special Education School Services Study
- Public Hearing 2024-25 LCAP draft plan
- Public Hearing 2024-25 Preliminary Budget
- Approval of updated Board Governance Handbook
- Adoption of policies for November 5 election
- Resolution calling for election of SSFUSD Board members
- Approval of Board of Trustees Compensation increase for 2024-25
- Approval of supplementary instructional materials
- Approval of the agreement with Newsela for the 2024-25 school year
- Resolution on Budgetary increases and year end transfers

June 20, 2024

- Presentation on YSB Counseling and Safe School Advocates Services and approval for 2024-25
- Presentation on SLO MOU with student data
- Presentation on Facilities Department
- Information on Daybreak Mental Health and approval of MOU
- Approval of SMCOE Induction Program agreement for 2024-25
- Approval of SMCOE Outdoor Education dates for 2024-25
- Approval of Paper Education Company agreement for 2024-25
- Approval of Local Indicators
- Approval of Scoot Education MOU
- Approval to increase facility use fees for 2024-25
- Approval to increase District rental/leasing rates for 2024-25
- Adoption of 2024-25 LCAP
- Adoption of 2024-25 Preliminary Budget
- Resolution on Education Protection Account Funds

July 18, 2024

- Presentation on Information Technology Department
- Approval of Superintendent's contract extension

- Approval for Superintendent and Board to participate in the annual CSBA Conference
- Approval for Superintendent to participate in 2024-25 conferences and seminars
- Approval of Children's Center Program annual self-evaluation reports for 2023-24
- Williams report for 4th quarter ending 6/30/24

August 15, 2024

- Introduction of Student Trustees/ASB High School Presidents
- Presentation on Summer School
- Approval of Star Vista Early Childhood Mental Health Consultation Ser. agreement for 2024-25
- Approval of San Mateo Co. 2024-25 CSPP preschool contract
- Approval of Consolidated Application and Reporting System Spring 2023 data collection
- Public Hearing and resolution for confirmation of sufficient student textbooks/instructional materials
- Resolution for Attendance Awareness Month (September)

September 12, 2024

- Teaching and learning presentation - TBD
- Presentation and approval of year end unaudited actuals
- Approval of Renaissance Learning agreement for 2024-25
- Discussion of October 24 Community Forum topic(s)
- Resolution Honoring Hispanic Heritage Month (September 15 - October 15)
- Approval of Renaissance Learning agreement renewal for 2024-25
- Resolution on GANN limit

September 26, 2024

- Teaching and learning presentation - TBD
- Approval of San Mateo Co. 2024-25 CSPP preschool contract
- Update on enrollment for the 2024-25 school year
- Update on Safe School Plans
- Resolution honoring Filipino American History Month (October)
- Approval of the Board Governance calendar for 2024-25
- Approval of SMCOE Induction Program (BTSA) agreement for services in 2024-25
- Resolution for California Week of the School Administrator (October)

October 10, 2024

- Teaching and learning presentation - TBD
- Presentation on Genentech and Science
- Presentation on Fiscal Services

- Williams report for 1st quarter ending 9/30/24
- Update on OpTerra Energy solar savings
- Resolution honoring Native American and Alaska Native Heritage Month (November)
- Approval of Local Indicators
- Approval of ESSER III Expenditure Plan for 2024-25

October 24, 2024 - *Community Forum*

- Topic(s) TBD

November 14, 2024

- Teaching and learning presentation - TBD
- Presentation on Assessment/Accountability (CAASPP, CAST)
- Approval of Star Vista Early Childhood Mental Health Consultation Ser. agreement for 2024-25
- Update on Safe School Plans
- Public Hearing on Educator Effectiveness Block Grant

December 14, 2024

- Teaching and learning presentation - TBD
- Presentation on Performance Management - CTE
- Approval of San Mateo Co. QRIS block grant for 2024-25
- Presentation and approval of First interim budget report "positive certification"
- Resolution for School Board Recognition Month
- CSBA Delegate Assembly nomination(s)
- Approval of the Effectiveness Educator Block Grant
- Approval of 2025 Summer School Program

December 17, 2024 *- Reorganization meeting*

- Resolution ratifying November 5 election
- Ceremonial Oath of Office for new Board member(s)
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- Selection of Trustees to District sub-committees/committees

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Vice President Anthony congratulated everyone on a great year and looks forward to the promotions and graduations next week.

Trustee Murray wished everyone a happy summer and thanked them for all their hard work during the year. She congratulated the graduates and students being promoted.

Trustee Hsieh wished everyone a wonderful graduation and a safe summer.

Trustee Richardson reported attending the Skyline Middle College graduation, which is a highlight of her year. Everyone was celebrated and it was a big family affair. A District student, Peyton Jackson, is the valedictorian and will attend UCLA with a double major. She will be attending the SSFHS graduation next week. She wished everyone a nice summer.

President Lujan congratulated the graduates, the staff who will be off during the summer, and the 12 month employees. “I hope the break during the summer provides you a little bit of quiet so you can catch up on those projects you've been meaning to get to.”

ADJOURNMENT – 8:20 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: June 20, 2024

RE: Approval to Change the Date of the December 2024 Board Reorganization Meeting

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BACKGROUND:

The 2024-25 Board meeting calendar was ratified on May 9, 2024. The date for the December Board reorganization meeting is currently scheduled on Tuesday, December 17, 2024. The Superintendent's office has been notified that President Daina Lujan is unable to attend this meeting due to a conflict with her full time job. During the reorganization meetings, the outgoing Board President is honored for his/her leadership for the prior year. Also, whenever a Trustee leaves their position in the SSFUSD, they are acknowledged for all their work during their tenure at this meeting. Since Trustee Lujan will be leaving the Board following the November 5, 2024 election, it would be disappointing for her fellow Board members, the Cabinet, and community to not be able to celebrate her at this meeting. I am requesting the reorganization meeting be moved to Wednesday, December 18, 2024 to accommodate Trustee Lujan's schedule.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve moving the December reorganization meeting from Tuesday, December 17, to Wednesday, December 18, so Board member Lujan can participate.

South San Francisco Unified School District
2024-25 Board of Trustees' Meeting Calendar

(Agenda items due Monday of the week prior to a meeting unless otherwise noted)

2024 Meeting Dates

July 18, 2024
(Agenda Items due July 8)

August 15, 2024
(Agenda Items due August 5)

September 12, 2024
(Agenda Items due TUESDAY September 3)

September 26, 2024
(Agenda Items due September 16)

October 10, 2024
(Agenda Items due September 30)

October 24, 2024 ***Community Forum***
(Agenda Items due TUESDAY October 15)

November 14, 2024
(Agenda Items due November 4)

December 12, 2024
(Agenda Items due December 2)

~~**December 17, 2024**~~ **December 18, 2024**
Reorganization Meeting Only

2025 Meeting Dates

January 23, 2025
(Agenda Items due January 13)

February 13, 2025
(Agenda Items due February 3)

February 27, 2025
(Agenda Items due TUESDAY February 18)

March 13, 2025
(Agenda Items due March 3)

March 27, 2025
(Agenda Items due March 17)

April 10, 2025
(Agenda Items due March 31)

April 24, 2025
(Agenda Items due April 14)

May 8, 2025
(Agenda Items due April 28)

May 22, 2025
(Agenda Items due May 12)

June 12, 2025
(Agenda Items due June 2)

June 26, 2025
(Agenda Items due June 16)

IMPORTANT DATES TO REMEMBER:
July 4, 2024 - Independence Day Holiday
August 15, 2024 - First Day of Instruction
September 2, 2024 - Labor Day Holiday
October 14, 2024 - Indigenous Peoples' Day
November 11, 2024 - Veterans Day Holiday
November 27, 2024 - School Holiday
November 28 - 29, 2024 - Thanksgiving Holidays
December 23, 2024 - School Holiday
December 24, 2024 - January 1, 2025 - Winter Break
January 2 - January 3, 2025 - School Holidays
January 20, 2025 - Dr. Martin Luther King Jr. Holiday
January 29, 2025 - School Holiday (Lunar New Year)
February 17, 2025 - Presidents Day Holiday
February 20 - February 23, 2025 - School Holidays
March 31 - April 4, 2025 - Spring Break
May 26, 2025 - Memorial Day Holiday
May 30, 2025 - Last Day of Instruction
June 19, 2024 - Juneteenth

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: June 20, 2024

RE: Approval of the Child Development Agency Annual Report for 2023-24 Program Year

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BACKGROUND:

The Child Development Program requests approval to submit the Agency Annual Report. The Child Development Program is a direct contractor to the California Department of Education, Child Development Division and the California Department of Social Services which serves students in full-day and half-day Preschool Program in SSFUSD. The program is also a subcontractor to the San Mateo County Office of Education, Child Development Department which serves students in a half-day State preschool program. The preschool programs are offered at the Children's Center, Martin ES, and Hillside Preschool.

The purpose of the Annual Report is to ensure program compliance and identify areas of curriculum focus for next year to ensure program quality. The programs are funded by the California State Department of Education, Child Development Division with Title V funds.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Agency Annual Report for submission to the Department of Education Child Development Division in order to meet end-of-the-year reporting compliance.

Fiscal Year 2023-2024

Program Self-Evaluation Survey for Child Care and Development Programs

SSFUSD

Program Self-Evaluation 2023-2024

CCD 07: **Parent Involvement and Education**

Program will continue to introduced classroom protocols, guidelines and procedures via parent orientation meetings. Beginning in September and every other month following--parents are encouraged to be in community, enjoy rich conversation and think together around important issues together at the Parent Advisory Committee. Parents are further invited to join our parent education meetings alternatively scheduled to the PAC meeting. Additionally, parent and program connection can be facilitated through Parent/Teacher conferences twice a year, parent surveys, Parent café's and other parent engagement activities.

CCD-08: **Health and Social Services**

Program will continue to follow state regulation and guidelines regarding Health and Social Services. Program will continue to use the enrollment process to identify child/ family health and social service needs, and to make referrals to the proper agencies for services. Throughout the year program will continue to share community resources and information with our enrolling parent. Additionally, the program will continue to conduct follow-ups to endure that the student and/or family needs have been met.

CCD-13: **Desired Results Developmental Profile**

Every year classroom staff observes, collects and analyze data twice a year, in intervals of 60 day periods using the DRDP assessment tool. Lead teacher evaluates and assesses children using Learning Genie and/or other alternative methods to extract data relative to the student's developmental level. The collected information is then used to write a program summary of findings and action plans.

CCD-14: **Qualified Staff and Director**

Program recruitment and hiring process is vetted and facilitated by our district's Human Resources Department. Our HR team posts program vacancies on several job search platforms, detailing the program's current positions, requirements etc. After which, interested candidates apply, test if testing is necessary, interview and receive a reference check. Then it's on to HR for fingerprinting, TB test and to complete the on-boarding packet.

Program Self-Evaluation 2023-2024

CCD-15: **Staff Development Program**

Program selects and provides staff development training opportunities to suits the needs of the staff and/or program. Training topics may be arrived at analyzing program and/or classroom data, following a program assessment or review, in response to a staff survey and or meeting, or as a district mandate. Once the staff development topic is identified we then reach out to the necessary provider or trainer: WestEd, The San Mateo County Office of Education, The SSF Fire Department, our District nurse, licensing etc.

CCD-17: 32 **Program Self Evaluation** (Program Goals)

Effective Teacher Child Interactions CLASS Assignments

According to this year's Quality Count's assessment, though scoring a tier 5, our lowest rating was in Element 4. Effective Teacher Child Interactions CLASS scoring 3 out of 5.

Action Steps:

1) Staff will be trained in CLASS 2.0
2) Staff will identify and implement effective classroom strategy to increase teacher/child interaction
3) Staff will discuss and reflect and implementation
4) Staff will refine practices as needed for quality interaction

Expected Completion Date

a) CLASS 2.0 training will be offered during program's staff development day
b) Implementation will begin mid-September

CCD-17: 32 **Program Self Evaluation** (DRDP)

COG 4- Number Sense of Math Operations

According to this year's findings a combined 34% of the students were in between Building Earlier and Building Middle or better in the area of Math and Cognition (COG). Teachers will plan and implement COG focused curriculums and strategies that are sound, and remain diligent to develop routines and appropriate classroom standards throughout the program year. Teachers will need to develop a more comprehensive curriculum in the area of Number

Program Self-Evaluation 2023-2024

Sense that encompasses the program year using sound strategies to scaffold student's development from one level to the next.

1) Identify measures in the cognition domain to identify the levels of each child in every grade.

2) Plan Curriculum that includes specific and scaffolding strategies to support each child in every grade.

3) Group children into comparable and mixed developmental groups to implement activities that facilitate their growth to the next developmental level.

4) Train staff in developmental tools and strategies that enhances understanding and implementation of teaching practices that effectively encourage optimal developmental and learning outcomes for every grade level.

a. The Pre-K CLASS- Instructional Support: concept development (as a starting point to move to a deeper level); for upper graders support with concurrent math concepts from district math Tolsa's

b. The Preschool Learning Foundations and Framework for curriculum Planning

c. ECERS- For understanding how the environment supports developmental concepts in mathematics Training in classroom strategies for math

CCD-17: 33 **Program Self Evaluation** (Parent Survey)

Although we have done quite a bit in this area, a handful of parents were still dissatisfied with the opportunities for parent involvement, during this semi-post pandemic year. Therefore, the program will utilize monthly staff meetings and monthly/bi-monthly Parent Advisory Meetings to introduce and discuss Parent Involvement opportunities and implement at least one agreed upon activity for the program year. Additionally, program will discuss, plan and facilitate one Parent Café, or parent café type gathering during the program year per site.

CCD-17: 34 **Program Self Evaluation**

The program self-evaluation was conducted with the aid of teachers, coaches, Para Professionals and administration. Parent surveys were distributed in February 2024 and analyzed in March of 2024.

Program Self-Evaluation 2023-2024

Once data was analyzed, program supervisor shared results and plan of action with staff members during the April & May curriculum meeting. Staff reviewed action plan, gave feedback and/or suggestions regarding the new action plans. Useful strategies and ideas were noted and further plans for implementation were discussed. Data was collected and analyzed for ECERS, CLASS and DRDP in the month of April and May. Administrator shared findings with teachers and coach. Action plans were discussed to close the gaps in identified areas. Program administrator will share annual report with Superintendent and Board during scheduled meeting and share time line for action plan and expected outcome in 2024-25

CCD-17: 36 **Program Self Evaluation** (DRDP)

COG 4- Number Sense of Math Operations

According to this year's findings a combined 34% of the students were in between Building Earlier and Building Middle or better in the area of Math and Cognition (COG). Teachers will plan and implement COG focused curriculums and strategies that are sound, and remain diligent to develop routines and appropriate classroom standards throughout the program year. Teachers will need to develop a more comprehensive curriculum in the area of Number Sense that encompasses the program year using sound strategies to scaffold student's development from one level to the next.

Action Steps:

1) Identify measures in the cognition domain to identify the levels of each child in every grade.

2) Plan Curriculum that includes specific and scaffolding strategies to support each child in every grade.

3) Group children into comparable and mixed developmental groups to implement activities that facilitate their growth to the next developmental level.

4) Train staff in developmental tools and strategies that enhances understanding and implementation of teaching practices that effectively encourage optimal developmental and learning outcomes for every grade level.

a. The Pre-K CLASS- Instructional Support: concept development (as a starting point to move to a deeper level); for upper graders support with concurrent math concepts from district math Tosa's

b. The Preschool Learning Foundations and Framework for curriculum Planning

c. ECERS- For understanding how the environment supports developmental concepts in mathematics Training in classroom strategies for math

CCD-17: 37 **Program Self Evaluation** (ECERS)

Subscales and Average Scores: According to this year's findings a combined 3.20 was the subscale and/or average score, in the area of Personal Care Routines. Therefore, all classroom could be more intentional in planning for and implementing proper "Handwashing" practices in 10. Meals/Snack, 12. Toileting/diapering, 13. Health practices and 14. Safety Practices.

Key Findings from Environment Rating Scale (ERS Items):

Plan to provide a more concentrated focus in the area of "Handwashing".

Action Steps: Focus on completing handwashing correctly 75% of the time by both staff and students.

a) Staff/Students will pre-rinse hands and then apply soap.
b) After which, they will lather outside of running water for 20-seconds (front, back and in between fingers
c) Students will be closely monitored to ensure proper handwashing practices are observed

Expected Completion Date and Persons Responsible:

The monitoring is to be performed daily by the classroom teachers will monthly follow up by program supervisors

Follow-Up and Reflection (Changes made, date completed, and time extended.)

Follow up scheduled monthly via administrative walk-through

Subscales and Average Scores: According to this year's findings a combined 3.25 was the subscale and/or average score, in the area of Activities. Therefore, all classroom could be more intentional in planning more strategically for 22. Block area.

Key Findings from Environment Rating Scale (ERS Items):

Plan to provide a more concentrated focus in the area "Block area".

Action Steps:

a) Program will endure that materials for the area are adequately provides
b) Staff will endure that the Block area is ample spacing for 3 children to build
c) Lead teacher will be sure that block area is not in a highly trafficked area
d) Staff will be sure that area is strategically placed ad is free from constant interruptions

CCD-23: **Annual Fiscal Audit**

Program will continue to submit to the CDE's office-- evidence of scheduled fiscal audit documentation in a timely fashion. If findings are identified through the annual audit process the program will adjust practices on the bases of corrective advice offered by program support via CDMIS, NOHO representatives, State fiscal and program analysis etc.

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: June 20, 2024

RE: Approval of the 2024-2025 CSPP Subcontractor-Assembly Bill (AB) 110 Temporary Rate Increase One-Time Fund Agreement

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BACKGROUND:

A Child Development Services agreement, between the San Mateo County Office of Education and SSFUSD has been a continual proposal. The funding is provided by the California Department of Education (CDE), Child Development Division for SSFUSD to operate the District's State Preschool Program at the Children's Center for the 2024-25 school year as a one-time agreement for the purpose of issuing the AB 110 Temporary Rate Increase Fund.

FISCAL IMPLICATIONS:

The agreement is the amount of $266,247.05. The Child Development Program will utilize these funds to maintain quality in the preschool classrooms.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the CSPP - Subcontractor-Assembly Bill (AB) 110 Temporary Rate Increase One-Time Fund Agreement for the 2024-2025 program Year.

SAN MATEO COUNTY OFFICE OF EDUCATION

Excellence and Equity in Education

Nancy Magee • County Superintendent of Schools

2024-2025 CSPP SUBCONTRACTOR –ASSEMBLY BILL (AB) 110 TEMPORARY RATE INCREASE ONE-TIME FUND AGREEMENT

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

I. PURPOSE OF AGREEMENT

THIS AGREEMENT is made on behalf of the San Mateo County Superintendent of Schools California State Preschool Program (SMCOE-CSPP) entered into by and between the **San Mateo County Superintendent of Schools** ("County Superintendent") and South San Francisco Unified School District ("Agency"), a SMCOE CSPP subcontractor, for the purpose of issuing the AB 110 Temporary Rate Increase One-Time Fund.

The County Superintendent is the lead agency and fiscal agent for the SMCOE-CSPP from California Department of Education (CDE) . The County Superintendent has received three one-time temporary rate increase fund for the purpose of implementing the provisions of Assembly Bill 110. The County Superintendent received the fund award and was directed to distribute the fund based on tiered percentiles set by CDE:

1. Reimbursement rate from the 75th percentile to the 84th percentile
2. Reimbursement rate from the 75th percentile to the 85th percentile
3. Reimbursement rate from the 84th percentile to the 87th percentile

II. TERM OF AGREEMENT

The term of this Agreement shall be for the period **July 1, 2024 through June 30, 2025** subject to the termination provisions noted in paragraph III.5.

III. COUNTY SUPERINTENDENT'S RESPONSIBILITIES

1. The County Superintendent shall issue payment to the Agency in an amount not to exceed **TWO HUNDRED SIXTY-SIX THOUSAND TWO HUNDRED FORTY-SEVEN DOLLARS AND FIVE CENTS ($266,247.05).**

2. The one-time funds will be disbursed within 30 days of receipt of the signed Agreement. The County Superintendent will inform the Agency of the reporting requirements and any additional guidance provided by the CDE concerning the use of and reporting requirements for the stipend.
3. The County Superintendent will account for the funds and activities of the AB 110 fund according to the reporting requirements decided upon by the CDE.
4. The County Superintendent shall maintain records of the sites, children and families enrolled in the CSPP programs.
5. The County Superintendent may, at any time from execution of this Agreement, terminate this Agreement, with or without cause, upon 30 days written notice specifying the effective date of such termination.
6. Payment by the County Superintendent of the AB 110 funds pursuant to this Agreement is contingent upon availability and receipt of funds from CDE. The County Superintendent may terminate the Agreement for unavailability of said funds. In this event, the County Superintendent shall inform the Agency of such funding unavailability as soon as it becomes known.

IV. AGENCY RESPONSIBILITIES

1. The Agency shall return an electronically executed original Agreement to the office of the County Superintendent by **June 22, 2024**
2. Submit a Budget Form on or before June 22, 2024 that describes how the AB 110 fund will be spent. The AB 110 Temporary Rate Increase fund can be used for any allowable expense that would be reimbursable within the existing child development contract to address county-funded program costs or to ensure the programs are able to remain open in subsequent school year. The Budget should be guided and informed by the agency's program budget allocation set at the beginning of the fiscal year. There is no deadline to spend this fund however CDE encourages to use these funds immediately to address the various workforce challenges in the program.
3. The Agency shall adhere to the Equipment Approval, Bidding and Inventory Requirements set forth in the Funding Terms and Conditions (FT&C).
4. The Agency agrees to keep accurate and complete records of all expenses incurred from this fund. As with all Federal and State funds allocated for Early Learning and Care programs, the use of these funds is subject to audit, and must be appropriately tracked by the Agency. This includes, but is not limited to, maintaining records of all purchase orders or receipts to verify appropriate use of funds.
5. The Agency will report expenses in the expense template provided by SMCOE and include all supportive expense documentation.
6. The Agency agrees to provide to the County Superintendent, to any Federal or State department having monitoring or reviewing authority, to the County Superintendent's authorized representatives and/or their appropriate audit agencies upon reasonable notice, access to and the right to examine and audit all records and documents necessary

to determine compliance with relevant Federal, State, and local statutes, rules and regulations, and this Agreement.

7. The Agency shall maintain a Certificate of Insurance to be made available upon request to the County Superintendent showing evidence of sufficient insurance coverage as will protect it while performing the services required by this Agreement.
8. Agency shall indemnify and hold harmless the County Superintendent, its officers, agents, employees and servants from any and all claims, suits or actions of every name, kind or description, in any way occasioned by or arising out of the performance of this Agreement, but only in proportion to, and to the extent, that any and all such claims, suits or actions of every name, kind or description solely result from the negligence or willful misconduct of the Superintendent, its officers, agents and/or employees.

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

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

9. Responsibility for Audit Exceptions:

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

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

   Agency agrees to correct and resolve all audit exceptions to the County Superintendent's satisfaction. Agency is aware and is hereby on notice that audit exceptions may result in the County Superintendent's liability to the State of California, among others, for part or all of the funds provided under this Agreement and so agrees to reimburse the County Superintendent the full amount of the County Superintendent's liability resulting from said audit exceptions that are attributable to the Agency.

V. OTHER TERMS OF AGREEMENT

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

VI. ADDRESSES

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

FOR THE County Superintendent	Marchelle Moten, Executive Director Early Learning Support Services San Mateo County Office of Education 101 Twin Dolphin Drive Redwood City, CA 94065 650-802-5623 650-802-5622 (fax) mmoten@smcoe.org
FOR THE Agency	Dr. Shawnterra Moore, Superintendent South San Francisco Unified School District 530 Tamarack Lane South San Francisco, CA 94080 650-877-8700 smoore@ssfusd.org

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

Dr. Shawnterra Moore, Superintendent South San Francisco Unified School District	Kevin Bultema, Deputy Superintendent Business Services Division San Mateo County Superintendent of Schools
Dated	Dated

S.C. 2024-06-06

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: June 20, 2024

RE: Approval of Star Vista Early Childhood Mental Health Consultation (ECMHC) Service agreement between Star Vista and South San Francisco Unified School District for the 2024-25 Program Year.

BACKGROUND:

A Child Development Service agreement is a collaboration between the District and the Early Childhood Mental Health Consultation (ECMHC) Program. Per the contract, Star Vista (SV), will provide enhanced on-going consultation at two SSFUSD sites during the period of this contract. ECMHC consultants will also link families with a wide range of services available to SSFUSD children and families with special needs. The contract period shall be July 1, 2024 to June 30, 2025.

FISCAL IMPLICATIONS

The agreement is in the amount of $40,000. SV will invoice SSFUSD quarterly in October, January, April, and July.

RECOMMENDATION

It is recommended that the South San Francisco Unified School Board of Trustees approve the Star Vista Early Childhood Mental Health Consultation Service agreement for the fiscal year of 2024-25.



Contract Agreement
Between of StarVista and South San Francisco Unified School District
For Early Childhood Mental Health Consultation (ECMHC) Program
2024-2025

OVERVIEW

This project is a collaboration between South San Francisco Unified School District (SSFUSD) and the Early Childhood Mental Health Consultation (ECMHC), a program of StarVista (SV), who will provide enhanced on-going consultation at three SSFUSD sites during the period of this contract. ECMHC consultants will also link families with a wide range of services available to SSFUSD children and families with special needs.

CONTRACT AMOUNT

The contract will be for the sum of **Forty thousand dollars ($40,000)** to pay for the services provided to SSFUSD. SV will invoice SSFUSD quarterly in October 2024 and January, April, and July 2025

CONTRACT PERIOD

July 1, 2024 to June 30, 2025.

SERVICES

SV will provide ECMHC consultation at three SSFUSD centers. A trained, experienced ECMH consultant will work at the sites Children's Center (8 hours per week), Hillside (4 hours p/week) and Martin Elementary Preschool (4 hours per week) approximately 16 hours per week under this contract.

SCOPE OF WORK AND OUTCOMES

The following describes the key tasks and outcomes for the proposed one-year project of mental health consultation to SSFUSD childcare centers as follows:

- Consultants will provide regular visits to SSFUSD child care sites. Schedule of meetings will be determined by center staff, ECMHC consultant and administration.
- Mental health consultants will coordinate services with any additional classroom support staff, such as coaches, special education services etc. in order to ensure effective cooperation around work with teachers.
- Children will be referred for short-term case consultation services in which they will receive observation, parent support and guidance, referrals and resources, teacher meetings and classroom support. Short-term consultation services typically last 8-12 weeks per family. Number of cases will be determined based upon needs of the programs and availability of the consultant.

- Mental health consultants and ECMHC Program Manager will meet regularly with preschool administration (Director, Site Managers, Site Supervisors) to ensure quality of program.

Outcomes:

1. Children enrolled in Children's Center, Hillside and Martin will receive improved community-based childcare, promoting enhanced well-being and functioning.

2. 85% of the childcare staff at Children's Center, Hillside and Martin will report increased knowledge, skills, and competencies and improved abilities to identify and refer at-risk children for additional services.

3. 75% of 6-8 children (or as needed) identified as at risk and provided with intensive case consultation will demonstrate improved ability to participate successfully in the childcare setting, improved functioning in identified areas of difficulty, and improved emotional well-being.

4. 80% of 6-8 families whose children (or as needed) are identified for case consultation will report improved understanding of child development and their child's behavior and report their relationship with their child has grown stronger.

5. 85% of the children at risk for expulsion from their centers will be retained.

EVALUATION

Evaluation will include the use of the following instruments. Results for children enrolled in South San Francisco Unified School District centers served through this contract will be available upon request.

- *Consultation Questionnaire* assesses overall satisfaction of directors and staff with the consultation received and the degree to which the consultant helped them to accomplish their objectives.
- *Parent Response Questionnaire* assesses parents' satisfaction with case consultation/education activities.
- *Expulsion Rates* will be tracked for those children receiving case consultation.

CHANGES

Changes to this contract to improve services and adapt to conditions and needs as they are, will be first approved by both parties in writing and noted in subsequent reports to SSFUSD.

TERMINATION/SUSPENSION

Both parties may suspend the performance of this contract in whole or in part, or terminate this contract, with or without cause, by giving thirty (30) days prior written notice thereof to each other. Upon such suspension or termination, SSFUSD shall pay SV for its services actually rendered to SSFUSD on or before the effective date of the suspension or termination.

HOLD HARMLESS

Each party to this agreement agrees to indemnify, defend and hold harmless the other, its Directors and employees against any and all demands, claims, or liability of any nature including death or injury to any person, property damage or any other loss, related to this contract caused by or arising out of actions by the party's performance of the Agreement.

This understanding will commence on the later date below and continue for a period of one year as described above.

Signed,

_____ _____

Sara Larios Mitchell, PhD
CEO
StarVista

Date

_____ _____

Eric Claybon
Child Development Program Coordinator
South San Francisco Unified School District

Date

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

Kevin Asbra, Principal, South San Francisco High School

DATE: June 20, 2024

RE: Approval of Permission for a SSFHS Staff Member to Attend the AP By the Sea Summer Institute in San Diego, CA, on June 17-20, 2024

BACKGROUND:

This workshop is designed for AP Biology teachers eager to learn about instructional strategies that will help implement the AP Biology curriculum and the curriculum framework. Included will be a discussion of the curriculum, the exam, and the laboratory investigations, and issues of equity and access in the AP classroom. SSFHS staff member Mckenna Braun requests to attend this event.

FISCAL IMPLICATIONS:

Estimated total cost of $1,160 will include the following:

- Registration $ 910
- Transportation $ 250
  (own vehicle)

Ms. Braun will stay with a family member during the workshop, so there are no costs to the District for accommodations and food.

Site discretionary funds will be used to cover the cost.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for one SSFHS staff member, Mckenna Braun, to participate in the AP By the Sea Summer Institute in San Diego, CA, on June 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

DATE: June 20, 2024

RE: Approval of Permission for Director to Attend the California MTSS Professional Learning Institute (PLI) in Anaheim, CA, on July 16-18, 2024.

BACKGROUND:

The Orange County Department of Education and the Butte County Office of Education are hosting the 6th Annual California MTSS Professional Learning Institute (PLI) on July 16-18, 2024 at the Anaheim Convention Center.

This event brings together classroom educators, administrators, school counselors, school psychologists, school-based mental health clinicians, district leaders, county offices of education leaders, higher education faculty, and community-based organizations to support the creation of inclusive and equitable learning environments. Director Marcos Garcia requests to attend this conference.

Dr. Garcia attended the conference in Summer of 2023 as it relates to literacy and systems to support multilingual students. Additionally, they will be working on using the ELL and RFEP monitoring features of Ellevation to develop meaningful connections to multi-tiered systems of support (MTSS).

FISCAL IMPLICATIONS:

Estimated total cost of $1,715 will include the following:

- Registration $ 599
- Airfare $ 249
- Hotel: $ 214 per night w/resort fees x 3 nights = $642 + tax
- Food: $ 75 per day x 3 days = $225

The cost of the conference will be covered by General Fund (Fund 01).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for Director Garcia to attend the 6th Annual California MTSS PLI in Anaheim, CA, on July 16-18, 2024.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

Kevin Asbra, Principal, South San Francisco High School

DATE: June 20, 2024

RE: Approval of Permission for a SSFHS Staff Member to Attend the OpenSciEd Curriculum Launch in Downington, PA, on August 5-8, 2024

BACKGROUND:

OpenSciEd Curriculum Launch for Teachers
Offers a comprehensive OpenSciEd curriculum launch to help teachers and educators acquire a complete understanding and practical skills for efficiently implementing the OpenSciEd curriculum in their classrooms or districts. The program is designed based on adult learning research, emphasizing a shift from teacher-led instruction to a skilled facilitator approach in professional learning. Teachers will gain hands-on experience and explore the best teaching practices focusing on student engagement. Zaldy Alima requests to attend this event in Downington, PA, on August 5-8, 2024.

FISCAL IMPLICATIONS:

The estimated total cost of **$2,540**, will include the following:

- Registration $ 850
- Hotel approx. $1,040 (4-night stay)
- Food approx. $ 300
- Transportation approx. $ 350

Genentech Funds will be used to cover all costs for this out of state travel for one SSFHS staff member.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for one SSFHS staff member, Zaldy Alima, to participate in the OpenSciEd Curriculum Launch in Downington, PA, on August 5-8, 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

DATE: June 20, 2024

RE: Approval of Permission for Two District Staff Members to attend the Project Lead the Way (PLTW) Summit on October 3-5, 2024 in San Diego, CA

BACKGROUND:

Jason Brockmeyer, Director of Innovations, and Jennifer Rockett, CTE Coordinator, request to attend the 2024 Project Lead the Way Summit, on October 3-5, 2024, in San Diego, CA. During the event, participants will explore SSFUSD's PreK-12 STEM programs, discover how to improve student outcomes, and create connections that can help the District's programs thrive.

FISCAL IMPLICATIONS:

Estimated total cost of $4,022 for two attendees will include the following:

- Registration $ 745 x 2 = $1,490
- Airfare $ 249 x 3 = $ 498
- Hotel: $ 214 per night x 3 nights x 2 = $1,284 + tax
- Food: $ 75 per day x 3 days x 2 = $450
- Ground transportation $150 x 2 = $300

The PLTW grant will cover all costs to two staff members to attend.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for two district staff members (Mr. Brockmeyer and Ms. Rockett) to attend the 2024 Project Lead the Way Summit in Dan Diego, CA, on October 3-5, 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

Sabrina Yacoub, Director, Special Education

DATE: June 20, 2024

RE: Approval of Permission for Special Education Administrative Assistant to Attend the Special Education Information System (SEIS) CodeStack Conference in Anaheim, CA, on October 9-11, 2024.

BACKGROUND:

SSFUSD uses SEIS as the Special Education student information system. It is integrated to work with Infinite Campus (IC) and is used to support our Special Education and CALPADS reporting. SEIS was developed and is operated by the San Joaquin County Office of Education. CodeStack is a technology department of the San Joaquin County Office of Education and the developers of SEIS, EDJOIN, and BeyondSST. This conference is held annually with over 1000 educators, admins., and education professionals attending to develop their professional skills, learn more about using the SEIS systems and CALPADs reporting, and get a sneak peek at upcoming features.

This year's CodeStack Conference is titled, "Together we shape the future." It takes place October 9-11, 2024 in Anaheim, California. The link to their conference and more information can be found here: https://csconf.org/home.

FISCAL IMPLICATIONS:

Estimated total cost of $2,125 will include the following:

- Registration: $ 800
- Airfare: $ 200

- Hotel: $ 300 per night x 3 nights = $900
- Food: $ 75 per day x 3 days = $225

The cost of the conference will be covered by the Special Education General Education Fund.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees grant permission for a Special Education Administrative Assistant in charge of SEIS and CALPADS the Special Education Information System (SEIS) CodeStack Conference in Anaheim, CA, on October 9-11, 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

Kathie Nguyen, Principal, Parkway Heights Middle School

DATE: June 20, 2024

RE: Approval of Permission for Parkway Heights MS ASB Leadership to Attend “Disney’s Youth Education Program” in Anaheim, CA, on November 6-9, 2024

BACKGROUND:

The purpose of this trip is for Parkway Heights MS Leadership students to participate in "Disney’s Youth Education Program” at Disneyland Park. The trip will take place November 6 through November 9, 2024. 30 students, 9 males and 21 females, and 3 staff members, Vincent Salumbides, Deanna Moreno, and Alma Martinez, along with 2 parent chaperones, will be transported to and from PHMS by chartered bus. Staff, chaperones, and students will stay at the Del Sol Inn, 1604 South Harbor, in Anaheim.

FISCAL IMPLICATIONS:

The cost of the trip will be covered by fundraising, school ASB funds, and student participants. No ASB 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 Parkway Heights MS ASB students to attend “Disney’s Youth Education Program” at the Disneyland Parks in Anaheim, CA, on November 6-9, 2024.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

ADMINISTRATIVE APPOINTMENT 2024-2025

Cappels, Jimmy, will be placed at the Westborough Middle School as the Assistant Principal on a Probationary contract effective July 1, 2024

CERTIFICATED CONTRACT 2024-2025

Cabanero, Janelle-Victoria, will be placed at Parkway Heights Middle School on a Probationary contract effective August 12, 2024. Salary placement C – 3

McCaffery, Elizabeth, will be placed at Westborough Middle School on a Probationary contract effective August 12, 2024. Salary placement C – 1

Shitamoto, Robert, will be placed at Westborough Middle School on a Probationary contract effective August 12, 2024. Salary placement C – 1

Squire, Mark, will be placed at Westborough Middle School on a Probationary contract effective August 12, 2024. Salary placement F – 7

Garcia, Analicia, will be placed at Alta Loma Middle School on a Probationary contract effective August 12, 2024. Salary placement C – 1

Lopez Rojas, Jhonatan Stiven, will be placed at Alta Loma Middle School on a Temporary contract effective August 12, 2024. Salary placement C – 1

Campos, Ariane, will be placed at Los Cerritos Elementary School on a Temporary contract effective August 12, 2024. Salary placement C – 1

RESIGNATION

Sands, Gena, a counselor at El Camino High School effective May 31, 2024

Tullio, Victoria, a teacher at South San Francisco High School effective June 28, 2024

Currier, Monyca, a teacher at Monte Verde Elementary School effective June 30, 2024

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

RETIREMENT

Allen-Cantley, Nalani, Senior Executive Assistant, District Office, 7.5 hours per day, Range 2C, Step 5, effective July 31, 2024.

~~**Cabanas, Jaqueline,** Early Child Development Coach, Children's Center, 6.5 hours per day, Range 41 A, Step 5, effective June 1, 2024.~~

Cabanas, Jaqueline, Early Child Development Coach, Children's Center, 6.5 hours per day, Range 41 A, Step 5, effective June 15, 2024.

RESIGNATION

Works, Evelyn, Paraprofessional I – Special Education, Spruce Elementary School, 6.0 hours per day, Range 26, Step 5, effective May 30, 2024.

Zoph, Michael, Grounds Maintenance Worker, District Office, 8.0 hours per day, Range 38, Step 4, effective May 30, 2024.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: June 20, 2024

RE: Purchase Order Listing - April 1 - 30, 2024

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed between April 1 - 30, 2024 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
242844	ACSA'S FOUNDATION FOR EDUCATIO	ACSA Summer Leadership Institute	01-3010-0-1110-1000-5210-013-301	2,100.00
242832	AMAZON CAPITAL SERVICES	CTE Culinary Catering Order HS	01-6387-0-3800-1000-4320-090-394	916.67
242832	AMAZON CAPITAL SERVICES	CTE Culinary Catering Order HS	01-6387-0-3800-1000-4320-090-CIG	0.00
242711	AMAZON.COM	Tech Repair Parts	01-0000-0-0000-2424-4320-090-735	1,199.31
242712	AMAZON.COM	Adapters	01-0000-0-0000-2424-4320-090-735	41.15
242780	AMAZON.COM	MacBook Accessories for Techs	01-0000-0-0000-2424-4320-090-735	1,176.96
242799	AMAZON.COM	Tools	01-0000-0-0000-2424-4320-090-735	81.81
242801	AMAZON.COM	Tech Docking Stations	01-0000-0-0000-2424-4320-090-735	324.28
242872	AMAZON.COM	MacBook Cases	01-0000-0-0000-2424-4320-090-735	235.66
242896	AMAZON.COM	Document Scanner	01-0000-0-0000-2424-4320-090-735	362.58
242899	AMAZON.COM	Tools	01-0000-0-0000-2424-4320-090-735	21.74
242831	AMAZON.COM	Keychains	01-0000-0-0000-7150-4320-090-714	18.66
242794	AMAZON.COM	Scanner	01-0000-0-0000-7350-4320-090-717	46.34
242794	AMAZON.COM	Scanner	01-0000-0-0000-7350-4420-090-717	529.45
242756	AMAZON.COM	Office Supplies	01-0000-0-0000-7400-4320-090-715	80.40
242874	AMAZON.COM	Cardstock Paper	01-0000-0-0000-7550-4320-090-718	171.64
242705	AMAZON.COM	Office Supplies	01-0000-0-1110-1000-4320-006-070	4,475.58
242830	AMAZON.COM	EL Classroom Supplies	01-0000-0-1110-1000-4320-013-070	342.11
242851	AMAZON.COM	Classroom and Office Supplies	01-0000-0-1110-1000-4320-021-070	251.57
242802	AMAZON.COM	Certificate Folios	01-0000-0-1110-1000-4320-025-070	166.92
242700	AMAZON.COM	Games for Library	01-0000-0-1110-2421-4320-032-451	415.31
242746	AMAZON.COM	Supplies	01-0000-0-3200-1000-4320-031-070	1,617.83
242830	AMAZON.COM	EL Classroom Supplies	01-0801-0-1110-1000-4200-013-123	260.89
242709	AMAZON.COM	DELD Supplies & School Supplies	01-0801-0-1110-1000-4320-013-123	207.59
242830	AMAZON.COM	EL Classroom Supplies	01-0801-0-1110-1000-4320-013-123	44.39
242704	AMAZON.COM	Classroom Supplies	01-0801-0-1110-1000-4320-013-180	99.36
242709	AMAZON.COM	DELD Supplies & School Supplies	01-0801-0-1110-1000-4320-013-180	244.56
242823	AMAZON.COM	Earphones - 500 Bulk	01-0801-0-1110-1000-4320-025-123	197.72
242906	AMAZON.COM	EL Soccer	01-0801-0-1110-1000-4320-033-123	2,636.79
242767	AMAZON.COM	Toner	01-0801-0-1110-1000-4320-033-180	468.60
242707	AMAZON.COM	Books for Students	01-3010-0-1110-1000-4200-008-301	126.32
242704	AMAZON.COM	Classroom Supplies	01-3010-0-1110-1000-4200-013-301	31.06
242706	AMAZON.COM	Instructional Supplies	01-3010-0-1110-1000-4320-007-301	456.28
242701	AMAZON.COM	Playground Balls	01-3010-0-1110-1000-4320-008-301	337.87
242704	AMAZON.COM	Classroom Supplies	01-3010-0-1110-1000-4320-013-301	1,214.17
242708	AMAZON.COM	Testing Supplies	01-3010-0-1110-1000-4320-022-301	820.76
242710	AMAZON.COM	Science Supplies	01-3010-0-1110-1000-4320-022-301	709.00
242830	AMAZON.COM	EL Classroom Supplies	01-3214-0-1110-1000-4200-013-339	118.13
242704	AMAZON.COM	Classroom Supplies	01-3214-0-1110-1000-4320-013-339	77.97

P.O.	Vendor	Description	Account	Amount
242851	AMAZON.COM	Classroom and Office Supplies	01-3218-0-1110-1000-4200-021-439	1,111.50
242827	AMAZON.COM	Supplies for Photo Enhancement Class	01-3218-0-1110-1000-4320-021-439	417.43
242879	AMAZON.COM	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	180.68
242882	AMAZON.COM	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	35.09
242886	AMAZON.COM	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	415.45
242889	AMAZON.COM	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	35.09
242797	AMAZON.COM	Office Supplies	01-6500-0-5760-1190-4320-090-245	1,056.51
242853	AMAZON.COM	Meeting Supplies	01-6500-0-5760-1190-4320-090-245	445.97
242856	AMAZON.COM	Student Supplies	01-6500-0-5760-1190-4320-090-245	48.32
242864	AMAZON.COM	Classroom Material	01-6500-0-5760-1190-4320-090-245	20.72
242865	AMAZON.COM	EOMY Meeting Supplies	01-6500-0-5760-1190-4320-090-245	66.58
242753	AMAZON.COM	Self Adhesive Coat Hooks	01-7032-0-0000-3700-4320-090-820	17.56
242713	AMAZON.COM	Maintenance Supplies	01-8150-0-0000-8110-4320-090-741	43.86
242791	AMAZON.COM	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	318.63
242849	AMAZON.COM	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	106.51
242888	AMAZON.COM	Helix Cup Challenge 4 MS	01-9010-0-1110-1000-4320-090-055	93.63
242796	AMAZON.COM	Teacher Appr.	01-9010-0-1110-1000-5810-014-356	403.17
242863	AMAZON.COM	Tx Class Materials	01-9010-0-5760-1190-4320-090-350	416.66
242902	AMAZON.COM	Appreciation Gifts	01-9123-0-1110-1000-4320-033-356	41.23
242895	AMS.NET INC	Cisco ISR-Labor	01-0000-0-0000-2424-5899-090-735	216.00
242829	APPLE COMPUTER INC	Macbooks	01-0000-0-0000-2424-4420-090-735	13,128.91
242822	APPLE COMPUTER INC	Apple TVs	01-0000-0-1110-1000-4320-021-070	1,541.71
242730	APPLE COMPUTER INC	iPad, Case & Apple Pencil (1)	01-0000-0-1110-1000-4420-025-070	729.01
242843	APPLE COMPUTER INC	iPad, Case & Apple Pencil (2)-EL	01-0801-0-1110-1000-4420-025-123	1,458.03
242873	APPLE COMPUTER INC	Charging Adapters	01-6500-0-5760-1190-4320-090-245	107.68
242781	BAY AREA BIOSCIENCE EDUCATION	Biotech Supplies SSFHS	01-9010-0-1110-1000-4320-090-360	87.90
242903	BEST BUY CO INC	Tablet w/Marker	01-0000-0-0000-2424-4320-090-735	493.34
242790	BSN SPORTS INC	Women's Soccer Uniform	01-0000-0-1203-1000-5810-033-070	4,384.00
242728	BSN SPORTS LLC	Soccer Goals	01-0000-0-1110-1000-4320-013-070	1,172.82
242805	CALIFORNIA SCHOOL-BASED	2024 School Health Conference	01-0801-0-1110-1000-5210-090-401	3,600.00
242821	CDW GOVERNMENT INC	TVs and Mounts	01-0000-0-1110-1000-4420-021-070	2,520.12
242773	CDW GOVERNMENT INC	Projector	01-0801-0-1110-1000-4420-009-180	609.81
242875	CDW GOVERNMENT INC	TV - Replacement	01-3010-0-1110-1000-4420-007-301	796.97
242788	CENTER FOR THE COLLABORATIVE	SIPPS Materials	01-0801-0-1110-1000-4320-090-172	7,608.84
242842	CENTER FOR THE COLLABORATIVE	Decodable Book Set	01-3010-0-1110-1000-4200-007-301	943.00
242774	CLEARLITE TROPHIES	Plaque-Wrestling	01-0000-0-1202-1000-5810-033-070	61.53
242731	COIT DRAPERY & CARPET CLEANERS	Drapery Care	01-0000-0-0000-8200-5899-025-759	1,495.00
242905	CORODATA SHREDDING INC.	File Boxes Destruction	01-0000-0-0000-8200-5899-090-760	176.70
242743	CURRICULUM ASSOCIATES LLC	Comprehension Books	01-0801-0-1110-1000-4320-009-180	515.49

P.O.	Vendor	Description	Account	Amount
242848	DECKER EQUIPMENT	Stacking Chair Dolly (x2)	01-0000-0-0000-8200-4320-025-759	610.78
242776	DELL MARKETING L.P.	Chromebook - RSP	01-0801-0-1110-1000-4320-009-180	1,648.64
242749	DELL MARKETING LP	OptiPlex All-in-One (7420) x 2	01-0000-0-1110-1000-4420-025-070	3,367.42
242850	DELL MARKETING LP	Devices for Computer Lab	01-0000-0-1110-1000-4420-090-762	54,953.33
242751	DELL MARKETING LP	Desktop Computer	01-8150-0-0000-8110-4420-090-741	1,688.71
242752	DELL MARKETING LP	Laptops	01-8150-0-0000-8110-4420-090-741	3,581.99
242894	DELL MARKETING LP	Monitors	01-9010-0-5760-1190-4420-090-350	3,081.78
242810	DEMCO INC.	Bookshelf Dividers, Headphones & Tape	01-0000-0-1110-2421-4320-025-451	270.91
242740	DICKINSON, WADE E.	Engraved Awards - ALMS	01-0000-0-1110-1000-5810-021-070	1,354.76
242736	DISCOUNT SCHOOL SUPPLY	Supplies	01-9010-0-1110-1000-4320-002-356	131.40
242744	EAI EDUCATION, ERIC ARMIN INC	Clean Wipe Cloths/Whiteboards	01-0801-0-1110-1000-4320-009-180	889.11
242792	EAI EDUCATION, ERIC ARMIN INC	CTE Computer Class	01-6387-0-3800-1000-4320-090-394	1,411.78
242792	EAI EDUCATION, ERIC ARMIN INC	CTE Computer Class	01-6387-0-3800-1000-4320-090-CIG	0.00
242769	ETA HAND2MIND	Phonics Sets	01-3010-0-1110-1000-4200-007-301	2,746.85
242739	FLINN SCIENTIFIC INC.	Science Supplies	01-3010-0-1110-1000-4320-022-301	908.79
242733	FOLLETT CONTENT SOLUTIONS	Library Books	01-9010-0-1110-1000-4200-002-356	1,241.22
242734	FOLLETT CONTENT SOLUTIONS	Library Books	01-9010-0-1110-1000-4200-002-356	174.76
242807	FOLLETT SCHOOL SOLUTIONS INC	Destiny Library/Textbook Mngr-Hosted Service Renewal 24-25	01-0000-0-0000-0000-9330-000	19,815.66
242811	FOLLETT SCHOOL SOLUTIONS INC	Library Books/Novels	01-0000-0-1110-2421-4200-025-451	698.26
242811	FOLLETT SCHOOL SOLUTIONS INC	Library Books/Novels	01-9010-0-1110-1000-4200-025-356	800.00
242741	GLOWFORGE INC.	Laser Cutter/Printer	01-9010-0-1110-1000-4420-022-431	4,938.88
242812	GOPHER SPORTS	Pedometers (2 Sets)	01-0000-0-1110-1000-4320-025-322	1,082.65
242762	GUITAR CENTER	Keyboard Flight Case for Band	01-3218-0-1110-1000-4320-032-439	439.49
242771	HALF-PINT KIDS INC.	Beginner Book Sets	01-3010-0-1110-1000-4200-007-301	1,380.96
242876	HALL, PATRICIA	Swim Safety Training	01-0000-0-0000-2140-5801-090-762	860.00
242742	HEGGERTY PHONEMIC AWARENESS	Phonic Decodable Readers	01-0801-0-1110-1000-4200-009-180	1,128.06
242841	HEGGERTY PHONEMIC AWARENESS	Heggerty Kinder Books	01-3010-0-1110-1000-4200-007-301	792.12
242760	HEINEMANN	Classroom Libraries	01-0801-0-1110-1000-4200-007-123	10,833.19
242760	HEINEMANN	Classroom Libraries	01-3010-0-1110-1000-4200-007-301	12,213.71
242760	HEINEMANN	Classroom Libraries	01-3214-0-1110-1000-4200-007-339	4,825.32
242732	HEINEMANN	3rd Grade Books	01-9010-0-1110-1000-4200-002-356	2,192.88
242748	HERFF JONES LLC	Diplomas	01-0000-0-3200-1000-4320-031-070	704.57
242901	HILLYARD INC	Warehouse Inventory Restock - Gloves	01-0000-0-0000-0000-9320-000	1,920.62
242726	HOME DEPOT PRO, THE	Extension Ladder	01-0000-0-1110-1000-4420-032-070	690.01
242858	HOMETOWN MEDICAL	Vest	01-6500-0-5760-1190-4320-090-215	379.07
242859	HOMETOWN MEDICAL	Replacement Parts for Stander	01-6500-0-5760-1190-4320-090-215	656.37
242860	HOMETOWN MEDICAL	Replacement Parts for Stander	01-6500-0-5760-1190-4320-090-215	598.60
242813	IDENTISYS INCORPORATED	ID Printer Ribbon	01-0000-0-0000-7400-4320-090-715	105.00
242813	IDENTISYS INCORPORATED	ID Printer Ribbon	01-0000-0-0000-7400-4320-090-716	105.01

P.O.	Vendor	Description	Account	Amount
242862	JEL SALES & MARKETING LLC	Books	01-6500-0-5760-1190-4200-090-245	578.63
242846	KELLY SPICERS INC.	Copy Paper	01-0801-0-1110-1000-4320-013-180	920.30
242772	LAKESHORE	Bookcases and Bins	01-3010-0-1110-1000-4320-007-301	2,772.16
242772	LAKESHORE	Bookcases and Bins	01-3010-0-1110-1000-4420-007-301	5,087.54
242877	LAKESHORE LEARNING	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	521.78
242878	LAKESHORE LEARNING	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	445.49
242880	LAKESHORE LEARNING	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	363.13
242881	LAKESHORE LEARNING	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	532.24
242884	LAKESHORE LEARNING	UTK Classroom Supplies	01-6053-0-1110-1000-4320-090-841	549.88
242758	MAINTEX INC.	Warehouse Inventory - #008529	01-0000-0-0000-0000-9320-000	3,319.85
242840	MARENEM INC.	EL Classroom Materials	01-0801-0-1110-1000-4200-013-123	1,095.02
242766	METEOR EDUCATION LLC	Graduation Chairs	01-0801-0-1110-1000-4320-033-180	19,847.43
242818	MOTIS LLC	Graduation Ramps	01-8150-0-0000-8110-4420-090-741	4,724.60
242887	NCUA BASEBALL	Baseball Umpires	01-9111-0-1203-1000-5899-033-356	400.00
242789	NEFF COMPANY	Stars	01-0000-0-1202-1000-4320-033-070	946.03
242826	NOVAK EDUCATIONAL	Empowering Educators w/ UDL 24-25'	01-0000-0-1110-1000-5899-025-070	2,500.00
242828	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-7150-4320-090-714	296.43
242870	OFFICE DEPOT INC	Office Supplies	01-0000-0-0000-8200-4320-090-760	194.50
242714	OFFICE DEPOT INC	Office Supplies	01-0000-0-1110-1000-4320-008-070	1,050.99
242793	OFFICE DEPOT INC	Office Supplies	01-0000-0-1110-1000-4320-008-070	61.26
242755	OFFICE DEPOT INC	Supplies	01-0000-0-1110-1000-4320-009-070	4,183.37
242795	OFFICE DEPOT INC	Supplies - End of Year	01-0000-0-1110-1000-4320-025-070	1,946.68
242852	OFFICE DEPOT INC	Supplies (EL)	01-0000-0-1110-1000-4320-025-070	265.00
242893	OFFICE DEPOT INC	Toner & Glue Sticks	01-0000-0-1110-1000-4320-025-070	1,916.05
242716	OFFICE DEPOT INC	DELD Supplies & Classroom Supplies	01-0801-0-1110-1000-4320-013-123	373.43
242716	OFFICE DEPOT INC	DELD Supplies & Classroom Supplies	01-0801-0-1110-1000-4320-013-180	306.74
242852	OFFICE DEPOT INC	Supplies (EL)	01-0801-0-1110-1000-4320-025-123	1,780.32
242717	OFFICE DEPOT INC	Classroom Supplies	01-3010-0-1110-1000-4320-007-301	167.92
242718	OFFICE DEPOT INC	Classroom Supplies	01-3010-0-1110-1000-4320-007-301	170.39
242719	OFFICE DEPOT INC	Classroom Supplies	01-3010-0-1110-1000-4320-007-301	204.36
242757	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7400-4320-090-715	76.28
242757	OFFICE DEPOT/BUSINESS SERVICE	Office Supplies	01-0000-0-0000-7400-4322-090-715	59.36
242820	OFFICE DEPOT/BUSINESS SERVICE	Supply Closet	01-0000-0-1110-1000-4320-021-070	3,889.20
242839	OKAPI EDUCATIONAL PUBLISHING	Phonics Decodable Books	01-3010-0-1110-1000-4200-007-301	2,212.89
242727	ORIENTAL TRADING CO	5th Grade Supplies	01-9010-0-1110-1000-4320-002-356	484.02
242782	PENGUIN RANDOM HOUSE LLC	Phonic Readers	01-0801-0-1110-1000-4320-009-180	1,892.04
242885	PHOENIX HOLIDAY	Charter Bus_CTE	01-6387-0-3800-1000-5821-033-CIG	1,265.00
242866	PHONAK HEARING SYSTEMS	Receivers	01-6500-0-5760-1190-4420-090-215	1,912.69
242861	PRENTKE ROMICH CO	Equipment	01-6500-0-5760-1190-4320-090-215	229.64

P.O.	Vendor	Description	Account	Amount
242768	PROJECT LEAD THE WAY INC.	PLTW App Creators Core Training WMS	01-6387-0-3800-1000-5210-090-CIG	1,200.00
242854	PROJECT LEAD THE WAY INC.	PLTW Training	01-6387-0-3800-1000-5210-090-CIG	500.00
242855	PROJECT LEAD THE WAY INC.	PLTW Training Automation ALMS	01-6387-0-3800-1000-5210-090-CIG	1,200.00
242777	REALLY GOOD STUFF	Test Dividers	01-0801-0-1110-1000-4320-009-180	219.71
242735	REDWOOD GLEN	Student Field Trip - Green Team	01-3010-0-1110-1000-5815-022-301	3,899.31
242847	RIDDELL/ALL AMERICAN SPORTS	Football	01-9119-0-1110-1000-5810-033-356	1,328.44
242897	ROYAL PIN DONUTS	Meeting-Food	01-6387-0-3800-1000-4322-090-CIG	163.70
242737	SAN FRANCISCO RECREATION	Field Trip	01-3218-0-1110-1000-5815-025-439	764.00
242738	SAN FRANCISCO RECREATION	Field Trip	01-3218-0-1110-1000-5815-025-439	540.00
242761	SAN MATEO UNION HIGH DISTRICT	ODE Transportation	01-0000-0-1110-1000-5821-090-764	2,000.00
242729	SAN MATEO UNION HIGH DISTRICT	Transportation for Field Trips	01-3010-0-1110-1000-5815-008-301	5,000.00
242761	SAN MATEO UNION HIGH DISTRICT	ODE Transportation	01-9010-0-1110-1000-5821-002-356	2,430.90
242871	SCANNING PENS INC	Reading Pen	01-9010-0-5760-1190-4320-090-350	324.13
242845	SCHOLASTIC INC	Book Fiesta! Dia De Los Ninos Books - Martin	01-0000-0-1110-1000-4320-090-762	837.53
242770	SCHOLASTIC INC	Phonics Books Sets	01-3010-0-1110-1000-4200-007-301	366.43
242806	SCHOOL OUTFITTERS	Convertible Bench Cafeteria Tables	01-0000-0-1110-1000-4420-025-070	9,348.99
242838	SCHOOL SPECIALTY	EL Classroom Supplies	01-0801-0-1110-1000-4320-013-123	473.76
242779	SCHOOL SPECIALTY LLC	P.E. Supplies & Whiteboards	01-0801-0-1110-1000-4320-009-180	1,866.14
242764	SCS SIGN COMPANY	EOY Student Medals	01-3010-0-1110-1000-5810-022-301	484.01
242824	SILICON VALLEY	Volleyball Officials-23470	01-0000-0-1202-1000-5899-033-070	346.00
242825	SILICON VALLEY	Softball Officials-23490	01-0000-0-1202-1000-5899-033-070	552.00
242765	STAGEDROP LLC	Stage Skirt	01-0801-0-1110-1000-4320-033-180	277.84
242819	STANFORD GRADUATE SCHOOL OF ED	Online Number Sense Workshop	01-0000-0-1110-1000-5210-012-070	500.00
242890	STAPLES ADVANTAGE	Office Supplies	01-0000-0-0000-7350-4320-090-717	52.95
242837	STAPLES ADVANTAGE	School Supplies	01-0000-0-1110-1000-4320-013-070	208.74
242837	STAPLES ADVANTAGE	School Supplies	01-0801-0-1110-1000-4320-013-123	122.04
242837	STAPLES ADVANTAGE	School Supplies	01-0801-0-1110-1000-4320-013-180	383.77
242898	SUPPLYHOUSE LLC	Item for ECHS Pool	01-8150-0-0000-8110-4320-090-741	1,193.80
242836	TEACHERS PAY TEACHERS	EL School Supplies	01-0801-0-1110-1000-4320-013-123	242.82
242747	TOTAL COMPENSATION SYSTEM INC	GASB 74/75 Actuarial Study Rep	01-0000-0-0000-7600-5899-090-810	13,500.00
242803	TROPHY GUY & APPAREL, THE	Plaques - Estimate 1001	01-9012-0-1110-1000-5810-025-356	928.44
242804	TUFF SHED	Storage Shed - Custodial Equipment	01-0000-0-0000-8200-4420-025-759	7,227.59
242778	TUFF SHED	Shed	01-0000-0-1110-1000-4420-009-070	4,543.34
242754	ULINE	Outdoor Tables	01-0000-0-1110-1000-4420-009-070	15,962.65
242835	UNITED COACH TOURS	Photo Field Trip	01-3550-0-3800-1000-5821-032-333	1,175.00
242775	UNITED COACH TOURS	CTE-Charter Bus-Culinary Arts	01-6387-0-3800-1000-5821-033-CIG	1,402.00
242900	VERITIV OPERATING COMPANY	Warehouse Inventory Restock - Vacuum Belts #008035	01-0000-0-0000-0000-9320-000	223.32
242834	VOYAGER SOPRIS LEARNING INC.	EL Writing Resources	01-0801-0-1110-1000-4320-013-123	1,556.70
242763	WENGER CORP	Chair Move and Store Cart	01-3218-0-1110-1000-4420-032-439	2,583.08

P.O.	Vendor	Description	Account	Amount
242817	WOODWIND & BRASSWIND	Music Supplies	01-0000-0-1227-1000-4320-025-322	1,349.53
242833	WOODWIND & BRASSWIND	Instruments & Supplies for Band	01-0801-0-1110-1000-4320-032-180	392.50
242833	WOODWIND & BRASSWIND	Instruments & Supplies for Band	01-3218-0-1110-1000-4320-032-439	1,360.26
242833	WOODWIND & BRASSWIND	Instruments & Supplies for Band	01-3218-0-1110-1000-4420-032-439	3,230.33
	TOTAL FUND 01			**376,575.93**
242750	COMPREHENSIVE ADULT STUDENT	CASAS Summer Institute	11-6391-0-4110-1000-5210-041-481	550.00
242883	OFFICE DEPOT INC	Summer Office Supplies	11-6391-0-4110-2490-4320-041-481	250.05
	TOTAL FUND 11			**800.05**
242703	AMAZON.COM	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	263.91
242702	AMAZON.COM	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	525.34
242798	AMAZON.COM	Support Supplies	12-9010-0-8533-1000-4320-045-833	38.05
242798	AMAZON.COM	Support Supplies	12-9302-0-8510-1000-4320-005-LIFT	38.07
242857	CDW GOVERNMENT INC	Classrooms TVs	12-6105-0-8510-1000-4420-045-830	1,426.41
242857	CDW GOVERNMENT INC	Classrooms TVs	12-6105-0-8535-1000-4420-045-835	1,426.41
242857	CDW GOVERNMENT INC	Classrooms TVs	12-9010-0-8533-1000-4420-045-833	1,426.39
242720	LAKESHORE	Classroom Supplies	12-6105-0-8510-1000-4200-045-830	340.77
242720	LAKESHORE	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	759.73
242723	LAKESHORE	Classroom Supplies	12-6105-0-8510-1000-4320-045-830	758.72
242787	LAKESHORE	Classroom Furniture	12-6105-0-8510-1000-4320-045-830	1,299.04
242787	LAKESHORE	Classroom Furniture	12-6105-0-8510-1000-4420-045-830	1,511.44
242721	LAKESHORE	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	1,324.30
242724	LAKESHORE	Classroom Supplies	12-6105-0-8535-1000-4320-045-835	710.08
242783	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4320-045-835	3,732.39
242785	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4320-045-835	4,072.59
242786	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4320-045-835	1,612.68
242808	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4320-045-835	114.81
242809	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4320-045-835	343.41
242815	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4320-045-835	955.00
242816	LAKESHORE	Classrooms/Site Supplies	12-6105-0-8535-1000-4320-045-835	3,115.04
242785	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4420-045-835	520.86
242786	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4420-045-835	3,002.01
242808	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4420-045-835	4,774.39
242809	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4420-045-835	2,907.01
242815	LAKESHORE	Classroom Furniture	12-6105-0-8535-1000-4420-045-835	1,386.18
242722	LAKESHORE	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	1,278.44
242725	LAKESHORE	Classroom Supplies	12-9010-0-8533-1000-4320-045-833	577.18
242784	LAKESHORE	Classroom Furniture	12-9010-0-8533-1000-4320-045-833	1,604.28
242814	LAKESHORE	Classroom Furniture	12-9010-0-8533-1000-4320-045-833	3,690.74
242816	LAKESHORE	Classrooms/Site Supplies	12-9010-0-8533-1000-4320-045-833	3,115.07

P.O.	Vendor	Description	Account	Amount
242722	LAKESHORE	Classroom Supplies	12-9010-0-8533-1000-4420-045-833	3,130.39
242784	LAKESHORE	Classroom Furniture	12-9010-0-8533-1000-4420-045-833	2,648.16
242814	LAKESHORE	Classroom Furniture	12-9010-0-8533-1000-4420-045-833	2,012.47
242722	LAKESHORE	Classroom Supplies	12-9302-0-8510-1000-4320-005-LIFT	1,278.65
242722	LAKESHORE	Classroom Supplies	12-9302-0-8510-1000-4420-005-LIFT	3,130.40
242715	OFFICE DEPOT INC	Supplies	12-9010-0-8533-1000-4320-045-833	153.23
242715	OFFICE DEPOT INC	Supplies	12-9302-0-8510-1000-4320-005-LIFT	153.24
	TOTAL FUND 12			**61,157.28**
242800	AMAZON.COM	Veg and Fish Stickers	13-5310-0-0000-3700-4320-090-820	381.35
242868	AMAZON.COM	Pumpkin Seeds	13-5310-0-0000-3700-4700-090-820	69.25
242869	GRAINGER (BRANCH 729)	Straps Blades and Tape for Warehouse	13-5310-0-0000-3700-4320-090-820	436.70
242867	IFIGOURMET WEST LLC	Food for Golden Apple Reception	13-5310-0-0000-3700-4700-090-820	900.00
	TOTAL FUND 13			**1,787.30**
242745	ATLAS TECHNICAL	Geotechnical Services at Westborough MS	21-9010-0-0000-8500-6255-025-960	20,000.00
242904	CAPITAL ENGINEERING	Commissioning Services for HVAC Package A Projects	21-9010-0-0000-8500-6290-009-945	9,621.34
242904	CAPITAL ENGINEERING	Commissioning Services for HVAC Package A Projects	21-9010-0-0000-8500-6290-010-945	8,538.89
242904	CAPITAL ENGINEERING	Commissioning Services for HVAC Package A Projects	21-9010-0-0000-8500-6290-014-945	9,871.42
242904	CAPITAL ENGINEERING	Commissioning Services for HVAC Package A Projects	21-9010-0-0000-8500-6290-025-945	23,205.87
242904	CAPITAL ENGINEERING	Commissioning Services for HVAC Package A Projects	21-9010-0-0000-8500-6290-032-945	7,722.48
242892	DELL MARKETING LP	Desktop-Bond Accountant	21-9010-0-0000-8200-4420-090-902	1,688.71
	TOTAL FUND 21			**80,648.71**
242891	CBF INC.	Electrical Cabling-Alta Loma Lab	40-9010-0-0000-8110-5899-021-741	14,856.00
242759	PLUM ARCHITECTS INC.	Architectural-Engineering Design Services	40-9010-0-0000-8500-6210-007-948	49,600.00
	TOTAL FUND 40			**64,456.00**
	TOTAL # OF PURCHASE ORDERS:	**207**	**TOTAL P.O. AMOUNT**	**585,425.27**
PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	$ 376,575.93		
11	ADULT EDUCATION FUND	$ 800.05		
12	CHILD DEVELOPMENT FUND	$ 61,157.28		
13	FOOD SERVICE	$ 1,787.30		
14	DEFERRED MAINTENANCE			
21	BOND	$ 80,648.71		
25	CAPITAL FACILITIES			
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	$ 64,456.00		
73	FOUNDATION TRUST FUND			
	TOTAL PURCHASE ORDERS	**$ 585,425.27**		
CHANGE ORDERS:				
240356	NETWORK CRAZE TECHNOLOGIES INC	Cisco Certified Phones & Parts w/Warranty	01-0000-0-0000-2424-4320-090-735	500.00

P.O.	Vendor	Description	Account	Amount
242620	DOCUMENT TRACKING SERVICES-DTS	Document Tracker - Translation Services	01-0000-0-0000-3900-5813-090-305	732.24
241004	AAA FIRE PROTECTION SERVICES	Fire Protection	01-8150-0-0000-8110-5899-025-741	466.97
241022	AAA FIRE PROTECTION SERVICES	Fire Protection	01-8150-0-0000-8110-5899-033-741	466.97
240791	ACHIEVE KIDS	NPS Placement for student (Achieve Kids)	01-6500-0-5760-1180-5820-090-230	15,038.00
240791	ACHIEVE KIDS	NPS Placement for student (Achieve Kids)	01-6500-0-5760-1180-5870-090-230	36,466.00
240791	ACHIEVE KIDS	NPS Placement for student (Achieve Kids)	01-6500-0-5760-1180-5880-090-230	46,993.00
240791	ACHIEVE KIDS	NPS Placement for student (Achieve Kids)	01-6500-0-5760-1180-5899-090-230	1,503.00
240287	ADI	Open P. O. - Misc. Electrical Supplies	01-8150-0-0000-8110-4320-090-741	5,000.00
240161	ALBERTSONS/SAFEWAY INC.	Supplies for Culinary Arts	01-0000-0-1110-1000-4320-032-070	185.96
240351	AMERICAN FIDELITY	Time & Eligibility Svc	01-0000-0-0000-7350-5899-090-717	7,000.00
240612	AVID TRANSLATION	Translation Services	01-6500-0-5760-1190-5899-090-245	50,000.00
240798	CAL MOBILITY	Transportation Services	01-0000-0-5760-3600-5820-090-781	16,000.00
241255	CERTIFIED LANGUAGES	Translations and Interpretation	01-6500-0-5760-1190-5899-090-245	-50,000.00
240585	CORODATA	Shredding Services - District-Wide	01-0000-0-0000-8200-5899-090-760	3,000.00
240302	CRYSTAL COMMUNICATIONS	Open PO - Radio Equipment	01-0000-0-1110-1000-4320-025-070	1,000.00
240147	HERFF JONES	Diplomas and Graduation Supplies	01-0000-0-1110-1000-4320-032-070	309.45
240854	HILLYARD INC	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-002-759	4,925.40
240087	HILLYARD/SAN FRANCISCO	Open P.O. - Custodial Supplies	01-0000-0-0000-8200-4320-033-759	2,000.00
240853	KBA DOCUSYS INC	B/W Copies Overage Charge/ Color Copies Charge	01-0000-0-1110-1000-5600-090-722	12,000.00
240416	R S D - REFRIGERATION SUPPLIES	Open P. O. - Plumbing/HVAC Supplies	01-8150-0-0000-8110-4320-090-741	500.00
240733	SAN MATEO COUNTY ENVIRONMENTAL	Open P.O. Environmental Health	01-0000-0-0000-8200-5899-090-760	1,000.00
241343	SCOOT EDUCATION INC.	Scoot Education Inc. Services for Substitute Staff SY 2023-2024	01-0000-0-0000-7400-5899-090-715	6,000.00
241614	SIEMENS/CERBERUS DIV	Fire Alarm System	01-0000-0-0000-8200-5899-090-760	9,321.54
241114	SILICON VALLEY	Officials Fee for Volleyball	01-0000-0-1202-1000-5899-032-070	803.00
242366	SILICON VALLEY	Officials Fee for Softball	01-0000-0-1202-1000-5899-032-070	552.00
241863	THE EDUCATION TEAM	Substitute Staffing SY2023-2024	01-0000-0-0000-7400-5899-090-715	20,000.00
240562	ULINE	Open P.O. for Facilities Supplies	01-8150-0-0000-8110-4320-090-741	3,000.00
240117	UNITED COACH TOURS	Transportation for Students	01-0000-0-1202-1000-5821-032-070	160.00
240836	CHILDCARE CAREERS LLC	Substitute Staffing for Children's Center	12-6105-0-8535-1000-5899-045-835	25,000.00
241113	EDUCATION TEAM, THE	Payment for Services with the Education Team	12-9010-0-8530-1000-5899-045-832	20,000.00
240270	DANIELSEN COMPANY	Food Products	13-5310-0-0000-3700-4700-090-820	97,307.00
240268	OFFICE DEPOT/BUSINESS SERVICE	Food Service Support Supplies	13-5310-0-0000-3700-4320-090-820	2,200.00
240276	PRODUCERS DAIRY	Food Products	13-5310-0-0000-3700-4700-090-820	26,405.00
241124	NINYO & MOORE GEOTECHNICAL AND	Geotechnical & Environmental Consultants	14-0000-0-0000-8500-6270-005-925	1,310.00
	TOTAL CHANGE ORDERS			**367,145.53**

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: June 20, 2024

RE: Warrant Register - April 1 - 30, 2024

BACKGROUND:

The attached report lists all the Warrants issued by the District from April 1 - 30, 2024. For the period listed above the Warrants total $6,505,063.01, across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of April 1 - 30, 2024. 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
APRIL 1 TO APRIL 30, 2024

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
360 DEGREE CUSTOMER INC	04/23/2024	934990	PO240794	01	6500	0	5760	1190	5899	090	245	16923	13,824.00
360 DEGREE CUSTOMER INC Total													13,824.00
4 IMPRINT	04/23/2024	934995	PO242512	01	3182	0	1110	1000	5810	031	387	12316408	3,650.50
4 IMPRINT Total													3,650.50
AAA FIRE PROTECTION SERVICES	04/04/2024	931450	PO240742	01	8150	0	0000	8110	5899	090	741	12486178	825.00
AAA FIRE PROTECTION SERVICES	04/09/2024	932194	PO240742	01	8150	0	0000	8110	5899	090	741	12486177	1,025.00
AAA FIRE PROTECTION SERVICES	04/11/2024	932845	PO240742	01	8150	0	0000	8110	5899	090	741	12486411	1,325.00
AAA FIRE PROTECTION SERVICES	04/11/2024	932845	PO240742	01	8150	0	0000	8110	5899	090	741	12486411-1	305.60
AAA FIRE PROTECTION SERVICES	04/23/2024	935053	PO240734	01	0000	0	0000	8200	5899	032	760	12486304	2,380.00
AAA FIRE PROTECTION SERVICES	04/23/2024	935053	PO240742	01	8150	0	0000	8110	5899	090	741	12486787	1,025.00
AAA FIRE PROTECTION SERVICES	04/23/2024	935053	PO240742	01	8150	0	0000	8110	5899	090	741	12486304-1	1,554.43
AAA FIRE PROTECTION SERVICES	04/25/2024	936673	PO240742	01	8150	0	0000	8110	5899	090	741	12486574	1,025.00
AAA FIRE PROTECTION SERVICES	04/25/2024	936673	PO240742	01	8150	0	0000	8110	5899	090	741	12486564	1,625.00
AAA FIRE PROTECTION SERVICES	04/30/2024	937753	PO241022	01	8150	0	0000	8110	5899	033	741	12486541R	1,894.47
AAA FIRE PROTECTION SERVICES Total													12,984.50
ACADEMIC THERAPY PUBLICATIONS	04/18/2024	934018	PO242681	01	3214	0	1110	1000	4200	007	339	326281	3,691.98
ACADEMIC THERAPY PUBLICATIONS	04/18/2024	934018	PO242681	01	3214	0	1110	1000	4200	007	339	326281-1	335.10
ACADEMIC THERAPY PUBLICATIONS	04/04/2024	931439	PO242208	01	6500	0	5760	1190	4320	090	245	324863	90.37
ACADEMIC THERAPY PUBLICATIONS	04/04/2024	931439	PO242208	01	6500	0	5760	1190	4320	090	245	324863-1	8.20
ACADEMIC THERAPY PUBLICATIONS	04/18/2024	934033	PO242624	01	3010	0	1110	1000	4320	013	301	326257	265.90
ACADEMIC THERAPY PUBLICATIONS Total													4,391.55
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5820	090	230	32847	2,142.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5820	090	230	32771	1,785.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5820	090	230	32773	1,190.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5820	090	230	32772	1,666.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5820	090	230	32940	2,499.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5820	090	230	32941	1,309.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5820	090	230	32939	238.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5870	090	230	32847	2,750.50
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5870	090	230	32771	1,909.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5870	090	230	32773	1,509.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5870	090	230	32772	2,235.50
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5870	090	230	32940	2,321.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5870	090	230	32941	1,607.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5870	090	230	32939	297.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5880	090	230	32847	6,948.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5880	090	230	32771	5,790.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5880	090	230	32773	3,860.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5880	090	230	32772	5,404.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5880	090	230	32940	8,106.00

BOARD WARRANT REGISTER
APRIL 1 TO APRIL 30, 2024

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5880	090	230	32941	4,246.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5880	090	230	32939	772.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5899	090	230	32847	180.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5899	090	230	32771	150.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5899	090	230	32773	100.00
ACHIEVE KIDS	04/23/2024	934996	PO240791	01	6500	0	5760	1180	5899	090	230	32772	140.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5899	090	230	32940	210.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5899	090	230	32941	110.00
ACHIEVE KIDS	04/30/2024	937699	PO240791	01	6500	0	5760	1180	5899	090	230	32939	20.00
ACHIEVE KIDS Total													59,494.00
ADEMCO INC	04/18/2024	934019	PO240287	01	8150	0	0000	8110	4320	090	741	NC2LMH01	198.80
ADEMCO INC	04/18/2024	934019	PO240287	01	8150	0	0000	8110	4320	090	741	NC2MCD01	92.27
ADEMCO INC	04/18/2024	934019	PO240287	01	8150	0	0000	8110	4320	090	741	NC9HYY01	448.25
ADEMCO INC	04/18/2024	934019	PO240287	01	8150	0	0000	8110	4320	090	741	NG6WGX01	296.85
ADEMCO INC	04/23/2024	935025	PO240287	01	8150	0	0000	8110	4320	090	741	NJ2NWF01	158.13
ADEMCO INC	04/23/2024	935025	PO240287	01	8150	0	0000	8110	4320	090	741	NJ3TPW01	158.13
ADEMCO INC Total													1,352.43
ADVANCED CHEMICAL TRANSPORT	04/09/2024	932187	PO242330	01	8150	0	0000	8110	5860	090	741	556017	860.10
ADVANCED CHEMICAL TRANSPORT Total													860.10
AG PARTS WORLDWIDE INC	04/09/2024	932191	PO240094	01	0000	0	0000	2424	4320	090	735	088243	1,030.08
AG PARTS WORLDWIDE INC	04/09/2024	932191	PO240094	01	0000	0	0000	2424	4320	090	735	087260	3,950.01
AG PARTS WORLDWIDE INC Total													4,980.09
AIRGAS USA LLC	04/09/2024	932195	PO240396	01	8150	0	0000	8110	4320	090	741	9148177965	109.72
AIRGAS USA LLC	04/11/2024	932846	PO240396	01	8150	0	0000	8110	4320	090	741	9148314781	29.73
AIRGAS USA LLC	04/23/2024	935060	PO240396	01	8150	0	0000	8110	4320	090	741	9148640378	73.43
AIRGAS USA LLC	04/30/2024	937717	PO240396	01	8150	0	0000	8110	4320	090	741	9148732225	42.13
AIRGAS USA LLC Total													255.01
ALAMEDA ELECTRICAL	04/09/2024	932229	PO240554	01	8150	0	0000	8110	4320	090	741	S5780645.001	396.52
ALAMEDA ELECTRICAL Total													396.52
ALBERTSONS/SAFEWAY INC.	04/02/2024	930791	PO240161	01	0000	0	1110	1000	4320	032	070	726034-030724-0777	83.48
ALBERTSONS/SAFEWAY INC.	04/02/2024	930791	PO240161	01	0000	0	1110	1000	4320	032	070	729278-031424-3031	50.34
ALBERTSONS/SAFEWAY INC.	04/02/2024	930791	PO240161	01	0000	0	1110	1000	4320	032	070	721475-031924-0777	42.00
ALBERTSONS/SAFEWAY INC. Total													175.82
ALCATRAZ CITY CRUISES	04/02/2024	930774	PO242597	01	3218	0	1110	1000	5815	025	439	32430229	2,006.80
ALCATRAZ CITY CRUISES Total													2,006.80
ALL CITY MANAGEMENT SVCS INC.	04/04/2024	931429	PO240073	01	0000	0	0000	7300	5899	090	717	92161	7,482.78
ALL CITY MANAGEMENT SVCS INC.	04/16/2024	933421	PO240073	01	0000	0	0000	7300	5899	090	717	92407	6,548.42
ALL CITY MANAGEMENT SVCS INC.	04/25/2024	936699	PO240073	01	0000	0	0000	7300	5899	090	717	92800	3,760.00
ALL CITY MANAGEMENT SVCS INC. Total													17,791.20
ALPHA ENTERPRISE CORP.	04/04/2024	931442	PO240290	01	8150	0	0000	8110	5600	090	741	60545	1,206.85

BOARD WARRANT REGISTER
APRIL 1 TO APRIL 30, 2024

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
ALPHA ENTERPRISE CORP. Total													1,206.85
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242351	01	9010	0	5001	3150	4200	090	350	1JWK-99RX-6XNQ	22.91
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242479	01	0801	0	1110	1000	4200	002	123	1P9K-KT31-GTVC	100.36
AMAZON CAPITAL SERVICES	04/04/2024	931430	PO242412	01	0000	0	1110	1000	4200	012	070	13H9-CYWH-6XX9	11.25
AMAZON CAPITAL SERVICES	04/04/2024	931430	PO242412	01	0000	0	1110	1000	4200	012	070	1HRP-N196-9QVQ	328.64
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242487	01	3010	0	1110	1000	4200	013	301	1691-TFQP-7DD7	669.36
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242487	01	3010	0	1110	1000	4200	013	301	1XDP-LRC3-JFDM	291.06
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242487	01	0801	0	1110	1000	4200	013	180	1XDP-LRC3-JFDM	43.84
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242302	01	9010	0	5001	3900	4200	090	350	1G6H-QX1J-GMPH	151.29
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242375	01	9109	0	1110	1000	4200	033	356	1XQD-GVGQ-6TK9	85.56
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242655	01	7413	0	1110	1000	4200	033	363	13RY-T7JR-4RVG	347.89
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242693	01	0000	0	3200	1000	4200	031	070	1HK1-RDV7-39HQ	43.03
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242707	01	3010	0	1110	1000	4200	008	301	1FVF-V9KC-3P1P	126.32
AMAZON CAPITAL SERVICES	04/23/2024	934987	PO242375	01	9109	0	1110	1000	4200	033	356	1R49-CY1J-94GQ	548.26
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242267	01	0801	0	1110	1000	4200	012	180	1TDC-CGCC-GYK1	593.50
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242267	01	0801	0	1110	1000	4200	012	180	1WGG-FW1T-H4F4	(81.68)
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242267	01	0801	0	1110	1000	4200	012	180	1C3Y-J7HF-HNGC	(80.86)
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242267	01	0801	0	1110	1000	4200	012	180	1J99-46R4-HF3R	(110.87)
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242267	01	0801	0	1110	1000	4200	012	180	1NWP-XGCK-7MPG	42.06
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242267	01	0801	0	1110	1000	4200	012	180	1KW6-XCX6-C3PL	325.43
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242269	01	0801	0	1110	1000	4200	012	180	1D1K-64PN-GC9J	125.92
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242385	01	0000	0	1110	1000	4200	012	070	1X3P-GKFD-9GVN	541.85
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242414	01	0000	0	1110	1000	4200	012	070	1R49-CY1J-9DNY	456.76
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242428	01	0000	0	1110	1000	4200	012	070	13H9-CYWH-6H97	13.69
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242428	01	0000	0	1110	1000	4200	012	070	16NF-M74J-9NL4	820.09
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242437	01	0000	0	1110	1000	4200	012	070	1L99-JL77-6J6X	87.42
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242437	01	0000	0	1110	1000	4200	012	070	14LX-YVT4-CRRM	401.94
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242439	01	0000	0	1110	1000	4200	012	070	1LXY-PH3D-97MP	326.11
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242444	01	0000	0	1110	1000	4200	012	070	17WW-XYPP-7V4Y	107.56
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242444	01	0000	0	1110	1000	4200	012	070	1D7W-QC1N-7HLD	674.38
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242445	01	0000	0	1110	1000	4200	012	070	1LXG-CXTL-7C4W	205.64
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242445	01	0000	0	1110	1000	4200	012	070	1KC9-9MHG-96VF	317.47
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242448	01	0000	0	1110	1000	4200	012	070	1YNF-GP79-9LKJ	290.82
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242448	01	0000	0	1110	1000	4200	012	070	1PMX-4LTY-7XJR	62.75
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242450	01	0000	0	1110	1000	4200	012	070	1QFL-7TLT-7LVJ	15.64
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242450	01	0000	0	1110	1000	4200	012	070	1PVF-JN1H-HTD6	185.62
AMAZON CAPITAL SERVICES	04/30/2024	937688	PO242267	01	0801	0	1110	1000	4200	012	180	1DRK-LMF9-9RDF	50.70
AMAZON CAPITAL SERVICES	04/30/2024	937688	PO242396	01	0000	0	1110	1000	4200	012	070	16NF-M74J-9CND	67.69
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242441	01	0000	0	1110	1000	4200	012	070	1DJV-TRGH-GVRD	101.48
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242441	01	0000	0	1110	1000	4200	012	070	16GQ-MRVK-763Q	33.91

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AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242704	01	3010	0	1110	1000	4200	013	301	173K-T34K-6FL9	31.08
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO241995	01	9010	0	5760	1190	4320	090	350	1PDH-HQ1M-7JWN	61.37
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242174	01	9010	0	5760	1190	4320	090	350	1VQX-P73W-G93C	382.37
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242311	01	0000	0	0000	3140	4320	090	507	17ND-LTM1-H4HG	340.43
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242351	01	9010	0	5760	1190	4320	090	350	1V7M-PCPV-9NDT	69.15
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242351	01	9010	0	5760	1190	4320	090	350	1JWK-99RX-6XNQ	215.49
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242353	01	9010	0	5760	1190	4320	090	350	1N1H-KTXY-74YX	40.15
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242353	01	9010	0	5760	1190	4320	090	350	1RCF-QLH4-7CLT	14.27
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242376	01	9010	0	1110	1000	4320	002	356	13H4-HR14-73H7	13.14
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242376	01	9010	0	1110	1000	4320	002	356	1KX7-7DVY-D4HP	(44.38)
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242376	01	9010	0	1110	1000	4320	002	356	1PMX-4LTY-3LM4	(78.00)
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242376	01	9010	0	1110	1000	4320	002	356	13H1-WGKL-7GPD	898.83
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242376	01	9010	0	1110	1000	4320	002	356	1R49-CY1J-9NJ1	939.78
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242419	01	9010	0	1110	1000	4320	002	356	1KC9-9MHG-7GKV	382.25
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242432	01	0000	0	1110	1000	4320	033	070	1NXV-63MW-7FQ7	124.28
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242432	01	0000	0	1110	1000	4320	033	070	1V7M-PCPV-93W7	54.92
AMAZON CAPITAL SERVICES	04/02/2024	930809	PO242479	01	9010	0	1110	1000	4320	002	356	1P9K-KT31-GTVC	26.68
AMAZON CAPITAL SERVICES	04/02/2024	930827	PO242490	01	3010	0	1110	1000	4320	008	301	1Q49-W4L1-7J6W	48.22
AMAZON CAPITAL SERVICES	04/04/2024	931451	CM240040	01	0000	0	1202	1000	4320	033	070	1RHQ-WRKG-MPRF	(54.92)
AMAZON CAPITAL SERVICES	04/04/2024	931430	PO242412	01	0000	0	1110	1000	4320	012	070	13H9-CYWH-6XX9	19.22
AMAZON CAPITAL SERVICES	04/04/2024	931430	PO242412	01	0000	0	1110	1000	4320	012	070	1HRP-N196-9QVQ	104.46
AMAZON CAPITAL SERVICES	04/04/2024	931430	PO242474	01	9010	0	1110	1000	4320	090	360	1CHP-R14J-7K61	107.64
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242487	01	3010	0	1110	1000	4320	013	301	1691-TFQP-7DD7	455.10
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242522	01	9044	0	1110	1000	4320	090	062	1F7Y-HLGT-J9YG	19.57
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242539	01	0000	0	1110	1000	4320	032	070	1NGH-WNCN-J9JN	21.70
AMAZON CAPITAL SERVICES	04/04/2024	931451	PO242539	01	0000	0	0000	8200	4320	032	759	1NGH-WNCN-J9JN	170.82
AMAZON CAPITAL SERVICES	04/04/2024	931451	PV240924	01	6053	0	1110	1000	4320	090	841	19LM-WV1V-HMYC	7.68
AMAZON CAPITAL SERVICES	04/09/2024	932247	PO241663	01	0000	0	0000	2424	4320	090	735	1G9H-XKH3-KY4G	884.66
AMAZON CAPITAL SERVICES	04/09/2024	932247	PO242071	01	8150	0	0000	8110	4320	090	741	1LK3-4QV7-F41W	93.97
AMAZON CAPITAL SERVICES	04/09/2024	932247	PO242072	01	8150	0	0000	8110	4320	090	741	13LL-XFJQ-DPHG	181.26
AMAZON CAPITAL SERVICES	04/09/2024	932247	PO242141	01	8150	0	0000	8110	4320	090	741	1KC4-CRCR-6P77	174.70
AMAZON CAPITAL SERVICES	04/09/2024	932188	PO242190	01	0000	0	1237	1000	4320	033	070	114P-H39Q-6JP4	48.87
AMAZON CAPITAL SERVICES	04/09/2024	932188	PO242190	01	0000	0	1237	1000	4320	033	070	173R-6MTC-6JD1	16.29
AMAZON CAPITAL SERVICES	04/09/2024	932188	PO242299	01	6500	0	5760	1190	4320	090	245	1HJR-1PT1-GTX9	449.50
AMAZON CAPITAL SERVICES	04/09/2024	932188	PO242619	01	0000	0	0000	7350	4320	090	717	1H1J-6DJF-6R9X	129.02
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242300	01	9010	0	5760	1190	4320	090	350	1QVC-JY6L-GJ93	49.18
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242304	01	9010	0	5760	1190	4320	090	350	17ND-LTM1-GLNL	46.08
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242310	01	9010	0	5760	1190	4320	090	350	1HND-DDRL-H7LX	70.58
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242312	01	6500	0	5760	1190	4320	090	245	1MFM-96D9-GP4C	77.71
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242313	01	9010	0	5760	1190	4320	090	350	1MYW-4FYR-GP3W	252.91

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AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242380	01	0801	0	1110	1000	4320	033	180	16KR-Q6CC-9Q1N	389.22
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242380	01	0801	0	1110	1000	4320	033	180	1K7M-H1JK-6JR4	57.12
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242418	01	9219	0	1208	1000	4320	032	356	17H4-J9JN-933Q	446.90
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242418	01	0000	0	1110	1000	4320	032	070	17H4-J9JN-933Q	3.20
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242454	01	9010	0	1110	1000	4320	002	356	1K7M-H1JK-7FKN	103.29
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242454	01	9010	0	1110	1000	4320	002	356	1R1C-WKM3-9H6G	1,102.82
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242454	01	9010	0	1110	1000	4320	002	356	1LXW-NYNC-7RJX	168.27
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242613	01	0000	0	1216	1000	4320	032	070	1G44-CPGF-6VNR	63.72
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242614	01	0000	0	1236	1000	4320	032	070	1LQY-NM4V-6XQL	257.47
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242616	01	6387	0	3800	1000	4320	032	CIG	1YV6-F4RG-6RLH	451.62
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242617	01	6387	0	3800	1000	4320	032	CIG	1Q1Q-VK4G-64JM	889.04
AMAZON CAPITAL SERVICES	04/11/2024	932844	PO242618	01	0000	0	1110	1000	4320	032	070	1CD9-KLGJ-7D4G	60.42
AMAZON CAPITAL SERVICES	04/16/2024	933391	PO242057	01	8150	0	0000	8110	4320	090	741	1717-GRDV-DD4Q	76.90
AMAZON CAPITAL SERVICES	04/16/2024	933373	PO242280	01	0801	0	1110	1000	4320	033	123	13QD-FN9N-71R1	15.46
AMAZON CAPITAL SERVICES	04/16/2024	933373	PO242280	01	0801	0	1110	1000	4320	033	123	1PMK-GYVY-H97W	127.83
AMAZON CAPITAL SERVICES	04/16/2024	933390	PO242418	01	0000	0	1110	1000	4320	032	070	1VNW-X67V-79RR	18.67
AMAZON CAPITAL SERVICES	04/18/2024	934050	CM240043	01	3010	0	1110	1000	4320	022	301	19KD-VF4W-6T47	(265.76)
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242001	01	0801	0	1110	1000	4320	021	123	19YV-WTHT-GJ97	245.98
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242001	01	0801	0	1110	1000	4320	021	123	13JK-4D1T-6M3G	10.98
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242001	01	0801	0	1110	1000	4320	021	123	1D6W-GG6D-CWQ4	533.54
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242001	01	0801	0	1110	1000	4320	021	123	1RHM-L6PK-7FMV	1,173.08
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242001	01	0801	0	1110	1000	4320	021	123	1N9K-1XYY-M6M4	162.55
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242001	01	0801	0	1110	1000	4320	021	123	1VTP-FRPY-793K	797.25
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242042	01	0801	0	1110	1000	4320	033	123	1KYT-VTRP-4KYH	281.27
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242042	01	0801	0	1110	1000	4320	033	123	1VDM-1N9L-F9TX	2,097.96
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242042	01	0801	0	1110	1000	4320	033	123	1M3T-1DV6-NVRR	604.85
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242175	01	9010	0	5760	1190	4320	090	350	1WDX-7DML-6WY7	277.36
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242180	01	0801	0	1110	1000	4320	021	180	1LJG-GGQQ-6XWX	1,386.55
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242180	01	0801	0	1110	1000	4320	021	180	1YNF-GP79-99W3	56.01
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242191	01	0801	0	1110	1000	4320	021	123	1WDX-7DML-6QDQ	636.94
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242191	01	0801	0	1110	1000	4320	021	123	1GNH-QC7R-YMMG	(13.99)
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242225	01	3218	0	1110	1000	4320	021	439	1RVD-RCPT-6TPW	160.93
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242225	01	3218	0	1110	1000	4320	021	439	1HLJ-HV3L-7QWW	187.56
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242225	01	3218	0	1110	1000	4320	021	439	1MGW-KDH4-XLRM	(161.20)
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242279	01	3218	0	1110	1000	4320	025	439	1QVC-JY6L-GGR1	106.73
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242282	01	6500	0	5760	1190	4320	090	245	1QLV-WYFH-6YXH	50.53
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242282	01	6500	0	5760	1190	4320	090	245	1QVC-JY6L-GY6Q	977.12
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242282	01	6500	0	5760	1190	4320	090	245	1GTN-PDHP-76PG	93.16
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242302	01	9010	0	5001	3900	4320	090	350	1G6H-QX1J-GMPH	31.29
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242308	01	6500	0	5760	1190	4320	090	245	19YV-WTHT-G4G9	31.83

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AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242420	01	0000	0	1110	1000	4320	025	322	14LX-YVT4-CVVF	43.50
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242446	01	9010	0	1110	1000	4320	002	356	1JGL-FTQ6-6MTR	1,277.26
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242447	01	9010	0	1110	1000	4320	002	356	1HCW-DFM1-7Y3Q	587.59
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242447	01	9010	0	1110	1000	4320	002	356	1ML4-MDXY-FHMM	(45.90)
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242447	01	9010	0	1110	1000	4320	002	356	1Y9C-CVX7-FQLK	(64.98)
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242447	01	9010	0	1110	1000	4320	002	356	1V4N-WKX6-DTR7	(41.73)
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242612	01	9010	0	1110	1000	4320	090	055	1DHL-MCVN-6GJ1	943.94
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242612	01	9010	0	1110	1000	4320	090	055	1LWJ-GVP7-4GP7	363.17
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242655	01	0801	0	1110	1000	4320	033	180	13MH-3DXJ-73RQ	54.92
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242655	01	0801	0	1110	1000	4320	033	180	13RY-T7JR-4RVG	70.85
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242676	01	6387	0	3800	1000	4320	025	CIG	14XP-49PJ-4RYD	40.60
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242678	01	6388	0	3800	1000	4320	032	318	1LQY-NM4V-733Q	179.10
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242690	01	9010	0	1110	1000	4320	002	356	1HDW-NGWJ-4VWH	849.84
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242694	01	0000	0	1110	1000	4320	008	070	1HK1-RDV7-3QK1	93.92
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242696	01	9010	0	1110	1000	4320	002	356	1DG3-1J76-KQDP	445.95
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242696	01	9010	0	1110	1000	4320	002	356	1XJV-QDRT-6FWW	495.88
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242700	01	0000	0	1110	2421	4320	032	451	19KC-TK3W-4GKV	415.32
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242705	01	0000	0	1110	1000	4320	006	070	1W41-Q7QY-3TK1	4,475.77
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242706	01	3010	0	1110	1000	4320	007	301	1JCW-FCDP-33X1	456.24
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242708	01	3010	0	1110	1000	4320	022	301	1L4K-RDFV-3TXQ	820.80
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242709	01	0801	0	1110	1000	4320	013	123	14QD-DRGM-3TGW	207.55
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242709	01	0801	0	1110	1000	4320	013	180	14QD-DRGM-3TGW	244.56
AMAZON CAPITAL SERVICES	04/18/2024	934050	PO242710	01	3010	0	1110	1000	4320	022	301	1HK1-RDV7-3VH4	701.16
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242711	01	0000	0	0000	2424	4320	090	735	1PXT-34X7-3H4T	1,199.32
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242712	01	0000	0	0000	2424	4320	090	735	1X69-1JYW-1WWP	41.15
AMAZON CAPITAL SERVICES	04/18/2024	934032	PO242713	01	8150	0	0000	8110	4320	090	741	1QTM-X6WV-3DFH	43.88
AMAZON CAPITAL SERVICES	04/18/2024	934058	PO242753	01	7032	0	0000	3700	4320	090	820	1LWJ-GVP7-43TC	17.56
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242767	01	0801	0	1110	1000	4320	033	180	1JRM-47JP-LLPJ	468.60
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242780	01	0000	0	0000	2424	4320	090	735	1J1J-CKM6-JJDT	1,176.96
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242791	01	8150	0	0000	8110	4320	090	741	1KHF-KW3Y-L1DP	318.63
AMAZON CAPITAL SERVICES	04/18/2024	934050	PV240990	01	3010	0	1110	1000	4320	022	301	1KC9-9MHG-91QQ	145.10
AMAZON CAPITAL SERVICES	04/23/2024	935029	PO242610	01	0000	0	0000	2424	4320	090	735	1CFW-TRFP-6PND	622.29
AMAZON CAPITAL SERVICES	04/23/2024	934987	PO242701	01	3010	0	1110	1000	4320	008	301	1VTW-7C4C-4XFX	337.90
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242352	01	0801	0	1110	1000	4320	012	180	1QRW-NYHD-7QWP	135.79
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242352	01	0801	0	1110	1000	4320	012	180	17XQ-1HQP-7HRH	756.13
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242385	01	0000	0	1110	1000	4320	012	070	1X3P-GKFD-9GVN	295.51
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242450	01	0000	0	1110	1000	4320	012	070	1PVF-JN1H-HTD6	96.53
AMAZON CAPITAL SERVICES	04/30/2024	937745	PO242238	01	0000	0	1110	1000	4320	032	070	1CDF-61JW-77VM	294.45
AMAZON CAPITAL SERVICES	04/30/2024	937688	PO242396	01	0000	0	1110	1000	4320	012	070	16NF-M74J-9CND	620.23
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242441	01	0000	0	1110	1000	4320	012	070	1DJV-TRGH-GVRD	316.01

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AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242441	01	0000	0	1110	1000	4320	012	070	16GQ-MRVK-763Q	73.83
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242441	01	0000	0	1110	1000	4320	012	070	1R49-CY1J-9J6V	31.46
AMAZON CAPITAL SERVICES	04/30/2024	937740	PO242557	01	3550	0	3800	1000	4320	033	333	14P3-H473-JFG9	414.34
AMAZON CAPITAL SERVICES	04/30/2024	937740	PO242558	01	0801	0	1110	1000	4320	033	180	1WH4-HLP3-J6TR	480.54
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242691	01	0000	0	1110	1000	4320	008	070	1RX6-GW7Q-3MCH	167.62
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242704	01	3010	0	1110	1000	4320	013	301	16GX-MHG1-LPMV	39.54
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242704	01	3010	0	1110	1000	4320	013	301	173K-T34K-6FL9	1,174.63
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242704	01	3214	0	1110	1000	4320	013	339	173K-T34K-6FL9	77.97
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242704	01	0801	0	1110	1000	4320	013	180	173K-T34K-6FL9	99.36
AMAZON CAPITAL SERVICES	04/30/2024	937706	PO242799	01	0000	0	0000	2424	4320	090	735	1V7Q-TM63-L6GN	81.81
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242794	01	0000	0	0000	7350	4420	090	717	1LVJ-71JM-LDMV	529.45
AMAZON CAPITAL SERVICES Total													51,557.19
AMERGIS HEALTHCARE	04/30/2024	937765	PO241839	01	9305	0	0000	3900	5899	090	391	E12984220132	280.00
AMERGIS HEALTHCARE	04/30/2024	937742	PO242231	01	0801	0	4760	1000	5899	033	128	E12940650132	1,424.25
AMERGIS HEALTHCARE	04/30/2024	937742	PO242232	01	0801	0	4760	1000	5899	022	128	E12940720132	1,480.50
AMERGIS HEALTHCARE	04/30/2024	937758	PO242232	01	0801	0	4760	1000	5899	022	128	E12098690132-1	37.35
AMERGIS HEALTHCARE	04/30/2024	937758	PO242232	01	0801	0	4760	1000	5899	022	128	E12180590132-1	1,136.25
AMERGIS HEALTHCARE	04/30/2024	937742	PO242234	01	0801	0	4760	1000	5899	014	124	E12940170132	495.00
AMERGIS HEALTHCARE	04/30/2024	937742	PO242235	01	0801	0	4760	1000	5899	006	124	E12882160132	1,274.40
AMERGIS HEALTHCARE	04/30/2024	937742	PO242235	01	0801	0	4760	1000	5899	006	124	E12881690132	1,368.00
AMERGIS HEALTHCARE	04/30/2024	937742	PO242235	01	0801	0	4760	1000	5899	006	124	E12882240132	1,244.25
AMERGIS HEALTHCARE	04/30/2024	937742	PO242235	01	0801	0	4760	1000	5899	006	124	E12941210132	1,323.00
AMERGIS HEALTHCARE	04/30/2024	937742	PO242237	01	0801	0	4760	1000	5899	008	124	E12940860132	1,448.10
AMERGIS HEALTHCARE	04/30/2024	937742	PO242237	01	0801	0	4760	1000	5899	008	124	E12354020132	1,293.30
AMERGIS HEALTHCARE	04/30/2024	937758	PO242237	01	0801	0	4760	1000	5899	008	124	E12098690132	1,368.45
AMERGIS HEALTHCARE	04/30/2024	937758	PO242237	01	0801	0	4760	1000	5899	008	124	E12180590132	1,155.15
AMERGIS HEALTHCARE Total													15,328.00
AMERICAN FIDELITY	04/11/2024	932847	PO240351	01	0000	0	0000	7350	5899	090	717	69314	3,415.30
AMERICAN FIDELITY	04/23/2024	935054	PO240351	01	0000	0	0000	7350	5899	090	717	69800	1,420.30
AMERICAN FIDELITY Total													4,835.60
AMS.NET INC	04/23/2024	935073	PO240357	01	0000	0	0000	2424	5899	090	735	INVOICE-0071123	54,374.40
AMS.NET INC Total													54,374.40
ANDERSON'S IT'S ELEMENTARY	04/02/2024	930822	PO242567	01	0801	0	1110	1000	4320	013	180	4490781	191.69
ANDERSON'S IT'S ELEMENTARY	04/16/2024	933422	PO242680	01	0801	0	1110	1000	4320	013	180	4496129	944.67
ANDERSON'S IT'S ELEMENTARY	04/23/2024	935055	PO242664	01	0000	0	1110	1000	4320	014	070	2378014	203.79
ANDERSON'S IT'S ELEMENTARY Total													1,340.15
ANDRE-BOUDIN BAKERIES INC.	04/02/2024	930741	PO240809	01	0000	0	0000	2700	4322	090	762	1564653	274.18
ANDRE-BOUDIN BAKERIES INC. Total													274.18
ANDREWS, STEPHANIE	04/04/2024	931425	PV240927	01	6266	0	1110	1000	5210	090	341	284 IIRP SDIEGO24	567.78
ANDREWS, STEPHANIE Total													567.78

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ANTHONY CHAVEZ DIAZ	04/23/2024	912795	MV240013	01	0000	0	1110	1000	4100	090	317	336 TXTREF	(96.00)
ANTHONY CHAVEZ DIAZ	04/30/2024	937732	MV240019	01	0000	0	1110	1000	4100	090	317	336 TEXTBK REF	96.00
ANTHONY CHAVEZ DIAZ Total													-
APPLE INC	04/02/2024	930792	PO242571	01	3218	0	1110	1000	4320	032	439	MA70931073	963.57
APPLE INC	04/23/2024	935019	PO242689	01	0000	0	1110	1000	4320	014	070	MA72770934	385.43
APPLE INC	04/30/2024	937773	PO242822	01	0000	0	1110	1000	4320	021	070	MA74935093	1,541.71
APPLE INC	04/04/2024	931431	PO242461	01	6500	0	5760	1190	4420	090	245	MA70036701	3,442.30
APPLE INC	04/04/2024	931431	PO242526	01	3182	0	1110	1000	4420	031	387	MA70019652	13,593.11
APPLE INC	04/09/2024	932212	PO242644	01	0000	0	0000	2424	4420	090	735	MA71908200	7,617.80
APPLE INC	04/09/2024	932212	PO242644	01	0000	0	0000	2424	4420	090	735	MA71688331	6,796.55
APPLE INC	04/16/2024	933374	PO242730	01	0000	0	1110	1000	4420	025	070	MA72426990	576.34
APPLE INC	04/18/2024	934071	PO242730	01	0000	0	1110	1000	4420	025	070	MA72780420	97.79
APPLE INC	04/18/2024	934071	PO242730	01	0000	0	1110	1000	4420	025	070	MA73386766	54.88
APPLE INC	04/23/2024	935074	PO242526	01	3182	0	1110	1000	4420	031	387	MA71871762	16,881.51
APPLE INC Total													51,950.99
ARBORIST NOW INC.	04/11/2024	932848	PO242563	01	8150	0	0000	8110	5899	006	741	20939	6,200.00
ARBORIST NOW INC.	04/23/2024	935020	PO242562	01	8150	0	0000	8110	5899	090	741	20940	8,640.00
ARBORIST NOW INC. Total													14,840.00
ARBORTECH TREE CARE INC	04/09/2024	932232	PO242502	01	8150	0	0000	8110	5899	032	741	3248	3,800.00
ARBORTECH TREE CARE INC Total													3,800.00
ARISE EDUCATIONAL CENTER	04/25/2024	936694	PO240790	01	6500	0	5760	1180	5820	090	230	976	3,066.00
ARISE EDUCATIONAL CENTER	04/25/2024	936694	PO240790	01	6500	0	5760	1180	5870	090	230	976	4,947.76
ARISE EDUCATIONAL CENTER	04/25/2024	936694	PO240790	01	6500	0	5760	1180	5880	090	230	976	4,964.61
ARISE EDUCATIONAL CENTER	04/25/2024	936694	PO240790	01	6500	0	5760	1180	5899	090	230	976	177.87
ARISE EDUCATIONAL CENTER Total													13,156.24
ARMOUR PETROLEUM SERVICE &	04/25/2024	936700	PO240490	01	8150	0	0000	8110	5600	090	741	WO-26590	1,575.00
ARMOUR PETROLEUM SERVICE &	04/30/2024	937707	PO240490	01	8150	0	0000	8110	5600	090	741	WO-26588	2,210.00
ARMOUR PETROLEUM SERVICE & Total													3,785.00
AT&T	04/02/2024	930756	PO240350	01	0000	0	0000	7200	5910	090	760	34701763 MAR24	19,577.77
AT&T	04/02/2024	930756	PO240350	01	6500	0	5760	2700	5910	090	245	34701763 MAR24	84.94
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	234 341-0882 686 2MAR24	335.86
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-2596 271 5MAR24	335.86
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-0063 609 4MAR24	64.10
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-2495 285 6MAR24	3,339.60
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5989 547 5MAR24	1,007.59
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-0139 137 5MAR24	335.86
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5507 597 3MAR24	2,833.60
AT&T	04/02/2024	930757	PO240580	01	0000	0	0000	7200	5910	090	760	650 877-5285 411 6MAR24	36.60
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	234 341-0882 696 2APR24	335.86
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-2596 271 5APR24	335.86

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AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	231 371-0063 609 4APR24	64.10
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-2495 285 6APR24	3,339.60
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5989 547 5APR24	1,007.59
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-0139 137 5APR24	335.86
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	650 877-5285 411 6APR24	12.67
AT&T	04/30/2024	937675	PO240580	01	0000	0	0000	7200	5910	090	760	234 343-5507 597 3APR24	2,833.60
AT&T Total													36,216.92
AVALON ACADEMY, THE	04/30/2024	937700	PO240897	01	6500	0	5760	1180	5870	090	230	5927	5,362.00
AVALON ACADEMY, THE	04/30/2024	937700	PO240897	01	6500	0	5760	1180	5870	090	230	5926	10,594.50
AVALON ACADEMY, THE	04/30/2024	937700	PO240897	01	6500	0	5760	1180	5870	090	230	5925	11,975.00
AVALON ACADEMY, THE	04/30/2024	937700	PO240897	01	6500	0	5760	1180	5880	090	230	5927	5,588.00
AVALON ACADEMY, THE	04/30/2024	937700	PO240897	01	6500	0	5760	1180	5880	090	230	5926	5,598.00
AVALON ACADEMY, THE	04/30/2024	937700	PO240897	01	6500	0	5760	1180	5880	090	230	5925	5,598.00
AVALON ACADEMY, THE Total													44,715.50
AVALON TRANSPORTATION LLC	04/04/2024	931443	PO242576	01	9010	0	1110	1000	5899	090	360	32803	4,892.00
AVALON TRANSPORTATION LLC Total													4,892.00
AVALOS, MARILLYN	04/30/2024	937681	PV241032	01	0000	0	1110	1000	5220	090	762	MAR24 MILEAGE148	15.43
AVALOS, MARILLYN Total													15.43
AVID TRANSLATION	04/16/2024	933423	PO240343	01	0801	0	4760	1000	5899	025	123	5563	240.00
AVID TRANSLATION	04/30/2024	937725	PO240612	01	6500	0	5760	1190	5899	090	245	5569	5,991.50
AVID TRANSLATION Total													6,231.50
AZENTA US INC.	04/02/2024	930793	PO242462	01	9010	0	1110	1000	5899	090	360	US80904906609	55.44
AZENTA US INC. Total													55.44
B & H PHOTO-VIDEO INC	04/18/2024	934080	PO242475	01	3550	0	3800	1000	4320	032	333	223158160	1,263.45
B & H PHOTO-VIDEO INC	04/30/2024	937708	PO241138	01	6387	0	3800	1000	4320	032	CIG	216708004	5,135.56
B & H PHOTO-VIDEO INC	04/30/2024	937708	PO241138	01	6387	0	3800	1000	6410	032	CIG	216708004	44,990.56
B & H PHOTO-VIDEO INC Total													51,389.57
BATTERY SYSTEMS INC	04/30/2024	937718	PO240289	01	8150	0	0000	8110	4320	090	741	2880240241104	366.68
BATTERY SYSTEMS INC Total													366.68
BAVCO BACKFLOW APPARATUS	04/11/2024	932849	PO240461	01	8150	0	0000	8110	4320	090	741	265210	128.57
BAVCO BACKFLOW APPARATUS Total													128.57
BEACON SCHOOL	04/23/2024	934991	PO241001	01	6546	0	5760	3120	5870	090	245	027020-12 MAR24	45,000.37
BEACON SCHOOL	04/25/2024	936695	PO241529	01	6500	0	5760	1180	5880	090	230	MAR24 SVCS	2,408.00
BEACON SCHOOL	04/25/2024	936695	PO241529	01	6500	0	5760	1180	5899	090	230	MAR24 SVCS	65.00
BEACON SCHOOL Total													47,473.37
BELKORP AG LLC	04/04/2024	931432	PO242505	01	8150	0	0000	8110	4320	090	741	956728	101.58
BELKORP AG LLC Total													101.58
BIO-RAD LABORATORIES INC.	04/02/2024	930742	PO242404	01	0801	0	1110	1000	4320	033	180	907113076	406.82
BIO-RAD LABORATORIES INC.	04/02/2024	930742	PO242404	01	0801	0	1110	1000	4320	033	180	907117845	142.54
BIO-RAD LABORATORIES INC. Total													549.36

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BISLA	04/02/2024	930823	PO241503	01	6500	0	5760	1190	5899	090	245	SVCS JAN24	68,363.20
BISLA	04/02/2024	930823	PO241503	01	6500	0	5760	1190	5899	090	245	SVCS-1 JAN24	95,618.95
BISLA Total													163,982.15
BLAISDELL'S BUSINESS PRODUCTS	04/18/2024	934072	PO242628	01	0000	0	1110	1000	4320	008	070	1872718-0	743.53
BLAISDELL'S BUSINESS PRODUCTS Total													743.53
BLICK ART MATERIALS	04/02/2024	930824	PO240146	01	0000	0	1110	1000	4320	032	070	2749406	56.00
BLICK ART MATERIALS	04/18/2024	934034	PO242574	01	3010	0	1110	1000	4320	022	301	2757642	461.55
BLICK ART MATERIALS	04/18/2024	934034	PO242574	01	3010	0	1110	1000	4320	022	301	2825223	195.80
BLICK ART MATERIALS Total													713.35
BLUE LINE TRANSFER	04/11/2024	932850	PO240408	01	0000	0	0000	8200	5540	090	760	0001439388	6,163.11
BLUE LINE TRANSFER Total													6,163.11
BODWIN, DIANE LITLE	04/09/2024	932189	PO241172	01	0000	0	0000	2424	5801	090	762	SVCS MAR24	395.63
BODWIN, DIANE LITLE Total													395.63
BOYD, AARON	04/02/2024	930770	PV240918	01	0000	0	1202	1000	4320	033	070	494 BADMINTON B	117.54
BOYD, AARON	04/11/2024	932860	PV240972	01	0801	0	1110	1000	5810	033	180	492 GRADUATEBANER	429.80
BOYD, AARON	04/23/2024	935030	PV241012	01	0000	0	1202	1000	5899	033	070	518 BOYGOLFMATCH	174.00
BOYD, AARON Total													721.34
BOYS & GIRLS CLUBS	04/09/2024	932196	PO241829	01	2600	0	0000	8200	5899	090	358	20240131 SSFUSD	85,000.00
BOYS & GIRLS CLUBS	04/18/2024	934035	PO241829	01	2600	0	0000	8200	5899	090	358	20240331 SSFUSD	85,000.00
BOYS & GIRLS CLUBS Total													170,000.00
BRAUN, MCKENNA	04/09/2024	932208	PV240920	01	3218	0	1110	1000	5210	033	439	293 NSTA 0324	2,028.94
BRAUN, MCKENNA	04/09/2024	932208	PV240921	01	3218	0	1110	1000	5210	033	439	293 NSTA2 0324	115.71
BRAUN, MCKENNA Total													2,144.65
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	4320	032	356	OCT23 - FEB24 P/C GIFT FUND	27.92
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9207	0	1110	1000	4320	032	356	OCT23 - FEB24 P/C GIFT FUND	63.95
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	4322	032	356	OCT23 - FEB24 P/C GIFT FUND	70.84
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	4322	032	356	OCT23 - FEB24 P/C GIFT FUND	98.39
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	4322	032	356	OCT23 - FEB24 P/C GIFT FUND	87.92
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9207	0	1110	1000	4322	032	356	OCT23 - FEB24 P/C GIFT FUND	77.58
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	5899	032	356	OCT23 - FEB24 P/C GIFT FUND	332.50
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	5899	032	356	OCT23 - FEB24 P/C GIFT FUND	231.00
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	5899	032	356	OCT23 - FEB24 P/C GIFT FUND	93.93
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	5899	032	356	OCT23 - FEB24 P/C GIFT FUND	300.00
BRIANO, JAMES	04/23/2024	934988	PV240997	01	9206	0	1110	1000	5920	032	356	OCT23 - FEB24 P/C GIFT FUND	80.56
BRIANO, JAMES Total													1,464.59
BSN SPORTS LLC	04/23/2024	935021	PO242790	01	0000	0	1203	1000	5810	033	070	925298720	4,384.00
BSN SPORTS LLC Total													4,384.00
BUCKLEY, DEDE	04/11/2024	932861	PV240977	01	6500	0	5001	2700	5220	090	245	FEB 24 MILEAGE111	18.80
BUCKLEY, DEDE	04/30/2024	937698	PV241042	01	6500	0	5001	2700	5220	090	245	MAR24 MILEAGE 156	27.04
BUCKLEY, DEDE Total													45.84

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BUTCHART, ELIZABETH	04/16/2024	933387	PV240959	01	3010	0	1110	1000	4320	022	301	491SCIENCE M034	46.09
BUTCHART, ELIZABETH Total													46.09
CALIFORNIA ASSOCIATION OF	04/11/2024	932821	PO241870	01	3182	0	1110	1000	5210	031	387	23-1240	479.00
CALIFORNIA ASSOCIATION OF Total													479.00
CALIFORNIA DEPARTMENT OF TAX	04/18/2024	934039	PV240983	01	0000	0	0000	0000	9580	000		020-300028 MAR24	1,716.49
CALIFORNIA DEPARTMENT OF TAX Total													1,716.49
CALIFORNIA QUALITY	04/23/2024	935056	PO240577	01	8150	0	0000	8110	4320	090	741	0155003-IN	464.40
CALIFORNIA QUALITY Total													464.40
CALIFORNIA SCHOOL-BASED	04/30/2024	937719	PO242805	01	0801	0	1110	1000	5210	090	401	3211	3,600.00
CALIFORNIA SCHOOL-BASED Total													3,600.00
CALIFORNIA WATER SERVICE	04/02/2024	930777	PO240711	01	0000	0	0000	8200	5530	090	760	6907544444 MAR24	22,993.94
CALIFORNIA WATER SERVICE Total													22,993.94
CALPERS	04/23/2024	935066	PV241019	01	0000	0	0000	7600	3701	090	810	MAY24 1354490268	25,277.00
CALPERS	04/23/2024	935041	PV241021	01	0000	0	0000	7600	3701	090	810	MAY24 PREMIUMS	649.58
CALPERS	04/23/2024	935066	PV241019	01	0000	0	0000	7600	3702	090	810	MAY24 1354490268	37,690.79
CALPERS	04/23/2024	935066	PV241019	01	0000	0	0000	7340	5899	090	717	MAY24 1354490268	3,112.76
CALPERS	04/23/2024	935066	PV241019	01	0000	0	0000	7600	5899	090	810	MAY24 1354490268	556.39
CALPERS	04/23/2024	935041	PV241021	01	0000	0	0000	7600	5899	090	810	MAY24 PREMIUMS	2.08
CALPERS	04/23/2024	935066	PV241019	01	0000	0	0000	0000	9564	000		MAY24 1354490268	972,738.38
CALPERS Total													1,040,026.98
CAL-STEAM	04/02/2024	930758	PO240410	01	8150	0	0000	8110	4320	090	741	4955668	748.08
CAL-STEAM	04/02/2024	930758	PO240410	01	8150	0	0000	8110	4320	090	741	CM414332	(185.26)
CAL-STEAM	04/02/2024	930758	PO240410	01	8150	0	0000	8110	4320	090	741	CM415071	(82.53)
CAL-STEAM	04/16/2024	933392	PO240410	01	8150	0	0000	8110	4320	090	741	4989575	1,139.48
CAL-STEAM	04/16/2024	933392	PO240410	01	8150	0	0000	8110	4320	090	741	4989599	59.04
CAL-STEAM	04/16/2024	933392	PO240410	01	8150	0	0000	8110	4320	090	741	4989599-1	69.41
CAL-STEAM	04/23/2024	934997	PO240410	01	8150	0	0000	8110	4320	090	741	4992566	598.11
CAL-STEAM	04/23/2024	934997	PO240410	01	8150	0	0000	8110	4320	090	741	4969028	148.00
CAL-STEAM	04/23/2024	934997	PO240410	01	8150	0	0000	8110	4320	090	741	4996936	36.15
CAL-STEAM	04/25/2024	936701	PO240410	01	8150	0	0000	8110	4320	090	741	5016520	138.39
CAL-STEAM Total													2,668.87
CAM EDUCATIONAL SERVICES LLC	04/09/2024	932230	PO241166	01	2600	0	0000	8200	5899	090	358	SSFU-0009	68,215.00
CAM EDUCATIONAL SERVICES LLC	04/18/2024	934036	PO241166	01	2600	0	0000	8200	5899	090	358	SSFU-0010	68,215.00
CAM EDUCATIONAL SERVICES LLC Total													136,430.00
CANON SOLUTIONS AMERICA INC	04/02/2024	930759	PO240313	01	0000	0	0000	2424	5899	090	735	6006993167	3,466.87
CANON SOLUTIONS AMERICA INC	04/09/2024	932192	PO240313	01	0000	0	0000	2424	5899	090	735	6006041482	4,243.94
CANON SOLUTIONS AMERICA INC Total													7,710.81
CARLINO, DEBORAH	04/11/2024	932838	PV240958	01	3010	0	1110	1000	5815	008	301	489 ALCATRAZ524	931.20
CARLINO, DEBORAH Total													931.20
CBF INC.	04/25/2024	936674	PO240217	01	0000	0	0000	2424	5600	090	735	49402	426.00

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CBF INC.	04/04/2024	931433	PO242079	01	8150	0	0000	8110	5899	090	741	48907	16,788.00
CBF INC. Total													17,214.00
CDW GOVERNMENT INC	04/04/2024	931452	PO240216	01	0000	0	0000	2424	4320	090	735	QJ11064	197.23
CDW GOVERNMENT INC	04/11/2024	932822	PO240216	01	0000	0	0000	2424	4320	090	735	QK20588	90.33
CDW GOVERNMENT INC	04/16/2024	933393	PO240216	01	0000	0	0000	2424	4320	090	735	QM61808	206.70
CDW GOVERNMENT INC	04/16/2024	933393	PO240216	01	0000	0	0000	2424	4320	090	735	QL59601	95.37
CDW GOVERNMENT INC	04/16/2024	933393	PO242586	01	0801	0	1110	1000	4320	033	180	QL37385	507.64
CDW GOVERNMENT INC	04/16/2024	933393	PO242586	01	0801	0	1110	1000	4320	033	180	QK85373	761.47
CDW GOVERNMENT INC	04/23/2024	935026	PO242586	01	0801	0	1110	1000	4320	033	180	QN04684	1,481.20
CDW GOVERNMENT INC	04/30/2024	937689	PO240216	01	0000	0	0000	2424	4320	090	735	QT19232	144.33
CDW GOVERNMENT INC	04/30/2024	937689	PO240216	01	0000	0	0000	2424	4320	090	735	QS87286	313.12
CDW GOVERNMENT INC	04/30/2024	937689	PO240216	01	0000	0	0000	2424	4320	090	735	QT56455	41.20
CDW GOVERNMENT INC	04/02/2024	930794	PO242561	01	0000	0	1110	1000	4420	007	070	QH44074	1,111.94
CDW GOVERNMENT INC	04/30/2024	937689	PO242516	01	3010	0	1110	1000	4420	022	301	QL21478	2,615.03
CDW GOVERNMENT INC	04/30/2024	937689	PO242555	01	0000	0	0000	2424	4420	006	735	QS85372	27,351.77
CDW GOVERNMENT INC	04/30/2024	937689	PO242555	01	0000	0	0000	2424	4420	006	735	QQ91400	5,845.08
CDW GOVERNMENT INC	04/30/2024	937689	PO242555	01	0000	0	1110	1000	4420	006	070	QQ91400	2,000.00
CDW GOVERNMENT INC	04/30/2024	937689	PO242686	01	0801	0	1110	1000	4420	013	180	QN63364	811.98
CDW GOVERNMENT INC	04/30/2024	937689	PO242773	01	0801	0	1110	1000	4420	009	180	QR52519	609.81
CDW GOVERNMENT INC Total													44,184.20
CELILLO, SHARON	04/04/2024	931426	PV240928	01	0801	0	1110	1000	4320	033	180	436 BKFAST PARK	27.04
CELILLO, SHARON	04/16/2024	933401	PV240967	01	0801	0	1110	1000	4320	033	123	450SNAK HMWK	97.83
CELILLO, SHARON	04/25/2024	936677	CM240044	01	0801	0	1110	1000	5220	033	180	230000285 (R)	(66.40)
CELILLO, SHARON	04/25/2024	936677	PV241026	01	0801	0	1110	1000	5220	033	180	SEP23 MILEAGE154	25.66
CELILLO, SHARON	04/25/2024	936677	PV241027	01	0801	0	1110	1000	5220	033	180	OCT23 MILEAGE153	25.40
CELILLO, SHARON	04/25/2024	936677	PV241028	01	0801	0	1110	1000	5220	033	180	NOV23 MILEAGE152	84.26
CELILLO, SHARON	04/25/2024	936677	PV241029	01	0801	0	1110	1000	5220	033	180	APR24 MILEAGE149	53.88
CELILLO, SHARON	04/25/2024	936677	PV241031	01	0801	0	1110	1000	5220	033	180	FEB24 MILEAGE151	78.68
CELILLO, SHARON	04/23/2024	935063	PV241013	01	0801	0	1110	1000	5899	033	180	514 PARKING	6.75
CELILLO, SHARON Total													333.10
CENGAGE LEARNING	04/04/2024	931444	CM240038	01	0801	0	4760	1000	4200	090	123	NO. 84071014	(4,242.27)
CENGAGE LEARNING	04/04/2024	931444	CM240039	01	0801	0	4760	1000	4200	090	123	NO. 84048699	(7,703.85)
CENGAGE LEARNING	04/04/2024	931444	PO241584	01	6266	0	1110	1000	4200	090	341	82955585	6,655.50
CENGAGE LEARNING	04/04/2024	931444	PO241584	01	6266	0	1110	1000	4200	090	341	82953438	8,107.50
CENGAGE LEARNING	04/04/2024	931444	PV240923	01	0801	0	4760	1000	4200	090	123	NO. 83877322	5,231.15
CENGAGE LEARNING Total													8,048.03
CENTER FOR THE COLLABORATIVE	04/18/2024	934069	PO242599	01	3010	0	1110	1000	4200	007	301	INV252079	2,558.00
CENTER FOR THE COLLABORATIVE	04/30/2024	937709	PO242529	01	0000	0	1110	1000	4200	012	070	INV252056	504.73
CENTER FOR THE COLLABORATIVE	04/30/2024	937746	PO240090	01	0801	0	1110	1000	5801	090	172	INV245421	6,480.00
CENTER FOR THE COLLABORATIVE Total													9,542.73

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CERTIFIED LANGUAGES	04/23/2024	934992	PO241255	01	6500	0	5760	1190	5899	090	245	5782032624T	5,629.89
CERTIFIED LANGUAGES	04/23/2024	934992	PO241255	01	6500	0	5760	1190	5899	090	245	5782032524T	4,080.53
CERTIFIED LANGUAGES	04/23/2024	934992	PO241255	01	6500	0	5760	1190	5899	090	245	817056033124	33.00
CERTIFIED LANGUAGES Total													9,743.42
CERVANTES, ELIN	04/16/2024	933388	PV240963	01	6266	0	1110	1000	5210	090	341	344 NAPAWELL24	131.14
CERVANTES, ELIN Total													131.14
CERVANTES, LILIANA	04/11/2024	932839	PV240957	01	3010	0	1110	1000	4320	022	301	455SCIENCEM0324	39.85
CERVANTES, LILIANA Total													39.85
CHAN, GENEVIEVE	04/23/2024	934982	PV241007	01	0000	0	1110	1000	4322	090	762	504 TLT FOOD	22.96
CHAN, GENEVIEVE	04/16/2024	933407	PV240984	01	0000	0	1110	1000	5210	090	762	330 CUE 2024	975.07
CHAN, GENEVIEVE Total													998.03
CHAVEZ GROUP	04/09/2024	932213	PO240082	01	0000	0	0000	7110	5899	090	713	841	775.00
CHAVEZ GROUP Total													775.00
CHOWDHURY, WAZIUDDIN	04/23/2024	935031	PV241017	01	8150	0	0000	8110	5210	090	741	197 CASH CON24	186.20
CHOWDHURY, WAZIUDDIN Total													186.20
CHUN, PAUL	04/16/2024	933389	PV240956	01	3010	0	1110	1000	4320	022	301	446SCIENCEM0324	45.35
CHUN, PAUL Total													45.35
CITY AUTO SUPPLY	04/02/2024	930760	PO240288	01	8150	0	0000	8110	4320	090	741	3-005449	161.19
CITY AUTO SUPPLY	04/02/2024	930760	PO240288	01	8150	0	0000	8110	4320	090	741	3-004246	62.77
CITY AUTO SUPPLY	04/02/2024	930760	PO240288	01	8150	0	0000	8110	4320	090	741	3-004235	580.99
CITY AUTO SUPPLY	04/11/2024	932823	PO240288	01	8150	0	0000	8110	4320	090	741	3-006288	17.31
CITY AUTO SUPPLY	04/11/2024	932823	PO240288	01	8150	0	0000	8110	4320	090	741	3-007503	47.80
CITY AUTO SUPPLY	04/23/2024	935075	PO240288	01	8150	0	0000	8110	4320	090	741	3-0008480	27.29
CITY AUTO SUPPLY Total													897.35
CITY OF SAN BRUNO -	04/09/2024	932214	PO240713	01	0000	0	0000	8200	5530	090	760	630420 MAR24	724.09
CITY OF SAN BRUNO -	04/09/2024	932214	PO240713	01	0000	0	0000	8200	5530	090	760	630440 MAR24	90.37
CITY OF SAN BRUNO - Total													814.46
CITY OF SOUTH SAN FRANCISCO	04/09/2024	932197	PO242088	01	2600	0	0000	8200	5899	090	358	SVS NOV23 - JAN24	70,400.50
CITY OF SOUTH SAN FRANCISCO Total													70,400.50
CLAY PLANET	04/16/2024	933424	PO240135	01	0000	0	1207	1000	4320	033	070	228248	4,219.37
CLAY PLANET	04/23/2024	935012	PO240135	01	0000	0	1207	1000	4320	033	070	228454	120.31
CLAY PLANET	04/23/2024	935022	PO242575	01	0000	0	1207	1000	4320	032	070	228408	1,621.77
CLAY PLANET	04/25/2024	936702	PO242258	01	3010	0	1110	1000	4320	022	301	228462	1,008.84
CLAY PLANET Total													6,970.29
CLEARLITE TROPHIES	04/18/2024	934037	PO242005	01	0000	0	1202	1000	4320	033	070	91165	61.53
CLEARLITE TROPHIES	04/09/2024	932233	PO242609	01	0000	0	1202	1000	5810	033	070	91127	60.77
CLEARLITE TROPHIES Total													122.30
COIT DRAPERY & CARPET CLEANERS	04/16/2024	933425	PO242731	01	0000	0	0000	8200	5899	025	759	C-1429414	1,495.00
COIT DRAPERY & CARPET CLEANERS Total													1,495.00
CONTRACTORS ELECTRICAL	04/23/2024	935057	PO240529	01	8150	0	0000	8110	4320	090	741	7250-1175812	395.55

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CONTRACTORS ELECTRICAL Total													395.55
CORODATA SHREDDING INC.	04/18/2024	934020	PO240585	01	0000	0	0000	8200	5899	090	760	DN 1465967	737.27
CORODATA SHREDDING INC. Total													737.27
COSICO, JEFFREY	04/18/2024	934023	PV240999	01	9219	0	1230	1000	4320	032	356	506 TENNIS BALL	49.43
COSICO, JEFFREY	04/23/2024	935059	PV241025	01	9219	0	1230	1000	4320	032	356	505 PICKLE BALL	77.00
COSICO, JEFFREY Total													126.43
COUNTY COUNSEL	04/09/2024	932190	PO240085	01	0000	0	0000	3130	5889	090	503	4236	160.55
COUNTY COUNSEL	04/09/2024	932190	PO240085	01	0000	0	0000	7400	5889	090	715	4236	3,099.85
COUNTY COUNSEL	04/18/2024	934021	PO240085	01	0000	0	0000	7400	5889	090	715	4274	1,321.45
COUNTY COUNSEL	04/18/2024	934021	PO240085	01	0000	0	0000	2700	5889	090	762	4274	160.55
COUNTY COUNSEL Total													4,742.40
COUNTY OF SAN MATEO	04/02/2024	930775	PO242605	01	0000	0	1110	1000	5210	090	762	RISE 2024	220.00
COUNTY OF SAN MATEO Total													220.00
COVACHA, JONATHAN	04/18/2024	934024	PV240995	01	0000	0	1110	1000	4320	008	070	442 SUPPLYMEET0324	33.88
COVACHA, JONATHAN	04/11/2024	932862	PV240965	01	0000	0	1110	1000	4322	008	070	496 HOL ILT MEET	142.29
COVACHA, JONATHAN	04/18/2024	934024	PV240995	01	0000	0	1110	1000	4322	008	070	442 SUPPLYMEET0324	120.20
COVACHA, JONATHAN	04/25/2024	936678	PV241035	01	9010	0	1110	1000	4322	008	356	535 STAFMET OPEN	325.55
COVACHA, JONATHAN	04/30/2024	937728	PV241046	01	9010	0	1110	1000	4322	008	356	528STAF MEET HOA	154.64
COVACHA, JONATHAN Total													776.56
CRISOLO, KRIZZA MAE	04/11/2024	932826	PV240947	01	6500	0	5760	1190	4320	041	212	434 COOKSUP24	50.00
CRISOLO, KRIZZA MAE Total													50.00
CROWN CASTLE FIBER LLC	04/09/2024	932234	PO240702	01	0000	0	0000	2424	5899	090	735	1551300	6,924.23
CROWN CASTLE FIBER LLC	04/09/2024	932215	PO240703	01	0000	0	0000	2424	5899	090	735	1542194	9,804.00
CROWN CASTLE FIBER LLC Total													16,728.23
CRUZ RAMIREZ, JASMINE	04/08/2024	927338	PV240862	01	6266	0	1110	1000	5210	090	341	253 CABE FEB24	(622.45)
CRUZ RAMIREZ, JASMINE	04/09/2024	932245	PV240939	01	6266	0	1110	1000	5210	090	341	253 CABE 022024	574.82
CRUZ RAMIREZ, JASMINE Total													(47.63)
CRYSTAL COMMUNICATIONS	04/23/2024	934998	PO240302	01	0000	0	1110	1000	4320	025	070	0164965-IN	971.83
CRYSTAL COMMUNICATIONS	04/23/2024	935037	PO242672	01	0000	0	1110	1000	4320	014	070	0165020	183.83
CRYSTAL COMMUNICATIONS Total													1,155.66
CURRICULUM ASSOCIATES LLC.	04/25/2024	936703	PO242743	01	0801	0	1110	1000	4320	009	180	90811535	576.04
CURRICULUM ASSOCIATES LLC.	04/23/2024	935008	PO241158	01	0000	0	1110	1000	5210	090	762	90779377	6,000.00
CURRICULUM ASSOCIATES LLC. Total													6,576.04
DANIEL, LUANN	04/16/2024	933408	PV240981	01	0000	0	0000	2700	5899	012	480	501 TUITION ADMIN	3,000.00
DANIEL, LUANN Total													3,000.00
DAVEY TREE, THE	04/16/2024	933375	PO242503	01	8150	0	0000	8110	5899	009	741	918367987	7,000.00
DAVEY TREE, THE Total													7,000.00
DE LEON, JAMIE	04/30/2024	937679	PV241039	01	6053	0	1110	1000	5899	090	841	534 SMCCCD COURSE	1,161.00
DE LEON, JAMIE Total													1,161.00
DECKER EQUIPMENT	04/02/2024	930761	PO242393	01	0000	0	1110	1000	4320	021	070	570043A	1,540.20

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DECKER EQUIPMENT Total													1,540.20
DELL MARKETING L.P.	04/23/2024	935038	PO242776	01	0801	0	1110	1000	4320	009	180	10743582020	1,648.65
DELL MARKETING L.P.	04/02/2024	930762	PO242483	01	3218	0	1110	1000	4420	021	439	10738606968	1,467.20
DELL MARKETING L.P.	04/23/2024	935038	PO242752	01	8150	0	0000	8110	4420	090	741	10743415200	3,582.00
DELL MARKETING L.P.	04/30/2024	937690	PO242634	01	0000	0	3200	1000	4420	031	070	10741628051	1,683.70
DELL MARKETING L.P.	04/30/2024	937749	PO242749	01	0000	0	1110	1000	4420	025	070	1074192001	3,367.43
DELL MARKETING L.P.	04/30/2024	937690	PO242751	01	8150	0	0000	8110	4420	090	741	10741942010	1,683.70
DELL MARKETING L.P. Total													13,432.68
DEMCO INC.	04/16/2024	933426	PO242537	01	0000	0	1110	2421	4320	033	451	7456820	106.60
DEMCO INC. Total													106.60
DESIGN PRINT BANNER LLC	04/18/2024	934081	PV241009	01	0000	0	1110	1000	5810	021	070	US307566921705699476-1	429.90
DESIGN PRINT BANNER LLC Total													429.90
DIAZ, MICHAEL ANTHONY	04/09/2024	932220	PV240936	01	6387	0	3800	1000	4320	033	CIG	476 UCDAVIS BIO24	268.19
DIAZ, MICHAEL ANTHONY	04/30/2024	937729	PV241044	01	9010	0	1110	1000	4320	090	360	517 BIOTECH LAB	145.37
DIAZ, MICHAEL ANTHONY	04/30/2024	937729	PV241045	01	9010	0	1110	1000	4320	090	360	537BIOTECH CHOCO	84.76
DIAZ, MICHAEL ANTHONY	04/18/2024	934076	PV240989	01	9010	0	1110	1000	5210	090	360	363 BCSI 2024	57.25
DIAZ, MICHAEL ANTHONY	04/30/2024	937729	PV241051	01	9010	0	1110	1000	5815	090	360	515 BART BERKLEY	88.00
DIAZ, MICHAEL ANTHONY Total													643.57
DISCOUNT SCHOOL SUPPLY	04/09/2024	932224	PO242547	01	9010	0	1110	1000	4320	002	356	P42765760102	162.23
DISCOUNT SCHOOL SUPPLY	04/09/2024	932224	PO242547	01	9010	0	1110	1000	4320	002	356	P42765760101	45.33
DISCOUNT SCHOOL SUPPLY Total													207.56
DOCUMENT TRACKING SERVICES	04/04/2024	931440	PO242620	01	0000	0	0000	3900	5813	090	305	9408009	11,703.00
DOCUMENT TRACKING SERVICES	04/09/2024	932231	PO242620	01	0000	0	0000	3900	5813	090	305	#T-940800013	732.24
DOCUMENT TRACKING SERVICES Total													12,435.24
DOOLEY CORPORATION	04/18/2024	934067	PO240795	01	6500	0	5760	1190	5870	090	245	9201	665.00
DOOLEY CORPORATION Total													665.00
DUNN-EDWARDS CORPORATION	04/04/2024	931453	PO240412	01	8150	0	0000	8110	4320	090	741	2020A04100	293.27
DUNN-EDWARDS CORPORATION	04/11/2024	932851	PO240412	01	8150	0	0000	8110	4320	090	741	2020A04356	68.47
DUNN-EDWARDS CORPORATION	04/18/2024	934082	PO240412	01	8150	0	0000	8110	4320	090	741	2020A24615	768.02
DUNN-EDWARDS CORPORATION	04/30/2024	937721	PO240412	01	8150	0	0000	8110	4320	090	741	2020A05011	678.99
DUNN-EDWARDS CORPORATION Total													1,808.75
EAST BAY RESTAURANT SUPPLY INC	04/30/2024	937715	PO240651	01	7032	0	0000	3700	4320	090	820	SI1050518	6,184.87
EAST BAY RESTAURANT SUPPLY INC Total													6,184.87
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	672230	252.71
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	691666	219.75
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	689468	175.80
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	683675	147.80
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	689463	1,149.30
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	689466	618.97
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	693614	944.94

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EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	693618	197.78
EDUCATION TEAM, THE	04/02/2024	930776	PO241863	01	0000	0	0000	7400	5899	090	715	695839	659.26
EDUCATION TEAM, THE	04/09/2024	932216	PO241863	01	0000	0	0000	7400	5899	090	715	695836	1,318.51
EDUCATION TEAM, THE	04/09/2024	932216	PO241863	01	0000	0	0000	7400	5899	090	715	693619	1,571.23
EDUCATION TEAM, THE	04/09/2024	932235	PO241863	01	0000	0	0000	7400	5899	090	715	695841	1,541.92
EDUCATION TEAM, THE	04/11/2024	932824	PO241863	01	0000	0	0000	7400	5899	090	715	698476	1,615.18
EDUCATION TEAM, THE	04/11/2024	932824	PO241863	01	0000	0	0000	7400	5899	090	715	700607	175.80
EDUCATION TEAM, THE	04/11/2024	932824	PO241863	01	0000	0	0000	7400	5899	090	715	700605	600.64
EDUCATION TEAM, THE	04/11/2024	932824	PO241863	01	0000	0	0000	7400	5899	090	715	700606	241.73
EDUCATION TEAM, THE	04/11/2024	932824	PO241863	01	0000	0	0000	7400	5899	090	715	700601	1,318.52
EDUCATION TEAM, THE	04/23/2024	935009	PO241863	01	0000	0	0000	7400	5899	090	715	702211	300.32
EDUCATION TEAM, THE	04/23/2024	935009	PO241863	01	0000	0	0000	7400	5899	090	715	702207	988.89
EDUCATION TEAM, THE Total													14,039.05
EIDE BAILLY LLP	04/23/2024	935010	PO240072	01	0000	0	0000	7190	5887	090	717	EI01661238	22,000.00
EIDE BAILLY LLP Total													22,000.00
EMPLOYMENT DEVELOPMENT DEPT	04/09/2024	932238	PV240940	01	0000	0	0000	0000	9565	000		SUI Q4-2024	12,366.79
EMPLOYMENT DEVELOPMENT DEPT Total													12,366.79
ERIC ARMIN INC	04/23/2024	935058	PO242744	01	0801	0	1110	1000	4320	009	180	INV1344154	889.12
ERIC ARMIN INC Total													889.12
ESPECIAL NEEDS LLC	04/02/2024	930825	PO241764	01	9010	0	5760	1190	4420	090	350	329505	1,296.22
ESPECIAL NEEDS LLC Total													1,296.22
EVENTGROOVE	04/23/2024	935011	PO242343	01	9219	0	1208	1000	5810	032	356	10256797	103.21
EVENTGROOVE Total													103.21
EVERDRIVEN TECHNOLOGIES LLC	04/23/2024	934993	PO240471	01	0000	0	5760	3600	5820	090	781	51048	28,891.34
EVERDRIVEN TECHNOLOGIES LLC	04/23/2024	934993	PO240471	01	0000	0	5760	3600	5820	090	781	50542	36,609.22
EVERDRIVEN TECHNOLOGIES LLC	04/23/2024	934993	PO240471	01	0000	0	5760	3600	5820	090	781	50782	36,688.24
EVERDRIVEN TECHNOLOGIES LLC	04/23/2024	934993	PO240471	01	0000	0	5760	3600	5820	090	781	1334-03/2024 FUEL	2,958.63
EVERDRIVEN TECHNOLOGIES LLC Total													105,147.43
EVERY SPECIAL CHILD LLC	04/23/2024	934994	PO240901	01	6500	0	5760	1190	5899	090	245	INV#160-03202324	28,595.00
EVERY SPECIAL CHILD LLC Total													28,595.00
EWING IRRIGATION PRODUCTS INC	04/23/2024	935076	PO240395	01	8150	0	0000	8110	4320	090	741	21928344	890.85
EWING IRRIGATION PRODUCTS INC Total													890.85
FAGEN FRIEDMAN & FULFROST LLP	04/18/2024	934083	PO240352	01	6500	0	5760	1190	5889	090	245	220839	182.50
FAGEN FRIEDMAN & FULFROST LLP	04/18/2024	934083	PO240352	01	0000	0	0000	7400	5889	090	715	220839	1,950.00
FAGEN FRIEDMAN & FULFROST LLP Total													2,132.50
FEBRES, PRECIOSA	04/16/2024	933379	PV240946	01	6500	0	5760	1190	4320	090	245	452 FOOD WBMS24	45.96
FEBRES, PRECIOSA Total													45.96
FIRST ALARM	04/16/2024	933394	PO241563	01	8150	0	0000	8300	5806	090	741	813846	1,545.99
FIRST ALARM Total													1,545.99
FLORES, DANIEL	04/30/2024	937760	PV241052	01	9113	0	1110	1000	5899	033	356	542 SCHOLARSHIP	50.00

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FLORES, DANIEL Total													50.00
FLORES, JUANITA	04/16/2024	933402	PV240973	01	3010	0	1110	1000	4320	008	301	487 UNIFORM STU	60.38
FLORES, JUANITA	04/02/2024	930751	PV240912	01	6266	0	1110	1000	5210	090	341	304CSEA LA2024	704.99
FLORES, JUANITA	04/23/2024	935064	PV241018	01	0000	0	0000	2700	5220	090	762	391 WOMENCON24	23.85
FLORES, JUANITA Total													789.22
FLYERS ENERGY LLC	04/09/2024	932236	PO240385	01	8150	0	0000	8110	4320	090	741	24-038431	9,522.14
FLYERS ENERGY LLC Total													9,522.14
FOLLETT CONTENT SOLUTIONS	04/02/2024	930763	PO242482	01	3218	0	1110	1000	4200	021	439	355972	2,029.07
FOLLETT CONTENT SOLUTIONS	04/02/2024	930763	PO242482	01	3218	0	1110	1000	4200	021	439	355972A	362.29
FOLLETT CONTENT SOLUTIONS Total													2,391.36
FOLLETT CONTENT SOLUTIONS LLC	04/11/2024	932852	PO242569	01	0801	0	1110	1000	4200	008	123	370025	113.92
FOLLETT CONTENT SOLUTIONS LLC	04/18/2024	934022	PO242151	01	9010	0	1110	1000	4200	006	356	338245F	141.14
FOLLETT CONTENT SOLUTIONS LLC	04/18/2024	934022	PO242151	01	9010	0	1110	1000	4200	006	356	338245	397.07
FOLLETT CONTENT SOLUTIONS LLC	04/18/2024	934022	PO242264	01	0801	0	1110	1000	4200	033	180	347476F	1,533.64
FOLLETT CONTENT SOLUTIONS LLC	04/30/2024	937774	PO242342	01	0000	0	1110	2421	4200	012	451	354297F	142.39
FOLLETT CONTENT SOLUTIONS LLC	04/30/2024	937774	PO242342	01	0000	0	1110	2421	4200	012	451	354297	349.83
FOLLETT CONTENT SOLUTIONS LLC	04/30/2024	937774	PO242573	01	3010	0	1110	1000	4200	022	301	370022	800.59
FOLLETT CONTENT SOLUTIONS LLC Total													3,478.58
GLOWFORGE INC.	04/25/2024	936676	PO242741	01	9010	0	1110	1000	4420	022	431	IN-790538	4,938.39
GLOWFORGE INC. Total													4,938.39
GNXCOR USA INC.	04/18/2024	934073	PO241176	01	0000	0	0000	8200	5899	090	760	6018880	190.00
GNXCOR USA INC. Total													190.00
GOLDSTEIN, ROB	04/09/2024	932209	PV240929	01	0000	0	1110	1000	4320	021	070	457 PHOTOLIGHT	96.70
GOLDSTEIN, ROB Total													96.70
GOPHER SPORTS	04/23/2024	935077	PO242572	01	3010	0	1110	1000	4320	022	301	#IN362691	2,042.52
GOPHER SPORTS	04/23/2024	935077	PO242592	01	0000	0	1110	1000	4320	014	070	#IN362821	502.95
GOPHER SPORTS	04/30/2024	937722	PO241989	01	0801	0	1110	1000	4320	021	180	#IN352622	1,277.25
GOPHER SPORTS	04/30/2024	937722	PO241989	01	0801	0	1110	1000	4420	021	180	#IN352622	1,302.00
GOPHER SPORTS Total													5,124.72
GOW SUPPLY COMPANY	04/18/2024	934084	PO240446	01	8150	0	0000	8110	4320	090	741	468589	168.23
GOW SUPPLY COMPANY Total													168.23
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240153	01	0000	0	9744	8400	4320	032	322	57264	22.25
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240153	01	0000	0	9744	8400	4320	032	322	M52523	32.41
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240301	01	0000	0	1227	1000	4320	025	070	M54509	29.52
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240153	01	0000	0	9744	8400	5600	032	322	57264	75.00
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240153	01	0000	0	9744	8400	5600	032	322	M52523	24.42
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240153	01	9010	0	1215	1000	5600	032	322	M52523	150.58
GRAHAM, RONALD MICHAEL	04/09/2024	932237	PO240301	01	0000	0	1227	1000	5600	025	070	M54509	250.00
GRAHAM, RONALD MICHAEL Total													584.18
GRAINGER	04/04/2024	931446	PO240405	01	8150	0	0000	8110	4320	090	741	9057031164	99.26

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GRAINGER	04/04/2024	931446	PO240405	01	8150	0	0000	8110	4320	090	741	9058545733	104.34
GRAINGER	04/04/2024	931446	PO240405	01	8150	0	0000	8110	4320	090	741	9057877897	43.03
GRAINGER	04/04/2024	931446	PO240405	01	8150	0	0000	8110	4320	090	741	9054994117	65.14
GRAINGER	04/09/2024	932198	PO240405	01	8150	0	0000	8110	4320	090	741	9060738995	100.99
GRAINGER	04/09/2024	932217	PO240405	01	8150	0	0000	8110	4320	090	741	7119841109	4,454.84
GRAINGER	04/11/2024	932853	PO240405	01	8150	0	0000	8110	4320	090	741	9069428317	37.91
GRAINGER	04/16/2024	933377	PO240405	01	8150	0	0000	8110	4320	090	741	9065952302	183.50
GRAINGER	04/23/2024	935027	PO240405	01	8150	0	0000	8110	4320	090	741	9078010197	246.38
GRAINGER	04/23/2024	935027	PO240405	01	8150	0	0000	8110	4320	090	741	9071518725	499.38
GRAINGER	04/23/2024	935027	PO240405	01	8150	0	0000	8110	4320	090	741	9071518733	161.20
GRAINGER	04/23/2024	935027	PO240405	01	8150	0	0000	8110	4320	090	741	9071380506	44.37
GRAINGER	04/30/2024	937723	PO240405	01	8150	0	0000	8110	4320	090	741	9080972889	20.81
GRAINGER Total													6,061.15
GREEN CAB PENINSULA	04/18/2024	934068	PO240798	01	0000	0	5760	3600	5820	090	781	2227	6,000.00
GREEN CAB PENINSULA	04/18/2024	934068	PO240798	01	0000	0	5760	3600	5820	090	781	2403	6,000.00
GREEN CAB PENINSULA Total													12,000.00
GUERRERO, CLAUDIA	04/11/2024	932840	PV240961	01	6266	0	1110	1000	5210	090	341	232 CABE 2024	1,845.25
GUERRERO, CLAUDIA Total													1,845.25
GUILFORD PUBLICATIONS	04/02/2024	930795	PO242207	01	6500	0	5760	1190	4320	090	245	2402501	160.33
GUILFORD PUBLICATIONS Total													160.33
HAHN, MATTHEW	04/23/2024	935035	PV241008	01	0000	0	1110	1000	5210	090	762	259 CUESPR2024	1,437.10
HAHN, MATTHEW Total													1,437.10
HALF-PINT KIDS INC.	04/30/2024	937726	PO242771	01	3010	0	1110	1000	4200	007	301	24-210	1,380.96
HALF-PINT KIDS INC. Total													1,380.96
HALL, PATRICIA	04/30/2024	937766	PO242876	01	0000	0	0000	2140	5801	090	762	420	860.00
HALL, PATRICIA Total													860.00
HANSEL, AMY	04/23/2024	935028	PV241010	01	0000	0	0000	0000	9589	000		230000511	656.97
HANSEL, AMY Total													656.97
HEGGERTY PHONEMIC AWARENESS	04/30/2024	937724	PO242440	01	0000	0	1110	1000	4200	012	070	346003	241.67
HEGGERTY PHONEMIC AWARENESS	04/30/2024	937724	PO242524	01	0000	0	1110	1000	4200	012	070	346308	523.40
HEGGERTY PHONEMIC AWARENESS	04/30/2024	937750	PO242673	01	0000	0	1110	1000	4320	012	070	346061	170.97
HEGGERTY PHONEMIC AWARENESS Total													936.04
HERFF JONES LLC	04/02/2024	930796	PO240147	01	0000	0	1110	1000	4320	032	070	1210961	3,911.40
HERFF JONES LLC	04/09/2024	932218	PO240147	01	0000	0	1110	1000	4320	032	070	1210207	2,398.05
HERFF JONES LLC Total													6,309.45
HERNANDEZ, NORMA	04/11/2024	932863	PV240974	01	6500	0	5760	2490	5820	090	245	FEB24 MILEAGE107	61.88
HERNANDEZ, NORMA Total													61.88
HEW, MARIANNE	04/18/2024	934025	PV241001	01	6266	0	1110	1000	5210	090	341	346 NAPAWELL24	954.52
HEW, MARIANNE	04/30/2024	937759	PV241053	01	0000	0	1110	1000	5210	090	762	427 AI CONF RIDE	9.11
HEW, MARIANNE Total													963.63

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HILLYARD	04/02/2024	930743	PO240212	01	0000	0	0000	8200	4320	031	759	605420638	453.84
HILLYARD	04/02/2024	930743	PO240212	01	6500	0	5760	1190	4320	041	212	605420638	302.56
HILLYARD	04/02/2024	930743	PO240212	01	0000	0	0000	8200	4320	031	759	605313073	89.43
HILLYARD	04/02/2024	930743	PO240212	01	6500	0	5760	1190	4320	041	212	605313073	59.62
HILLYARD	04/04/2024	931434	PO240212	01	0000	0	0000	8200	4320	031	759	605430824	168.07
HILLYARD	04/04/2024	931434	PO240212	01	6500	0	5760	1190	4320	041	212	605430824	112.05
HILLYARD	04/04/2024	931434	PO240212	01	0000	0	0000	8200	4320	031	759	605424765	270.32
HILLYARD	04/04/2024	931434	PO240212	01	6500	0	5760	1190	4320	041	212	605424765	180.21
HILLYARD	04/11/2024	932854	PO240074	01	0000	0	0000	8200	4320	010	759	605436187	1,226.18
HILLYARD	04/11/2024	932854	PO240091	01	0000	0	0000	8200	4320	032	759	605443453	1,773.82
HILLYARD	04/11/2024	932854	PO240586	01	0000	0	0000	8200	4320	008	759	605443455	443.46
HILLYARD	04/16/2024	933395	PO240212	01	0000	0	0000	8200	4320	031	759	605443454	186.25
HILLYARD	04/16/2024	933395	PO240212	01	6500	0	5760	1190	4320	041	212	605443454	124.17
HILLYARD	04/18/2024	934038	PO240303	01	0000	0	0000	8200	4320	025	759	605406247	266.07
HILLYARD	04/18/2024	934038	PO240303	01	0000	0	0000	8200	4320	025	759	605399456	1,063.28
HILLYARD	04/18/2024	934074	PO240854	01	0000	0	0000	8200	4320	002	759	605446749	784.35
HILLYARD	04/18/2024	934038	PO240887	01	0000	0	0000	8200	4320	007	759	605433494	1,729.98
HILLYARD	04/23/2024	935062	PO240286	01	0000	0	0000	8200	4320	090	760	605451134	3,266.72
HILLYARD	04/23/2024	935062	PO240303	01	0000	0	0000	8200	4320	025	759	605449672	2,162.77
HILLYARD	04/30/2024	937751	PO240176	01	0000	0	0000	8200	4320	022	759	605460626	1,363.81
HILLYARD	04/30/2024	937751	PO240286	01	0000	0	0000	8200	4320	090	760	605460628	816.68
HILLYARD	04/30/2024	937751	PO240870	01	0000	0	0000	8200	4320	012	759	605457954	578.89
HILLYARD	04/30/2024	937751	PO241370	01	0000	0	0000	8200	4320	009	759	605460627	703.74
HILLYARD Total													18,126.27
HITCHCOCK, ROSANNE	04/18/2024	934026	PV240993	01	0803	0	4760	1000	4320	090	338	488CAFE 032024	14.96
HITCHCOCK, ROSANNE	04/02/2024	930798	PV240911	01	6266	0	1110	1000	5210	090	341	301 CSEA LA2024	455.09
HITCHCOCK, ROSANNE	04/18/2024	934026	PV240994	01	0803	0	4760	1000	5220	090	338	139 MILEAGE0324	18.23
HITCHCOCK, ROSANNE	04/30/2024	937680	PV241040	01	0000	0	0000	2700	5220	090	762	389 CSM-WOMEN	20.10
HITCHCOCK, ROSANNE Total													508.38
HOME DEPOT CREDIT SERVICES	04/04/2024	931435	PO240394	01	8150	0	0000	8110	4320	090	741	6035 3225 0255 4250MAR24	2,674.49
HOME DEPOT CREDIT SERVICES	04/30/2024	937676	PO240394	01	8150	0	0000	8110	4320	090	741	6035 3225 0255 4250APR24	4,693.98
HOME DEPOT CREDIT SERVICES Total													7,368.47
HOMEGROWN ATHLETX	04/02/2024	930778	PO242633	01	3218	0	1110	1000	5815	025	439	00029232	1,000.00
HOMEGROWN ATHLETX Total													1,000.00
HUNTLEY, GRACE	04/18/2024	934077	PV241003	01	6500	0	5760	2490	5820	090	230	3/24 MILEAGE 147	123.20
HUNTLEY, GRACE Total													123.20
HUNTLEY, MELANIE	04/04/2024	931427	PV240922	01	6500	0	5760	2490	5820	090	230	02/24 MILEAGE	60.97
HUNTLEY, MELANIE	04/18/2024	934027	PV241002	01	6500	0	5760	2490	5820	090	230	3/24 MILEAGE 143	95.81
HUNTLEY, MELANIE Total													156.78
IDENTISYS INCORPORATED	04/18/2024	934070	PO242813	01	0000	0	0000	7400	4320	090	715	653727	97.02

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IDENTISYS INCORPORATED	04/18/2024	934070	PO242813	01	0000	0	0000	7400	4320	090	716	653727	97.03
IDENTISYS INCORPORATED Total													194.05
IMPERIAL DADE	04/02/2024	930800	PO242596	01	0000	0	0000	0000	9320	000		16224625	863.62
IMPERIAL DADE Total													863.62
INTERLIGHT INTERNATIONAL LIGHT	04/30/2024	937752	PO240550	01	8150	0	0000	8110	4320	090	741	SO-4005293	483.59
INTERLIGHT INTERNATIONAL LIGHT Total													483.59
J.W. PEPPER & SON INC	04/16/2024	933427	PO240304	01	0000	0	1227	1000	4320	025	070	366183369	49.44
J.W. PEPPER & SON INC	04/18/2024	934085	PO240092	01	0000	0	1110	1000	4320	032	322	366378168	29.00
J.W. PEPPER & SON INC	04/18/2024	934085	PO240092	01	0000	0	1110	1000	4320	032	322	366334502	53.00
J.W. PEPPER & SON INC Total													131.44
JACKSON, CLARE	04/16/2024	933380	PV240954	01	6266	0	1110	1000	5210	090	341	289 IIRP SAN DIEGO	684.28
JACKSON, CLARE Total													684.28
JOHN THE SIGN GUY LLC	04/23/2024	935024	PO240561	01	8150	0	0000	8110	4320	090	741	23599	818.68
JOHN THE SIGN GUY LLC Total													818.68
JOHNSON, JULIET	04/02/2024	930753	PV240905	01	5634	0	1110	1000	4320	090	359	458 CLO/SHO0324	171.39
JOHNSON, JULIET	04/04/2024	931437	PV240916	01	3182	0	1110	1000	4320	031	387	462 PANERA0224	25.15
JOHNSON, JULIET Total													196.54
JOHNSON, MINDY	04/11/2024	932864	PV240968	01	6500	0	5760	1190	5220	090	245	NOV23 MILEAGE116	34.51
JOHNSON, MINDY	04/11/2024	932864	PV240969	01	6500	0	5760	1190	5220	090	245	DEC23 MILEAGE117	28.42
JOHNSON, MINDY	04/11/2024	932864	PV240971	01	6500	0	5760	1190	5220	090	245	FEB24 MILEAGE119	31.20
JOHNSON, MINDY	04/16/2024	933403	PV240970	01	6500	0	5760	1190	5220	090	245	JAN24 MILEAGE118	31.20
JOHNSON, MINDY Total													125.33
JUNGLE JUMPAROO	04/02/2024	930797	PO241876	01	9010	0	5760	1190	4320	090	350	11098	166.13
JUNGLE JUMPAROO Total													166.13
KBA DOCUMENT SOLUTIONS LLC	04/11/2024	932825	PO240835	01	0000	0	1110	1000	5600	090	722	55Y1446413	6,552.22
KBA DOCUMENT SOLUTIONS LLC Total													6,552.22
KELLER SUPPLY COMPANY	04/09/2024	932219	PO240453	01	8150	0	0000	8110	4320	090	741	S022743835.001	110.91
KELLER SUPPLY COMPANY Total													110.91
KELLY SPICERS INC.	04/16/2024	933428	PO242600	01	0801	0	1110	1000	4320	013	180	11579579	2,205.74
KELLY SPICERS INC. Total													2,205.74
KELLY SPICERS STORES	04/02/2024	930826	PO242593	01	0000	0	1110	1000	4320	014	070	11577033	1,326.74
KELLY SPICERS STORES	04/04/2024	931436	PO241690	01	0000	0	1110	1000	4320	010	070	11569486	79.22
KELLY SPICERS STORES	04/23/2024	935014	PO240305	01	0000	0	1110	1000	4320	025	070	11592679	2,663.92
KELLY SPICERS STORES	04/30/2024	937677	PO240541	01	0000	0	1110	1000	4320	021	070	11603773	2,578.23
KELLY SPICERS STORES Total													6,648.11
KNOX RAPID ENTRY SYSTEM	04/18/2024	934075	PO242581	01	8150	0	0000	8110	4320	090	741	INV-KA-279007	485.66
KNOX RAPID ENTRY SYSTEM Total													485.66
KROL, DANIELLE	04/23/2024	935036	PV241004	01	6500	0	5760	2490	5820	090	230	FEB24 MILEAGE136	265.32
KROL, DANIELLE Total													265.32
KRUG, FRANCES S	04/18/2024	934040	PV240985	01	0000	0	0000	7600	3701	090	810	4TH QTR FY 23-24 CERTIFICA	1,682.19

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KRUG, FRANCES S Total													1,682.19
KUWADA, LOLETA	04/18/2024	934028	PV240998	01	0000	0	1110	1000	4320	090	762	508 MACBK0424	18.73
KUWADA, LOLETA	04/23/2024	935065	PV241016	01	0000	0	1110	1000	4320	090	323	507 ART SUPPLY	45.04
KUWADA, LOLETA Total													63.77
LAKESHORE LEARNING	04/02/2024	930805	PO242542	01	0000	0	1110	1000	4320	014	070	332920032024	1,434.20
LAKESHORE LEARNING	04/18/2024	934046	PO242658	01	3010	0	1110	1000	4320	013	301	379395040424	575.01
LAKESHORE LEARNING Total													2,009.21
LAMBERT-CONNOLLY, MICHELLE	04/23/2024	935032	PV241014	01	3010	0	1110	1000	4320	022	301	516 ECLIPSE GLASS	90.55
LAMBERT-CONNOLLY, MICHELLE Total													90.55
LANGUAGE DYNAMICS	04/09/2024	932182	PO242307	01	9010	0	5001	3150	4200	090	350	44218	338.00
LANGUAGE DYNAMICS	04/09/2024	932182	PO242307	01	9010	0	5001	3150	4200	090	350	44218-1	20.82
LANGUAGE DYNAMICS Total													358.82
LATINX PARENTING LLC	04/16/2024	933411	PO242598	01	0801	0	1110	1000	5210	022	123	266	1,191.00
LATINX PARENTING LLC Total													1,191.00
LAVEGLIA, CHRISTOPHER	04/09/2024	932210	PV240926	01	6266	0	1110	1000	5210	090	341	288 IIRP SDIEGO 24	315.18
LAVEGLIA, CHRISTOPHER Total													315.18
LAWSON PRODUCTS INC	04/09/2024	932200	PO240403	01	8150	0	0000	8110	4320	090	741	9311411351	37.10
LAWSON PRODUCTS INC	04/09/2024	932200	PO240403	01	8150	0	0000	8110	4320	090	741	9311411351-1	11.99
LAWSON PRODUCTS INC Total													49.09
LEADER SERVICES	04/18/2024	934052	PV240992	01	9010	0	5001	3900	5899	090	350	CDS 6664	452.40
LEADER SERVICES Total													452.40
LEDFORD, GABRIELA	04/23/2024	935033	PV241011	01	0000	0	1219	1000	4320	033	070	521GROCER 0424	25.98
LEDFORD, GABRIELA	04/23/2024	935078	PV241024	01	0000	0	1219	1000	4320	033	070	510 GROCER0424	105.85
LEDFORD, GABRIELA	04/25/2024	936680	PV241030	01	0000	0	1219	1000	4320	033	070	523 GROCER 0424	21.98
LEDFORD, GABRIELA Total													153.81
LINCOLN AQUATICS	04/25/2024	936684	PO240398	01	8150	0	0000	8110	4320	090	741	SL046755	1,317.78
LINCOLN AQUATICS Total													1,317.78
LINDAMOOD-BELL	04/18/2024	934064	PO242251	01	0000	0	0000	7602	5888	090	726	SIN400696	7,016.52
LINDAMOOD-BELL Total													7,016.52
LOUDAN, ROSELLE MARIE	04/02/2024	930764	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23-24-_19	1,774.47
LOUDAN, ROSELLE MARIE	04/16/2024	933396	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23-24_20	1,419.57
LOUDAN, ROSELLE MARIE	04/30/2024	937767	PO240307	01	0801	0	0000	2700	5801	090	LIFT	23-24_21	1,419.57
LOUDAN, ROSELLE MARIE Total													4,613.61
LOWE'S BUSINESS ACCOUNT/SYNCB	04/02/2024	930779	PO240393	01	8150	0	0000	8110	4320	090	741	821 3105 920566 1 MAR24	4,367.59
LOWE'S BUSINESS ACCOUNT/SYNCB	04/02/2024	930779	PO242245	01	9010	0	1110	1000	4320	010	356	821 3105 920566 1 -1 MAR24	160.41
LOWE'S BUSINESS ACCOUNT/SYNCB Total													4,528.00
MAEDA, GAVIN	04/16/2024	933409	PV240978	01	0000	0	1110	1000	5210	090	762	343AMP CA METUP	151.35
MAEDA, GAVIN Total													151.35
MARENEM INC.	04/02/2024	930819	PO242514	01	3010	0	1110	1000	4320	013	301	15897	359.70
MARENEM INC. Total													359.70

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MARSAW, HEAVENLEI	04/30/2024	937730	PV241047	01	0000	0	1110	1000	4320	021	070	540CULTURECLILCAESAR	89.71
MARSAW, HEAVENLEI Total													89.71
MARTINEZ, LEILAHNIE	04/16/2024	933410	PV240980	01	0000	0	0000	2700	5210	032	070	388 FCMAT ASB	22.58
MARTINEZ, LEILAHNIE	04/30/2024	937761	PV241048	01	0000	0	0000	2700	5220	032	070	MAR24 MILEAGE159	8.04
MARTINEZ, LEILAHNIE Total													30.62
MASTER TEACHER INC	04/11/2024	932867	PO242692	01	0000	0	1110	1000	5810	008	070	116801516	102.95
MASTER TEACHER INC Total													102.95
MAXIM HEALTHCARE STAFFING	04/02/2024	930733	PO240899	01	3310	0	5760	1110	5899	090	201	E12471800132	59,380.42
MAXIM HEALTHCARE STAFFING	04/02/2024	930801	PO242231	01	0801	0	4760	1000	5899	033	128	E12637980132	1,424.25
MAXIM HEALTHCARE STAFFING	04/02/2024	930801	PO242232	01	0801	0	4760	1000	5899	022	128	E12637750132	1,484.55
MAXIM HEALTHCARE STAFFING	04/02/2024	930801	PO242234	01	0801	0	4760	1000	5899	014	124	E12638530132	1,162.35
MAXIM HEALTHCARE STAFFING	04/02/2024	930801	PO242237	01	0801	0	4760	1000	5899	008	124	E12039810132	1,094.40
MAXIM HEALTHCARE STAFFING	04/02/2024	930801	PO242237	01	0801	0	4760	1000	5899	008	124	E12637870132	1,421.10
MAXIM HEALTHCARE STAFFING	04/09/2024	932239	PO241839	01	9305	0	0000	3900	5899	090	391	E12766390132	280.00
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242231	01	0801	0	4760	1000	5899	033	128	E12702760132	1,424.25
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242231	01	0801	0	4760	1000	5899	033	128	E12766750132	1,139.40
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242232	01	0801	0	4760	1000	5899	022	128	E12703110132	1,484.55
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242232	01	0801	0	4760	1000	5899	022	128	E12767110132	1,169.55
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242234	01	0801	0	4760	1000	5899	014	124	E12703140132	1,156.50
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242234	01	0801	0	4760	1000	5899	014	124	E12767690132	949.95
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242235	01	0801	0	4760	1000	5899	006	124	E12767190132	1,094.40
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242237	01	0801	0	4760	1000	5899	008	124	E12703220132	1,156.50
MAXIM HEALTHCARE STAFFING	04/11/2024	932855	PO242237	01	0801	0	4760	1000	5899	008	124	E12766520132	1,139.85
MAXIM HEALTHCARE STAFFING	04/16/2024	933434	PO240899	01	6500	0	5760	1190	5899	090	245	E11264440132	1,462.50
MAXIM HEALTHCARE STAFFING	04/16/2024	933434	PO240899	01	6500	0	5760	1190	5899	090	245	E11264510132	624.00
MAXIM HEALTHCARE STAFFING Total													79,048.52
MAXX METALS	04/11/2024	932868	PO240564	01	8150	0	0000	8110	4320	090	741	205618	146.02
MAXX METALS	04/11/2024	932868	PO240564	01	8150	0	0000	8110	4320	090	741	205622	317.02
MAXX METALS	04/16/2024	933433	PO240564	01	8150	0	0000	8110	4320	090	741	205656	370.33
MAXX METALS	04/30/2024	937711	PO240564	01	8150	0	0000	8110	4320	090	741	205872	29.25
MAXX METALS	04/30/2024	937711	PO240564	01	8150	0	0000	8110	4320	090	741	205858	774.04
MAXX METALS Total													1,636.66
MEDCO SUPPLY COMPANY	04/02/2024	930746	PO240644	01	0000	0	1110	1000	4320	032	070	IN97442892	549.78
MEDCO SUPPLY COMPANY	04/11/2024	932833	PO242270	01	6388	0	3800	1000	4320	032	318	IN97490595	17.40
MEDCO SUPPLY COMPANY	04/18/2024	934065	PO242270	01	6388	0	3800	1000	4320	032	318	IN97453277	27.10
MEDCO SUPPLY COMPANY Total													594.28
MENDEZ DE DURFEE, ALICIA	04/11/2024	932841	PV240964	01	0801	0	1110	1000	4320	032	180	475 SUPPLY0324	205.23
MENDEZ DE DURFEE, ALICIA Total													205.23
MENDEZ, NINA M.	04/11/2024	932827	PV240943	01	0000	0	1110	1000	4320	021	070	479 CULTURE24	497.70
MENDEZ, NINA M.	04/18/2024	934078	PV241000	01	0000	0	1110	1000	4320	021	070	478 MAZRA1123	181.02

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MENDEZ, NINA M. Total													678.72
METEOR EDUCATION LLC	04/30/2024	937768	PO242766	01	0801	0	1110	1000	4320	033	180	122852	19,847.42
METEOR EDUCATION LLC Total													19,847.42
METLIFE INSURANCE COMPANY	04/23/2024	935067	PV241020	01	0000	0	0000	7600	3701	090	810	MAY 2024 PREMIUMS	13.79
METLIFE INSURANCE COMPANY	04/23/2024	935067	PV241020	01	0000	0	0000	0000	9573	000		MAY 2024 PREMIUMS	4,207.81
METLIFE INSURANCE COMPANY	04/23/2024	935067	PV241020	01	0000	0	0000	0000	9573	000		MAY 2024 PREMIUMS	5,633.47
METLIFE INSURANCE COMPANY Total													9,855.07
MEYERS, MADELINE	04/09/2024	932221	PV240941	01	0801	0	1110	1000	5210	012	180	335CRLP READ 24	53.92
MEYERS, MADELINE Total													53.92
MOUSER ELECTRONICS INC.	04/09/2024	932248	PO240419	01	8150	0	0000	8110	4320	090	741	78419130	72.45
MOUSER ELECTRONICS INC. Total													72.45
MRC	04/11/2024	932834	PO240701	01	0000	0	0000	7550	5600	090	718	IN4092168	347.91
MRC	04/11/2024	932834	PO240701	01	0000	0	0000	7350	5600	090	717	IN4092168	222.95
MRC Total													570.86
MUJICA, JESSICA	04/02/2024	930799	PV240906	01	6500	0	5760	1190	5210	090	245	305QBS CONF2024	160.80
MUJICA, JESSICA	04/04/2024	931459	PV240932	01	6500	0	5760	1190	5210	090	245	307 SCHOOLAGE 24	16.62
MUJICA, JESSICA Total													177.42
MULLASSERY, KARIE	04/02/2024	930771	PV240914	01	0000	0	0000	2110	4322	090	762	464MEET 031324	29.55
MULLASSERY, KARIE Total													29.55
MURRISH, LUCAS	04/04/2024	931460	PV240934	01	6500	0	5760	2490	5820	090	245	JAN24 MILEAGE	124.32
MURRISH, LUCAS	04/04/2024	931460	PV240935	01	6500	0	5760	2490	5820	090	245	FEB24 MILEAGE	124.32
MURRISH, LUCAS Total													248.64
MUSIC THEATRE INTERNATIONAL	04/23/2024	935016	PO240168	01	9219	0	1208	1000	5899	032	356	9879345	2,600.00
MUSIC THEATRE INTERNATIONAL	04/30/2024	937701	PO240168	01	9219	0	1208	1000	5899	032	356	32189-1 BAL. DUE	68.63
MUSIC THEATRE INTERNATIONAL Total													2,668.63
MYMC INC	04/02/2024	930802	PO240871	01	0000	0	0000	2424	5600	090	735	865	195.00
MYMC INC	04/02/2024	930802	PO240871	01	0000	0	0000	2424	5600	090	735	866	195.00
MYMC INC Total													390.00
NASCO EDUCATION LLC	04/16/2024	933405	PO240133	01	0000	0	1201	1000	4320	033	070	580798	73.13
NASCO EDUCATION LLC Total													73.13
NATIONAL BENEFIT SERVICES	04/30/2024	937702	PV241041	01	0000	0	0000	0000	9579	000		APR24 CONTRIBUTION	800.00
NATIONAL BENEFIT SERVICES Total													800.00
NCCER	04/11/2024	932856	PO242577	01	6388	0	3800	1000	5899	090	318	#INV102453	500.00
NCCER Total													500.00
NCS PEARSON INC.	04/25/2024	936681	PO242211	01	6500	0	5760	1190	4320	090	245	24940447	3,415.30
NCS PEARSON INC. Total													3,415.30
NEFF COMPANY	04/16/2024	933412	PO242789	01	0000	0	1202	1000	4320	033	070	N003264950	946.02
NEFF COMPANY Total													946.02
NETWORK CRAZE TECHNOLOGIES INC	04/09/2024	932226	PO240356	01	0000	0	0000	2424	4320	090	735	INV/2024/01739	747.15
NETWORK CRAZE TECHNOLOGIES INC Total													747.15

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NG, SHEK HANG (ROCKY)	04/02/2024	930772	PV240917	01	6387	0	3800	1000	4320	033	CIG	481 UC DAVIS 24	326.92
NG, SHEK HANG (ROCKY) Total													326.92
NORLING, LAURA	04/16/2024	933397	PV240962	01	0000	0	0000	0000	9589	000		REISSUE P/R CHK#274694	1,310.33
NORLING, LAURA Total													1,310.33
NOVAK EDUCATIONAL	04/23/2024	935047	PO242826	01	0000	0	1110	1000	5899	025	070	4315	2,500.00
NOVAK EDUCATIONAL Total													2,500.00
O, TED	04/09/2024	932211	PV240933	01	0000	0	0000	8200	4320	090	760	500COSTCO LAMPS	658.92
O, TED Total													658.92
OCCUPATIONAL HEALTH CENTERS	04/16/2024	933435	PO240583	01	0000	0	0000	7400	5899	090	715	82688459	66.00
OCCUPATIONAL HEALTH CENTERS Total													66.00
ODP BUSINESS SOLUTIONS LLC	04/02/2024	930740	PO242365	01	0801	0	1110	1000	4320	012	123	358140941001	33.71
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	CM240041	01	0000	0	1110	1000	4320	021	070	356839797001	(62.62)
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	CM240041	01	0801	0	1110	1000	4320	021	180	356839797001	(62.63)
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242478	01	0000	0	0000	7150	4320	090	714	358836025001	10.81
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242478	01	0000	0	0000	7150	4320	090	714	358821985001	298.15
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242506	01	0000	0	0000	7350	4320	090	717	357129934001	319.71
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242509	01	3010	0	1110	1000	4320	022	301	355457753001	3,066.22
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242509	01	0000	0	1110	1000	4320	022	070	355457753001	105.44
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242540	01	9010	0	1110	1000	4320	002	356	358199045001	502.27
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242544	01	0000	0	1110	1000	4320	014	070	359560296001	35.78
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242544	01	0000	0	1110	1000	4320	014	070	359559385001	445.15
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242545	01	0000	0	1110	1000	4320	008	070	352631913001	302.76
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242365	01	0801	0	1110	1000	4320	012	123	351895414004	143.52
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242497	01	0000	0	1110	1000	4320	012	070	355898094001	162.71
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242497	01	0000	0	1110	1000	4320	012	070	355894318001	1,056.40
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242509	01	3010	0	1110	1000	4320	022	301	355460438001	324.57
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242510	01	3182	0	1110	1000	4320	031	387	352255644001	592.95
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242510	01	3182	0	1110	1000	4320	031	387	357754820001	478.37
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242510	01	0000	0	3200	1000	4320	031	070	357754820001	1.70
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242510	01	0000	0	3200	1000	4320	031	070	352255431001	28.79
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242510	01	0000	0	3200	1000	4320	031	070	352255424001	58.77
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242510	01	0000	0	3200	1000	4320	031	070	357754820002	19.76
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242510	01	0000	0	3200	1000	4320	031	070	352255697001	84.68
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242570	01	3182	0	1110	1000	4320	031	387	356531720001	379.37
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242580	01	0000	0	0000	8200	4320	090	760	358853719001	109.53
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242580	01	0000	0	0000	8200	4320	090	760	358853718001	215.34
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242580	01	0000	0	0000	8200	4320	090	760	358853709001	26.10
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242580	01	0000	0	0000	8200	4320	090	760	358838517001	136.55
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242590	01	0000	0	1110	2421	4320	032	451	358626669001	3.50
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242590	01	0000	0	1110	1000	4320	032	070	358626669001	9.66

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ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242590	01	0000	0	1110	2421	4320	032	451	358566157001	42.33
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242591	01	0000	0	1110	1000	4320	014	070	358927474001	34.94
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933418	PO242591	01	0000	0	1110	1000	4320	014	070	358852747001	331.61
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242675	01	0000	0	0000	7340	4320	090	717	361568287001	148.58
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242675	01	0000	0	0000	7340	4320	090	717	361567939001	65.13
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242695	01	0000	0	1110	1000	4320	007	070	360493638001	214.70
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242695	01	0000	0	1110	1000	4320	007	070	359611235001	29.53
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242697	01	9010	0	1110	1000	4320	002	356	360931244001	147.92
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242714	01	0000	0	1110	1000	4320	008	070	358918616001	755.34
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242714	01	0000	0	1110	1000	4320	008	070	358918615001	73.35
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242714	01	0000	0	1110	1000	4320	008	070	358917053002	87.86
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242714	01	0000	0	1110	1000	4320	008	070	358917053001	86.50
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242717	01	3010	0	1110	1000	4320	007	301	360202846001	84.80
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242717	01	3010	0	1110	1000	4320	007	301	360202839001	69.95
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242717	01	3010	0	1110	1000	4320	007	301	360199494001	13.17
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242718	01	3010	0	1110	1000	4320	007	301	360585597001	170.38
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242719	01	3010	0	1110	1000	4320	007	301	360869523001	9.56
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242719	01	3010	0	1110	1000	4320	007	301	360869522001	92.25
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242719	01	3010	0	1110	1000	4320	007	301	360867844001	102.55
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242755	01	0000	0	1110	1000	4320	009	070	362055060001	4,183.35
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO240215	01	0000	0	0000	2424	4320	090	735	358923685001	36.21
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242591	01	0000	0	1110	1000	4320	014	070	358927477001	27.46
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242606	01	3182	0	1110	1000	4320	031	387	360710539001	306.99
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242606	01	3182	0	1110	1000	4320	031	387	358769881001	58.22
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242608	01	0000	0	1255	1000	4320	032	070	357279566001	118.47
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242631	01	0801	0	1110	1000	4320	009	180	358219648001	470.78
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242639	01	0000	0	0000	7350	4320	090	717	358989572001	12.30
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242639	01	0000	0	0000	7350	4320	090	717	358987405001	42.84
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242656	01	3010	0	1110	1000	4320	013	301	359526789001	202.28
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242656	01	3010	0	1110	1000	4320	013	301	358153828001	332.96
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242656	01	3010	0	1110	1000	4320	013	301	358095781001	1,759.57
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242666	01	0000	0	1110	1000	4320	014	070	359536284001	80.38
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242666	01	0000	0	1110	1000	4320	014	070	360671187001	92.39
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242666	01	0000	0	1110	1000	4320	014	070	360671183001	31.17
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934986	PO242666	01	0000	0	1110	1000	4320	014	070	360670511001	1,541.74
ODP BUSINESS SOLUTIONS LLC	04/23/2024	934999	PO242714	01	0000	0	1110	1000	4320	008	070	358918614001	35.12
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242640	01	9010	0	1110	1000	4320	002	356	356512386001	57.44
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242640	01	9010	0	1110	1000	4320	002	356	356512584001	18.45
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242640	01	9010	0	1110	1000	4320	002	356	356512317001	71.96
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242640	01	9010	0	1110	1000	4320	002	356	356474225001	617.45

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ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242640	01	9010	0	1110	1000	4320	002	356	358996440002	47.18
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242716	01	0801	0	1110	1000	4320	013	123	361166707001	123.15
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242716	01	0801	0	1110	1000	4320	013	180	361166707001	123.15
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242716	01	0801	0	1110	1000	4320	013	123	361166704001	9.51
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242716	01	0801	0	1110	1000	4320	013	180	361166704001	9.52
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242716	01	0801	0	1110	1000	4320	013	123	361165648001	240.77
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242716	01	0801	0	1110	1000	4320	013	180	361165648001	167.59
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242757	01	0000	0	0000	7400	4320	090	715	361520388001	76.33
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242757	01	0000	0	0000	7400	4322	090	715	361520388001	59.36
ODP BUSINESS SOLUTIONS LLC Total													22,341.56
OJO TECHNOLOGY	04/02/2024	930765	PO240991	01	0000	0	0000	2424	5600	090	735	11794	225.00
OJO TECHNOLOGY	04/02/2024	930765	PO240991	01	0000	0	0000	2424	5600	090	735	11921	225.00
OJO TECHNOLOGY Total													450.00
OKAPI EDUCATIONAL PUBLISHING	04/23/2024	935071	PO242654	01	0801	0	1110	1000	4200	007	123	20464	2,492.40
OKAPI EDUCATIONAL PUBLISHING Total													2,492.40
OLDS, BARBARA	04/16/2024	933429	PV240986	01	0000	0	0000	7600	3701	090	810	4TH QTR FY 23-24 CERTIFICA	1,706.31
OLDS, BARBARA Total													1,706.31
ORIENTAL TRADING CO	04/23/2024	935079	PO242521	01	0000	0	1110	1000	4320	012	070	73042222101	269.16
ORIENTAL TRADING CO	04/30/2024	937703	PO242727	01	9010	0	1110	1000	4320	002	356	73060734201	241.79
ORIENTAL TRADING CO	04/30/2024	937703	PO242727	01	9010	0	1110	1000	4320	002	356	73060734203	30.20
ORIENTAL TRADING CO Total													541.15
ORTIZ, TERESA	04/02/2024	930773	PV240913	01	6266	0	1110	1000	5210	090	341	302 CSEA 0324	317.83
ORTIZ, TERESA Total													317.83
OUTDOOR SUPPLY HARDWARE	04/09/2024	932240	PO240557	01	8150	0	0000	8110	4320	090	741	1654940597	166.62
OUTDOOR SUPPLY HARDWARE Total													166.62
P G & E	04/04/2024	931447	PO240581	01	0000	0	0000	8200	5510	090	760	7314282172-4 MAR24	179,899.22
P G & E Total													179,899.22
PANG-MAGANARIS, ROBIN	04/23/2024	935034	PV241015	01	3010	0	1110	1000	4320	007	301	512SNAK CAASSP	236.95
PANG-MAGANARIS, ROBIN	04/09/2024	932222	PV240942	01	3010	0	1110	1000	5815	007	301	495 TECH INT0524	404.00
PANG-MAGANARIS, ROBIN Total													640.95
PAR INC.	04/02/2024	930780	PO242209	01	6500	0	5760	1190	4320	090	245	IN-00302191	329.90
PAR INC. Total													329.90
PATTERSON LIFT TRUCKS INC.	04/04/2024	931454	PO240450	01	8150	0	0000	8110	4320	090	741	4726207	326.46
PATTERSON LIFT TRUCKS INC. Total													326.46
PIONEER VALLEY BOOKS	04/30/2024	937712	PO242566	01	3010	0	1110	1000	4320	007	301	#I265157	612.59
PIONEER VALLEY BOOKS	04/30/2024	937712	PO242566	01	0801	0	1110	1000	4320	007	123	#I265157	612.59
PIONEER VALLEY BOOKS Total													1,225.18
PLUMBMASTER INC.	04/30/2024	937692	PO240438	01	8150	0	0000	8110	4320	090	741	55173782	200.80
PLUMBMASTER INC. Total													200.80
PRASAD, SEEMAA	04/30/2024	937733	PV241036	01	0000	0	3200	1000	4320	031	070	533 PIZZA TOPCR	158.01

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PRASAD, SEEMAA	04/30/2024	937733	PV241038	01	9020	0	3200	1000	4320	031	356	522 SUBWAY FTRP	604.21
PRASAD, SEEMAA	04/30/2024	937733	PV241037	01	0000	0	3200	1000	4322	031	070	532 LUNCH AD SEL	235.46
PRASAD, SEEMAA Total													997.68
PRECISION VISION INC.	04/16/2024	933436	PO242202	01	9010	0	5760	1190	4320	090	350	0049701	78.61
PRECISION VISION INC. Total													78.61
PROCARE THERAPY	04/02/2024	930734	PO240796	01	6500	0	5760	1190	5899	090	245	20909946	2,600.00
PROCARE THERAPY Total													2,600.00
PRO-ED INC.	04/23/2024	935000	PO242210	01	6500	0	5760	1190	4320	090	245	3029500	61.53
PRO-ED INC.	04/23/2024	935000	PO242210	01	6500	0	5760	1190	4320	090	245	3029500-1	5.60
PRO-ED INC. Total													67.13
PROJECT LEAD THE WAY INC.	04/23/2024	935048	PO242768	01	6387	0	3800	1000	5210	090	CIG	435368	1,200.00
PROJECT LEAD THE WAY INC.	04/29/2024	935048	PO242768	01	6387	0	3800	1000	5210	090	CIG	435368	(1,200.00)
PROJECT LEAD THE WAY INC.	04/30/2024	937713	PO242854	01	6387	0	3800	1000	5210	090	CIG	436282	500.00
PROJECT LEAD THE WAY INC.	04/30/2024	937713	PO242855	01	6387	0	3800	1000	5210	090	CIG	436283	1,200.00
PROJECT LEAD THE WAY INC. Total													1,700.00
PROTECH	04/18/2024	934045	PO240995	01	0000	0	0000	8200	5899	090	760	23285	26,610.00
PROTECH Total													26,610.00
QBS LLC	04/02/2024	930735	PO242012	01	6500	0	5760	1190	5899	090	245	IN-025593	5,300.00
QBS LLC Total													5,300.00
QUIJANO, REVITCHE	04/11/2024	932865	PV240966	01	9219	0	1237	1000	5815	032	356	498 ENTRANCEBART	150.00
QUIJANO, REVITCHE Total													150.00
QUINTERO, JANET	04/11/2024	932828	PV240949	01	6500	0	5760	2490	5820	090	230	AUG23 MILEAGE	86.50
QUINTERO, JANET	04/11/2024	932828	PV240950	01	6500	0	5760	2490	5820	090	230	SEPT23 MILEAGE	43.25
QUINTERO, JANET	04/11/2024	932828	PV240951	01	6500	0	5760	2490	5820	090	230	OCT23 MILEAGE	95.15
QUINTERO, JANET	04/11/2024	932828	PV240952	01	6500	0	5760	2490	5820	090	230	NOV23 MILEAGE	34.60
QUINTERO, JANET	04/11/2024	932828	PV240953	01	6500	0	5760	2490	5820	090	230	JAN24 MILEAGE	44.20
QUINTERO, JANET	04/18/2024	934031	PV240979	01	6500	0	5760	2490	5820	090	230	FEB24 MILEAGE131	97.24
QUINTERO, JANET Total													400.94
R & H WHOLESALE SUPPLY INC	04/02/2024	930787	PO240437	01	8150	0	0000	8110	4320	090	741	607926-00	1,054.95
R & H WHOLESALE SUPPLY INC	04/02/2024	930787	PO240437	01	8150	0	0000	8110	4320	090	741	607669-00	229.04
R & H WHOLESALE SUPPLY INC	04/02/2024	930787	PO240437	01	8150	0	0000	8110	4320	090	741	608456-00	13.74
R & H WHOLESALE SUPPLY INC	04/16/2024	933437	PO240437	01	8150	0	0000	8110	4320	090	741	605729-00	281.19
R & H WHOLESALE SUPPLY INC	04/16/2024	933437	PO240437	01	8150	0	0000	8110	4320	090	741	604527-00	316.07
R & H WHOLESALE SUPPLY INC	04/16/2024	933437	PO240437	01	8150	0	0000	8110	4320	090	741	606679-00	3,681.22
R & H WHOLESALE SUPPLY INC	04/18/2024	934053	PO240437	01	8150	0	0000	8110	4320	090	741	609420-00	40.62
R & H WHOLESALE SUPPLY INC	04/18/2024	934053	PO240437	01	8150	0	0000	8110	4320	090	741	607588-00	679.83
R & H WHOLESALE SUPPLY INC	04/18/2024	934053	PO240437	01	8150	0	0000	8110	4320	090	741	605605-01	71.63
R & H WHOLESALE SUPPLY INC Total													6,368.29
READY REFRESH	04/23/2024	935080	PO240136	01	9010	0	1110	1000	4322	033	356	24D3707625400	144.89
READY REFRESH Total													144.89

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REALLY GOOD STUFF	04/30/2024	937769	PO242777	01	0801	0	1110	1000	4320	009	180	8501958	219.71
REALLY GOOD STUFF Total													219.71
REED CHARITABLE	04/25/2024	936696	PO241907	01	3214	0	1110	1000	5210	013	339	121	1,050.00
REED CHARITABLE Total													1,050.00
REFRIGERATION SUPPLIES	04/09/2024	932184	PO240416	01	8150	0	0000	8110	4320	090	741	39366400-00	70.44
REFRIGERATION SUPPLIES	04/09/2024	932241	PO240416	01	8150	0	0000	8110	4320	090	741	39367083-00	76.56
REFRIGERATION SUPPLIES	04/23/2024	935068	PO240416	01	8150	0	0000	8110	4320	090	741	39367774-00	263.63
REFRIGERATION SUPPLIES	04/30/2024	937743	PO240416	01	8150	0	0000	8110	4320	090	741	39368205-00	62.46
REFRIGERATION SUPPLIES Total													473.09
RESOURCE SOLUTIONS OF SF GROUP	04/09/2024	932201	PO242642	01	0000	0	0000	8200	4320	032	759	30749	623.80
RESOURCE SOLUTIONS OF SF GROUP	04/18/2024	934054	PO242642	01	0000	0	0000	8200	4320	032	759	30752	2,152.45
RESOURCE SOLUTIONS OF SF GROUP	04/09/2024	932201	PO242642	01	0000	0	0000	8200	4420	032	759	30749	4,566.96
RESOURCE SOLUTIONS OF SF GROUP Total													7,343.21
RIGG, RICHARD J	04/16/2024	933430	PV240987	01	0000	0	0000	7600	3701	090	810	4TH QTR FY 23-24 CERTIFICA	503.37
RIGG, RICHARD J Total													503.37
RIGHT AT SCHOOL LLC	04/30/2024	937744	PO241236	01	2600	0	0000	8200	5899	090	358	SSF-0324	111,000.01
RIGHT AT SCHOOL LLC Total													111,000.01
RINGSEIS, MARLIS	04/02/2024	930754	PV240907	01	6387	0	3800	1000	5210	090	CIG	164CTE 0324	212.38
RINGSEIS, MARLIS Total													212.38
RIVERSIDE INSIGHTS	04/02/2024	930806	PO242213	01	6500	0	5760	1190	4320	090	245	INV197718	295.40
RIVERSIDE INSIGHTS Total													295.40
RO HEALTH	04/18/2024	934066	PO240900	01	6500	0	5760	1190	5899	090	245	INV1486	4,530.18
RO HEALTH	04/23/2024	935017	PO240900	01	6500	0	5760	1190	5899	090	245	164094	4,075.25
RO HEALTH	04/23/2024	935017	PO240900	01	6500	0	5760	1190	5899	090	245	164729	4,676.78
RO HEALTH	04/23/2024	935017	PO240900	01	6500	0	5760	1190	5899	090	245	INV2107	4,471.35
RO HEALTH Total													17,753.56
ROBERT HALF	04/02/2024	930788	PO240545	01	0000	0	0000	7400	5899	090	715	63307899	1,687.50
ROBERT HALF	04/02/2024	930788	PO240545	01	0000	0	0000	7400	5899	090	715	63327066	1,687.50
ROBERT HALF	04/02/2024	930788	PO240545	01	0000	0	0000	7400	5899	090	715	63388753	1,687.50
ROBERT HALF	04/02/2024	930820	PO240545	01	0000	0	0000	7400	5899	090	715	63363713	1,687.50
ROBERT HALF	04/04/2024	931455	PO240943	01	0000	0	0000	2424	5899	090	735	63406135	2,968.13
ROBERT HALF	04/09/2024	932242	PO240943	01	0000	0	0000	2424	5899	090	735	63426558	1,718.08
ROBERT HALF	04/16/2024	933384	PO240545	01	0000	0	0000	7400	5899	090	715	63276154	1,350.00
ROBERT HALF	04/25/2024	936690	PO240943	01	0000	0	0000	2424	5899	090	735	63485450	3,696.18
ROBERT HALF	04/30/2024	937770	PO240943	01	0000	0	0000	2424	5899	090	735	63514332	2,943.60
ROBERT HALF Total													19,425.99
ROCHESTER 100 INC.	04/16/2024	933398	PO242630	01	0801	0	1110	1000	4320	009	180	INV071285	637.28
ROCHESTER 100 INC.	04/16/2024	933419	PO242636	01	0000	0	1110	1000	4320	006	070	INV071287	104.39
ROCHESTER 100 INC.	04/23/2024	935049	PO242652	01	3010	0	1110	1000	4320	013	301	INV071713	638.65
ROCHESTER 100 INC. Total													1,380.32

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ROSEN PUBLISHING GROUP	04/16/2024	933413	PO242182	01	0801	0	1110	1000	4200	002	123	RSL190289I	207.00
ROSEN PUBLISHING GROUP Total													207.00
ROSSI DE CAMPOS, LORAINE	04/04/2024	931438	PV240919	01	0801	0	1110	1000	4320	025	180	445 SNACKS BOOK	32.95
ROSSI DE CAMPOS, LORAINE	04/04/2024	931438	PV240919	01	9010	0	1110	1000	4322	025	356	445 SNACKS BOOK	101.41
ROSSI DE CAMPOS, LORAINE Total													134.36
ROYAL PIN DONUTS	04/02/2024	930738	PO240075	01	0000	0	1110	1000	4322	090	762	879555	304.45
ROYAL PIN DONUTS	04/02/2024	930738	PO240120	01	0000	0	0000	7110	4322	090	713	879554	21.95
ROYAL PIN DONUTS	04/09/2024	932202	PO240120	01	0000	0	0000	7110	4322	090	713	879561	65.85
ROYAL PIN DONUTS	04/11/2024	932835	PO240120	01	0000	0	0000	7110	4322	090	713	879567	75.25
ROYAL PIN DONUTS	04/11/2024	932835	PO242578	01	3010	0	1110	2495	4322	007	301	879560	247.90
ROYAL PIN DONUTS	04/16/2024	933414	PO240120	01	0000	0	0000	7110	4322	090	713	879569	21.95
ROYAL PIN DONUTS Total													737.35
RUZON, LESLEY	04/23/2024	934984	PV241005	01	0801	0	1110	1000	4320	033	180	461 GAS PLACER	40.00
RUZON, LESLEY Total													40.00
SAFETY-KLEEN SYSTEMS INC.	04/02/2024	930811	PO240422	01	0000	0	0000	8200	5860	090	760	94165685	110.00
SAFETY-KLEEN SYSTEMS INC.	04/18/2024	934047	PO240422	01	0000	0	0000	8200	5860	090	760	94014577	425.53
SAFETY-KLEEN SYSTEMS INC. Total													535.53
SAN FRANCISCO RECREATION	04/09/2024	932185	PO242738	01	3218	0	1110	1000	5815	025	439	1	540.00
SAN FRANCISCO RECREATION Total													540.00
SAN MATEO COUNTY	04/02/2024	930736	PO241011	01	6546	0	5760	3120	5870	090	245	SSFUSD1023	34,937.68
SAN MATEO COUNTY	04/02/2024	930736	PO241011	01	3327	0	5760	3120	5870	090	245	SSFUSD1023	8,647.32
SAN MATEO COUNTY Total													43,585.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107006	393.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107008	393.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107028	2,942.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107051	747.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107052	747.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107057	990.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933406	PO240733	01	0000	0	0000	8200	5899	090	760	107058	990.00
SAN MATEO COUNTY ENVIRONMENTAL	04/30/2024	937693	PO240733	01	0000	0	0000	8200	5899	090	760	107062	393.00
SAN MATEO COUNTY ENVIRONMENTAL Total													7,595.00
SAN MATEO LAWN MOWER SHOP	04/23/2024	935043	PO240400	01	8150	0	0000	8110	4320	090	741	238620	815.20
SAN MATEO LAWN MOWER SHOP Total													815.20
SAN MATEO UNION HIGH DISTRICT	04/16/2024	933385	PO242729	01	3010	0	1110	1000	5815	008	301	24129	621.20
SAN MATEO UNION HIGH DISTRICT	04/23/2024	935001	PO242761	01	9010	0	1110	1000	5821	002	356	24096	2,430.90
SAN MATEO UNION HIGH DISTRICT	04/23/2024	935001	PO242761	01	0000	0	1110	1000	5821	090	764	24096	2,000.00
SAN MATEO UNION HIGH DISTRICT Total													5,052.10
SANGCO, CARLA	04/11/2024	932829	PV240944	01	3182	0	1110	1000	4320	031	387	444 FIELD TRIP	91.94
SANGCO, CARLA Total													91.94
SARTOR - QUALITY SAW WORKS	04/02/2024	930789	PO240566	01	8150	0	0000	8110	4320	090	741	138082	102.80

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SARTOR - QUALITY SAW WORKS Total													102.80
SAVVAS LEARNING COMPANY LLC	04/30/2024	937704	PO242568	01	6388	0	3800	1000	4200	090	318	7028702741	754.39
SAVVAS LEARNING COMPANY LLC	04/30/2024	937704	PO242568	01	6388	0	3800	1000	5813	090	318	7028702143	4,725.00
SAVVAS LEARNING COMPANY LLC Total													5,479.39
SCANTRON CORPORATION	04/30/2024	937734	PO242584	01	0801	0	1110	1000	4320	033	180	106671	1,272.92
SCANTRON CORPORATION Total													1,272.92
SCHOLASTIC INC	04/25/2024	936685	PO242467	01	0000	0	1110	1000	4200	012	070	59108343	505.59
SCHOLASTIC INC	04/25/2024	936692	PO242468	01	0000	0	1110	1000	4200	012	070	58381817	309.76
SCHOLASTIC INC	04/25/2024	936685	PO242496	01	0000	0	1110	1000	4200	012	070	59108347	325.98
SCHOLASTIC INC	04/25/2024	936685	PO242682	01	3214	0	1110	1000	4200	007	339	59132522	1,967.74
SCHOLASTIC INC	04/25/2024	936697	PO242770	01	3010	0	1110	1000	4200	007	301	59395087	366.43
SCHOLASTIC INC Total													3,475.50
SCHOOL DATEBOOKS	04/18/2024	934048	PO242629	01	0801	0	1110	1000	4320	009	180	S24-0276200	869.28
SCHOOL DATEBOOKS Total													869.28
SCHOOL OUTFITTERS	04/30/2024	937694	PO242698	01	0000	0	1110	1000	4320	013	070	INV14125048	7,989.67
SCHOOL OUTFITTERS	04/30/2024	937694	PO242698	01	0000	0	1110	1000	4320	013	070	INV14128216	747.14
SCHOOL OUTFITTERS	04/30/2024	937694	PO242698	01	0000	0	1110	1000	4320	013	070	INV14128216-1	841.95
SCHOOL OUTFITTERS	04/30/2024	937694	PO242698	01	9010	0	1110	1000	4420	013	379	INV14125048-1	1,413.32
SCHOOL OUTFITTERS Total													10,992.08
SCHOOL SERVICES OF CALIFORNIA,	04/02/2024	930812	PO240354	01	0000	0	0000	7350	5899	090	717	0141432-IN	375.00
SCHOOL SERVICES OF CALIFORNIA,	04/02/2024	930807	PO241780	01	0000	0	0000	7300	5899	090	717	0141288-IN	25,950.00
SCHOOL SERVICES OF CALIFORNIA, Total													26,325.00
SCHOOL SPECIALTY LLC	04/30/2024	937695	PO242093	01	0000	0	1201	1000	4320	032	070	308104474110	511.87
SCHOOL SPECIALTY LLC Total													511.87
S'COOL MOVES INC.	04/02/2024	930821	PO241875	01	6500	0	5760	1190	5813	090	245	11111	2,970.00
S'COOL MOVES INC. Total													2,970.00
SCOOT EDUCATION INC.	04/02/2024	930808	PO241343	01	0000	0	0000	7400	5899	090	715	71905	27,038.00
SCOOT EDUCATION INC.	04/02/2024	930808	PO241343	01	0000	0	0000	7400	5899	090	715	71922	7,182.00
SCOOT EDUCATION INC.	04/16/2024	933386	PO241343	01	0000	0	0000	7400	5899	090	715	72665	25,797.00
SCOOT EDUCATION INC.	04/16/2024	933386	PO241343	01	0000	0	0000	7400	5899	090	715	72675	7,526.00
SCOOT EDUCATION INC.	04/16/2024	933386	PO241343	01	0000	0	0000	7400	5899	090	715	73605	24,859.00
SCOOT EDUCATION INC.	04/16/2024	933386	PO241343	01	0000	0	0000	7400	5899	090	715	73606	6,358.00
SCOOT EDUCATION INC. Total													98,760.00
SEHI COMPUTER PRODUCTS INC	04/11/2024	932857	PO242687	01	0000	0	1110	1000	4320	014	070	I00244930	341.43
SEHI COMPUTER PRODUCTS INC	04/23/2024	935072	PO242684	01	9010	0	1110	1000	4320	022	430	I00245136	1,498.29
SEHI COMPUTER PRODUCTS INC	04/11/2024	932857	PO242687	01	0000	0	1110	1000	4420	014	070	I00244930	940.62
SEHI COMPUTER PRODUCTS INC Total													2,780.34
SENECA FAMILY OF AGENCIES	04/30/2024	937682	PO240801	01	6500	0	5760	1180	5870	090	230	7029336-IN	6,900.00
SENECA FAMILY OF AGENCIES	04/30/2024	937682	PO240801	01	6500	0	5760	1180	5880	090	230	7029266-IN	4,320.00
SENECA FAMILY OF AGENCIES Total													11,220.00

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SERRAMONTE FORD	04/09/2024	932249	PO242139	01	8150	0	0000	8110	4320	090	741	811131	26.53
SERRAMONTE FORD Total													26.53
SERVICE PRESS INC.	04/30/2024	937686	PO242536	01	0000	0	1110	1000	5810	032	070	64268	339.22
SERVICE PRESS INC. Total													339.22
SF RECREATION & PARK DEPT	04/09/2024	932227	PO242737	01	3218	0	1110	1000	5815	025	439	DEPOSIT #R105149	250.00
SF RECREATION & PARK DEPT	04/16/2024	933420	PO242737	01	3218	0	1110	1000	5815	025	439	R105149 - 1	514.00
SF RECREATION & PARK DEPT Total													764.00
SHARMA, RITESH	04/11/2024	932842	PV240955	01	3010	0	1110	1000	4320	022	301	482SCIENCEM0324	41.03
SHARMA, RITESH Total													41.03
SHIFFLER EQUIPMENT SALES INC	04/23/2024	935044	PO240546	01	8150	0	0000	8110	4320	090	741	10006233-00	688.47
SHIFFLER EQUIPMENT SALES INC Total													688.47
SHIHADEH, SAHAR	04/18/2024	934041	PV240988	01	0000	0	0000	7600	3702	090	810	4TH QTR FY 23-24 CLASSIFIED	159.00
SHIHADEH, SAHAR Total													159.00
SIEMENS INDUSTRY INC.	04/09/2024	932186	PO241614	01	0000	0	0000	8200	5899	090	760	5331341364	9,321.54
SIEMENS INDUSTRY INC. Total													9,321.54
SIERRA PACIFIC TURF SUPPLY INC	04/02/2024	930749	PO240401	01	8150	0	0000	8110	4320	090	741	01003449	976.35
SIERRA PACIFIC TURF SUPPLY INC	04/02/2024	930749	PO240401	01	8150	0	0000	8110	4320	090	741	01003450	956.35
SIERRA PACIFIC TURF SUPPLY INC Total													1,932.70
SILICON VALLEY	04/23/2024	935050	PO242824	01	0000	0	1202	1000	5899	033	070	VB-23470	346.00
SILICON VALLEY	04/23/2024	935050	PO242825	01	0000	0	1202	1000	5899	033	070	SOFT-23490	552.00
SILICON VALLEY	04/30/2024	937696	PO241114	01	0000	0	1202	1000	5899	032	070	VB-23462	803.00
SILICON VALLEY	04/30/2024	937696	PO242366	01	0000	0	1202	1000	5899	032	070	SOFT-23479	552.00
SILICON VALLEY Total													2,253.00
SONITROL/PACIFIC WEST SECURITY	04/16/2024	933438	PO240707	01	8150	0	0000	8300	5806	090	129	MAY24/VARIOUS	10,766.00
SONITROL/PACIFIC WEST SECURITY Total													10,766.00
SOUL SHOPPE	04/02/2024	930790	PO242543	01	0000	0	1110	1000	4320	014	070	SUN PRODUCTS 2024	40.96
SOUL SHOPPE Total													40.96
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83411	52.56
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83447	42.61
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83502	169.99
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83504	16.32
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83527	26.28
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83534	43.77
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83537	11.80
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83548	90.00
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83554	69.14
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83571	193.38
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	86301	37.14
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83624	33.79
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83627	21.73

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SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83653	46.11
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83654	100.08
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83661	20.58
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	83734	2.46
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84118	129.58
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84142	88.33
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84208	7.75
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84211	6.89
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84292	35.57
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84358	18.90
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84361	13.54
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84363	40.08
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84417	37.01
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84418	14.26
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84588	77.35
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84592	19.87
SOUTH CITY LUMBER & SUPPLY	04/09/2024	932225	PO240392	01	8150	0	0000	8110	4320	090	741	84593	29.88
SOUTH CITY LUMBER & SUPPLY Total													1,496.75
SOUTH CITY STAR SMOG TEST ONLY	04/23/2024	935069	PO240558	01	8150	0	0000	8110	5899	090	741	41484	71.70
SOUTH CITY STAR SMOG TEST ONLY	04/23/2024	935069	PO240558	01	8150	0	0000	8110	5899	090	741	41489	71.70
SOUTH CITY STAR SMOG TEST ONLY	04/23/2024	935069	PO240558	01	8150	0	0000	8110	5899	090	741	41524	71.70
SOUTH CITY STAR SMOG TEST ONLY Total													215.10
SOUTH SAN FRANCISCO SCAVENGER	04/09/2024	932244	PO240708	01	0000	0	0000	8200	5540	090	760	1437245	6,158.89
SOUTH SAN FRANCISCO SCAVENGER	04/09/2024	932244	PO240230	01	6387	0	3800	1000	5899	032	CIG	1437245-1	125.54
SOUTH SAN FRANCISCO SCAVENGER Total													6,284.43
SOUTH SAN FRANCISCO TIRE	04/09/2024	932250	PO240390	01	8150	0	0000	8110	4320	090	741	107508	1,147.47
SOUTH SAN FRANCISCO TIRE Total													1,147.47
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64007	1,165.00
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64008	117.50
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64009	117.50
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64016	587.50
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64017	470.00
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64018	470.00
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64038	235.00
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64039	352.50
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64041	235.00
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64042	352.50
SOUTHWOOD PLUMBING AND HEATING	04/16/2024	933431	PO240729	01	8150	0	0000	8110	5899	090	741	64043	235.00
SOUTHWOOD PLUMBING AND HEATING	04/18/2024	934042	PO240729	01	8150	0	0000	8110	5899	090	741	64040	117.50
SOUTHWOOD PLUMBING AND HEATING Total													4,455.00

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SPECTRUM CENTER INC.	04/30/2024	937683	PO240789	01	6500	0	5760	1180	5820	090	230	FEB24 SVCS,	7,708.80
SPECTRUM CENTER INC.	04/30/2024	937683	PO240789	01	6500	0	5760	1180	5870	090	230	FEB24 SVCS,	27,560.53
SPECTRUM CENTER INC.	04/30/2024	937683	PO240789	01	6500	0	5760	1180	5880	090	230	FEB24 SVCS,	56,736.00
SPECTRUM CENTER INC.	04/30/2024	937683	PO240789	01	6500	0	5760	1180	5899	090	230	FEB24 SVCS,	2,336.40
SPECTRUM CENTER INC. Total													94,341.73
SSF USD/REVOLVING CASH FUND	04/23/2024	935083	PV241033	01	0000	0	0000	7110	5210	090	713	CHK#14438	110.00
SSF USD/REVOLVING CASH FUND	04/23/2024	935083	PV241034	01	0000	0	0000	7300	5899	090	717	CHK#14439	55.00
SSF USD/REVOLVING CASH FUND Total													165.00
SSFUSD - DEDAP	04/04/2024	931448	PO241763	01	2600	0	0000	8200	5899	090	358	APR24	7,360.00
SSFUSD - DEDAP	04/16/2024	933439	PO241763	01	2600	0	0000	8200	5899	090	358	APR24-REVISED	920.00
SSFUSD - DEDAP Total													8,280.00
STALLMAN, JAMES	04/30/2024	937678	PO242025	01	0801	0	1110	1000	4320	012	180	731586	6,111.00
STALLMAN, JAMES Total													6,111.00
STANDARD PLUMBING SUPPLY CO.	04/25/2024	936686	PO240431	01	8150	0	0000	8110	4320	090	741	WMDF67	10.13
STANDARD PLUMBING SUPPLY CO.	04/25/2024	936686	PO240431	01	8150	0	0000	8110	4320	090	741	WLZV34	75.53
STANDARD PLUMBING SUPPLY CO.	04/25/2024	936686	PO240431	01	8150	0	0000	8110	4320	090	741	WMRM87	58.99
STANDARD PLUMBING SUPPLY CO.	04/25/2024	936686	PO240431	01	8150	0	0000	8110	4320	090	741	WNF680	292.12
STANDARD PLUMBING SUPPLY CO.	04/25/2024	936686	PO240431	01	8150	0	0000	8110	4320	090	741	WNNV13	42.46
STANDARD PLUMBING SUPPLY CO.	04/25/2024	936686	PO240431	01	8150	0	0000	8110	4320	090	741	WNGH83	20.42
STANDARD PLUMBING SUPPLY CO. Total													499.65
STANFORD UNIVERSITY	04/25/2024	936698	PO242819	01	0000	0	1110	1000	5210	012	070	11100	500.00
STANFORD UNIVERSITY Total													500.00
STAPLES ADVANTAGE	04/02/2024	930766	PO242328	01	9010	0	1110	1000	4320	002	356	6000820069	146.12
STAPLES ADVANTAGE	04/02/2024	930803	PO242328	01	9010	0	1110	1000	4320	002	356	6000820070	530.62
STAPLES ADVANTAGE	04/02/2024	930766	PO242546	01	0000	0	1110	1000	4320	014	070	6000820072	87.69
STAPLES ADVANTAGE	04/30/2024	937756	PO242163	01	0000	0	0000	7350	4320	090	717	6001630824	7.46
STAPLES ADVANTAGE Total													771.89
STATE OF CA DEPT OF JUSTICE	04/23/2024	935045	PV241022	01	0000	0	0000	7400	5840	090	715	725639	307.00
STATE OF CA DEPT OF JUSTICE	04/23/2024	935045	PV241022	01	0000	0	0000	7400	5841	090	715	725639	1,269.00
STATE OF CA DEPT OF JUSTICE Total													1,576.00
STEPPING STONES GROUP LLC, THE	04/23/2024	935070	PO240793	01	3310	0	5760	1110	5899	090	201	M0192962	45,553.29
STEPPING STONES GROUP LLC, THE Total													45,553.29
SULLIVAN, TIMOTHY	04/11/2024	932843	PV240960	01	9219	0	1208	1000	4320	032	356	493 SPRING PLAY24	178.34
SULLIVAN, TIMOTHY	04/11/2024	932843	PV240960	01	9219	0	1208	1000	5810	032	356	493 SPRING PLAY24	544.35
SULLIVAN, TIMOTHY Total													722.69
TAM, HELEN	04/11/2024	932866	PV240975	01	3010	0	1110	1000	4320	022	301	490MATH SCIENCE	54.32
TAM, HELEN Total													54.32
TESOL TRAINERS	04/11/2024	932858	PO241883	01	0801	0	1110	1000	5210	022	123	INV-0248	250.00
TESOL TRAINERS	04/11/2024	932858	PO241883	01	0801	0	1110	1000	5210	022	123	INV-0213	500.00
TESOL TRAINERS Total													750.00

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TIMBREZA, WENDY	04/02/2024	930755	PV240909	01	6500	0	5760	2490	5820	090	245	FEB/MAR04 MILE AN	10.72
TIMBREZA, WENDY	04/02/2024	930755	PV240910	01	6500	0	5760	2490	5820	090	245	FEB/MAR04 MILE AM	66.40
TIMBREZA, WENDY Total													77.12
T-MOBILE	04/02/2024	930769	PO240081	01	0000	0	0000	7200	5910	090	714	968332944-8 MAR24	72.00
T-MOBILE	04/02/2024	930769	PO240423	01	0000	0	0000	7200	5910	090	760	968332944-4 MAR24	180.00
T-MOBILE	04/02/2024	930769	PO240658	01	0000	0	0000	2700	5910	033	480	968332944-7 MAR24	61.90
T-MOBILE	04/02/2024	930769	PO241209	01	0000	0	0000	2700	5910	090	735	968332944 MAR24	2,266.84
T-MOBILE	04/02/2024	930769	PO241945	01	6500	0	5760	2700	5910	090	245	968332944-6 MAR24	36.00
T-MOBILE	04/02/2024	930769	PO242192	01	0000	0	0000	7200	5910	090	715	968332944-3 MAR24	25.90
T-MOBILE	04/02/2024	930769	PO242221	01	0000	0	0000	3130	5910	090	503	968332944-1 MAR24	61.90
T-MOBILE Total													2,704.54
TOTAL COMPENSATION SYSTEM INC	04/09/2024	932228	PO242747	01	0000	0	0000	7600	5899	090	810	12860	4,500.00
TOTAL COMPENSATION SYSTEM INC Total													4,500.00
TPX COMMUNICATIONS CO.	04/23/2024	935046	PO240534	01	0000	0	0000	2424	5899	090	735	178622759-0	4,594.74
TPX COMMUNICATIONS CO. Total													4,594.74
TSANG, VIVIEN WING YAN	04/02/2024	930813	PO241156	01	3010	0	1110	1000	5801	016	301	23-24-14	804.00
TSANG, VIVIEN WING YAN	04/30/2024	937714	PO241156	01	3010	0	1110	1000	5801	016	301	23-24-15	1,044.00
TSANG, VIVIEN WING YAN Total													1,848.00
TUFF SHED	04/18/2024	934055	PO242778	01	0000	0	1110	1000	4420	009	070	2059893	4,543.35
TUFF SHED Total													4,543.35
ULINE	04/30/2024	937735	PO240562	01	8150	0	0000	8110	4320	090	741	176611353	975.01
ULINE	04/30/2024	937735	PO240562	01	8150	0	0000	8110	4320	090	741	176611353-1	73.07
ULINE	04/30/2024	937735	PO240562	01	8150	0	0000	8110	4320	090	741	176796148	681.37
ULINE	04/30/2024	937735	PO240562	01	8150	0	0000	8110	4320	090	741	176796148-1	34.45
ULINE	04/30/2024	937771	PO242754	01	0000	0	1110	1000	4420	009	070	176887291	14,613.38
ULINE	04/30/2024	937771	PO242754	01	0000	0	1110	1000	4420	009	070	176887291-1	1,228.00
ULINE Total													17,605.28
UNITED COACH TOURS	04/02/2024	930739	PO242585	01	3218	0	1110	1000	5815	032	439	21835ST	1,340.00
UNITED COACH TOURS	04/04/2024	931449	PO240117	01	0000	0	1202	1000	5821	032	070	21679ST-1	320.00
UNITED COACH TOURS	04/04/2024	931449	PO242650	01	6387	0	3800	1000	5821	033	CIG	21877LF	2,520.00
UNITED COACH TOURS	04/16/2024	933415	PO240117	01	0000	0	1202	1000	5821	032	070	21571ST-1	160.00
UNITED COACH TOURS	04/18/2024	934056	PO242775	01	6387	0	3800	1000	5821	033	CIG	21977LF	1,402.00
UNITED COACH TOURS	04/30/2024	937697	PO240936	01	0000	0	1110	1000	5821	033	070	22055LF	2,225.00
UNITED COACH TOURS	04/30/2024	937697	PO242835	01	3550	0	3800	1000	5821	032	333	21386ST	1,175.00
UNITED COACH TOURS Total													9,142.00
UNITED RENTALS	04/04/2024	931456	PO240384	01	8150	0	0000	8110	5600	090	741	230215157-002	811.69
UNITED RENTALS	04/11/2024	932836	PO240384	01	8150	0	0000	8110	5600	090	741	212607124-019	29.67
UNITED RENTALS Total													841.36
UNITED SITE SERVICES	04/11/2024	932837	PO240633	01	0000	0	0000	8200	5600	090	760	INV-4404440	1,214.19
UNITED SITE SERVICES	04/23/2024	935002	PO240633	01	0000	0	0000	8200	5600	090	760	INV-4418801	1,242.16

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UNITED SITE SERVICES Total													2,456.35
UNIVERSITY OF CA. -BERKELEY	04/02/2024	930781	PO242560	01	3214	0	1110	1000	5210	013	339	02301211RRCSSFUSD	1,400.00
UNIVERSITY OF CA. -BERKELEY Total													1,400.00
VARITRONICS LLC	04/02/2024	930747	PO242520	01	0000	0	0000	2420	4320	090	450	PSI-170272	1,037.94
VARITRONICS LLC Total													1,037.94
VEGA, LUCIA CORIA	04/04/2024	931461	PV240930	01	6500	0	5760	2490	5820	090	230	FEB24 MILEAGE	379.89
VEGA, LUCIA CORIA	04/04/2024	931461	PV240931	01	6500	0	5760	2490	5820	090	230	FEB24 MILEAGE(B)	14.07
VEGA, LUCIA CORIA	04/30/2024	937762	PV241049	01	6500	0	5760	2490	5820	090	230	MAR24 MILEAGE	436.17
VEGA, LUCIA CORIA	04/30/2024	937731	PV241050	01	6500	0	5760	2490	5820	090	230	MAR24 MILEAGE(B)	70.35
VEGA, LUCIA CORIA Total													900.48
VERIZON	04/04/2024	931457	PO240435	01	8150	0	0000	8110	5813	090	741	328000058864	871.70
VERIZON Total													871.70
VIEYRA, GINA	04/09/2024	932223	PV240938	01	0000	0	0000	7602	5820	090	726	443RIDE0226-030524	332.96
VIEYRA, GINA	04/18/2024	934079	PV240996	01	0000	0	0000	7602	5820	090	726	497RIDE0318-2724	177.65
VIEYRA, GINA Total													510.61
WANG, BETTY	04/16/2024	933404	PV240976	01	6500	0	5001	2700	5220	090	245	DEC23 MILEAGE 120	86.10
WANG, BETTY Total													86.10
WAVE	04/18/2024	934049	PO240355	01	0000	0	0000	2424	5850	090	735	078934301-0010738	1,775.95
WAVE Total													1,775.95
WCR INCORPORATED	04/30/2024	937705	PO242436	01	8150	0	0000	8110	4320	033	741	3539349-IN	13,113.68
WCR INCORPORATED Total													13,113.68
WEINGARTEN CHILDREN'S CENTER	04/25/2024	936682	PO240800	01	6500	0	5760	1180	5870	090	230	119231	1,710.00
WEINGARTEN CHILDREN'S CENTER	04/25/2024	936682	PO240800	01	6500	0	5760	1180	5880	090	230	119231	5,796.00
WEINGARTEN CHILDREN'S CENTER Total													7,506.00
WELLDOM INC	04/02/2024	930737	PO240898	01	6500	0	5760	1190	5870	090	245	1576	8,400.00
WELLDOM INC	04/02/2024	930737	PO240898	01	6500	0	5760	1190	5870	090	245	1578	18,487.50
WELLDOM INC	04/02/2024	930737	PO240898	01	6500	0	5760	1190	5870	090	245	1580	6,240.00
WELLDOM INC	04/02/2024	930737	PO240898	01	6500	0	5760	1190	5870	090	245	1577	6,300.00
WELLDOM INC	04/02/2024	930737	PO240898	01	6500	0	5760	1190	5870	090	245	1579	17,400.00
WELLDOM INC	04/02/2024	930737	PO240898	01	6500	0	5760	1190	5870	090	245	1581	6,240.00
WELLDOM INC Total													63,067.50
WELLS FARGO	04/23/2024	934985	CM240042	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180-1 MAR24	(171.40)
WELLS FARGO	04/23/2024	934985	CM240042	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180-1 MAR24	(9.79)
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4320	006	070	4484 6100 0318 1180 MAR24	161.44
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	329.61
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 MAR24	4,074.68
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	214.26
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	395.51
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	171.40
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	457.40

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WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	406.53
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	922.96
WELLS FARGO	04/23/2024	934985	PV240982	01	7032	0	0000	3700	4320	090	820	4484 6100 0318 1180 MAR24	1,107.54
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4320	090	735	4484 6100 0318 1180 MAR24	457.40
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 MAR24	248.89
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 MAR24	302.35
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 MAR24	70.00
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	4320	090	741	4484 6100 0318 1180 MAR24	398.13
WELLS FARGO	04/23/2024	934985	PV240982	01	6300	0	1110	1000	4320	090	307	4484 6100 0318 1180 MAR24	5.65
WELLS FARGO	04/23/2024	934985	PV240982	01	6300	0	1110	1000	4320	090	307	4484 6100 0318 1180 MAR24	7.68
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 MAR24	473.97
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4320	090	323	4484 6100 0318 1180 MAR24	834.12
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 MAR24	349.68
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 MAR24	268.35
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 MAR24	473.50
WELLS FARGO	04/23/2024	934985	PV240982	01	9044	0	1110	1000	4320	090	062	4484 6100 0318 1180 MAR24	34.22
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 MAR24	209.79
WELLS FARGO	04/23/2024	934985	PV240982	01	9010	0	1110	1000	4320	090	055	4484 6100 0318 1180 MAR24	67.46
WELLS FARGO	04/23/2024	934985	PV240982	01	9010	0	1110	1000	4320	090	055	4484 6100 0318 1180 MAR24	131.19
WELLS FARGO	04/23/2024	934985	PV240982	01	9010	0	1110	1000	4320	090	055	4484 6100 0318 1180 MAR24	54.66
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	033	070	4484 6100 0318 1180 MAR24	119.15
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1219	1000	4320	032	070	4484 6100 0318 1180 MAR24	260.11
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	4322	090	713	4484 6100 0318 1180 MAR24	159.64
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	4322	090	713	4484 6100 0318 1180 MAR24	151.49
WELLS FARGO	04/23/2024	934985	PV240982	01	6300	0	1110	1000	4322	090	307	4484 6100 0318 1180 MAR24	7.23
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	67.97
WELLS FARGO	04/23/2024	934985	PV240982	01	0801	0	1110	1000	4322	090	197	4484 6100 0318 1180 MAR24	47.44
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	192.37
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	97.29
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	75.29
WELLS FARGO	04/23/2024	934985	PV240982	01	0803	0	1110	2495	4322	090	411	4484 6100 0318 1180 MAR24	157.25
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	177	4484 6100 0318 1180 MAR24	34.13
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	79.41
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	391.40
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	20.23
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	191.52
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	55.65
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	4322	090	762	4484 6100 0318 1180 MAR24	56.14
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4420	090	735	4484 6100 0318 1180 MAR24	679.25
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	4420	090	735	4484 6100 0318 1180 MAR24	594.48

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WELLS FARGO	04/23/2024	934985	CM240042	01	6387	0	3800	1000	5210	090	CIG	4484 6100 0318 1180-1 MAR24	(79.93)
WELLS FARGO	04/23/2024	934985	CM240042	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180-1 MAR24	(25.00)
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7490	5210	090	716	4484 6100 0318 1180 MAR24	51.10
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	032	070	4484 6100 0318 1180 MAR24	468.80
WELLS FARGO	04/23/2024	934985	PV240982	01	6387	0	3800	1000	5210	090	CIG	4484 6100 0318 1180 MAR24	1,973.93
WELLS FARGO	04/23/2024	934985	PV240982	01	6387	0	3800	1000	5210	090	CIG	4484 6100 0318 1180 MAR24	1,849.75
WELLS FARGO	04/23/2024	934985	PV240982	01	6387	0	3800	1000	5210	090	CIG	4484 6100 0318 1180 MAR24	1,729.75
WELLS FARGO	04/23/2024	934985	PV240982	01	6387	0	3800	1000	5210	090	CIG	4484 6100 0318 1180 MAR24	1,247.88
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	032	070	4484 6100 0318 1180 MAR24	1,663.53
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	032	070	4484 6100 0318 1180 MAR24	1,364.08
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	032	070	4484 6100 0318 1180 MAR24	1,364.08
WELLS FARGO	04/23/2024	934985	PV240982	01	6266	0	1110	1000	5210	090	341	4484 6100 0318 1180 MAR24	423.00
WELLS FARGO	04/23/2024	934985	PV240982	01	6266	0	1110	1000	5210	090	341	4484 6100 0318 1180 MAR24	423.00
WELLS FARGO	04/23/2024	934985	PV240982	01	6266	0	1110	1000	5210	090	341	4484 6100 0318 1180 MAR24	423.00
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	5210	090	741	4484 6100 0318 1180 MAR24	144.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	090	762	4484 6100 0318 1180 MAR24	830.18
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	090	762	4484 6100 0318 1180 MAR24	7.72
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7350	5210	090	717	4484 6100 0318 1180 MAR24	30.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 MAR24	35.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 MAR24	35.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 MAR24	35.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 MAR24	100.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 MAR24	100.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 MAR24	100.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 MAR24	25.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 MAR24	25.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7150	5210	090	714	4484 6100 0318 1180 MAR24	328.13
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5210	090	713	4484 6100 0318 1180 MAR24	25.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5210	090	762	4484 6100 0318 1180 MAR24	482.96
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	5813	090	735	4484 6100 0318 1180 MAR24	864.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	220.82

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WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	223.94
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	220.96
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	220.96
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	2,656.32
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	240.40
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	464.40
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	1110	1000	5815	033	ASB	4484 6100 0318 1180 MAR24	854.64
WELLS FARGO	04/23/2024	934985	PV240982	01	7412	0	1110	1000	5815	032	362	4484 6100 0318 1180 MAR24	174.80
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	5899	090	735	4484 6100 0318 1180 MAR24	284.18
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7150	5899	090	714	4484 6100 0318 1180 MAR24	190.00
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	2424	5899	090	735	4484 6100 0318 1180 MAR24	284.18
WELLS FARGO	04/23/2024	934985	PV240982	01	0000	0	0000	7110	5899	090	713	4484 6100 0318 1180 MAR24	6.00
WELLS FARGO	04/23/2024	934985	PV240982	01	8150	0	0000	8110	6420	090	741	4484 6100 0318 1180 MAR24	6,111.59
WELLS FARGO Total													44,351.77
WELLS FARGO VENDOR FIN SERV	04/16/2024	933416	PO240584	01	0000	0	1110	1000	5600	090	722	5029385830	165.25
WELLS FARGO VENDOR FIN SERV	04/30/2024	937687	PO240584	01	0000	0	1110	1000	5600	090	722	5029451403	6,766.80
WELLS FARGO VENDOR FIN SERV	04/30/2024	937757	PO240584	01	0000	0	1110	1000	5600	090	722	5029537322	122.32
WELLS FARGO VENDOR FIN SERV Total													7,054.37
WESTERN PSYCHOLOGICAL SERVICES	04/02/2024	930782	PO242212	01	6500	0	5760	1190	4320	090	245	WPS-480241	513.68
WESTERN PSYCHOLOGICAL SERVICES	04/30/2024	937684	PO242214	01	6500	0	5760	1190	4320	090	245	WPS-480245	1,582.10
WESTERN PSYCHOLOGICAL SERVICES	04/30/2024	937684	PO242217	01	6500	0	5760	1190	5813	090	245	WPS-479693	576.00
WESTERN PSYCHOLOGICAL SERVICES Total													2,671.78
WINGS LEARNING CENTER	04/30/2024	937685	PO240792	01	6500	0	5760	1180	5870	090	230	8477	4,822.19
WINGS LEARNING CENTER	04/30/2024	937685	PO240792	01	6500	0	5760	1180	5880	090	230	8477	4,830.00
WINGS LEARNING CENTER	04/30/2024	937685	PO240792	01	6500	0	5760	1180	5899	090	230	8477	201.00
WINGS LEARNING CENTER Total													9,853.19
WOODWIND & BRASSWIND	04/23/2024	935051	PO242518	01	3010	0	1110	1000	4320	022	301	ARINV70894490	954.74
WOODWIND & BRASSWIND	04/25/2024	936687	PO242320	01	0801	0	1110	1000	4420	033	180	ARINV70458665	1,063.58
WOODWIND & BRASSWIND	04/25/2024	936687	PO242320	01	0801	0	1110	1000	4420	033	180	ARINV70703732	5,301.45
WOODWIND & BRASSWIND Total													7,319.77
WORTHINGTON DIRECT	04/23/2024	935052	PO242641	01	0000	0	3200	1000	4420	031	070	INV411799-SOU156	11,956.37
WORTHINGTON DIRECT Total													11,956.37
WWW.BANNERBUZZ.COM	04/17/2024	929356	PO241970	01	0000	0	1110	1000	5810	021	070	US307566921705699476	(429.90)
WWW.BANNERBUZZ.COM Total													(429.90)
XEROX FINANCIAL SERVICES	04/16/2024	933417	PO240700	01	0000	0	0000	7550	5600	090	718	5630865	485.81
XEROX FINANCIAL SERVICES	04/25/2024	936688	PO240697	01	0000	0	0000	7350	5600	090	717	5630864	21.62
XEROX FINANCIAL SERVICES Total													507.43
YOUNG AUDIENCES OF NORTHERN	04/11/2024	932869	PO241790	01	3010	0	1110	1000	5899	008	301	INV002212	1,690.00
YOUNG AUDIENCES OF NORTHERN Total													1,690.00
YOUNG, ALICIA	04/04/2024	931428	PV240925	01	6266	0	1110	1000	5210	090	341	287 IIRP SDIEGO 24	816.12

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YOUNG, ALICIA Total													816.12
YOUNG, BECKY	04/30/2024	937763	MV240020	01	9218	0	0000	0000	8699	032	356	529 AP TESTREFUND	120.00
YOUNG, BECKY Total													120.00
YOUTH SERVICES BUREAUS	04/23/2024	935004	PO242112	01	7435	0	1110	1000	5899	090	349	0905-Q3	159,388.50
YOUTH SERVICES BUREAUS	04/23/2024	935004	PO242112	01	0801	0	1110	1000	5899	090	401	1016-Q3	22,459.75
YOUTH SERVICES BUREAUS Total													181,848.25
			FUND 01									**SUBTOTAL**	**4,043,832.38**
AT&T	04/02/2024	930756	PO240350	11	0000	0	4110	2700	5910	041	480	34701763 MAR24	57.15
AT&T Total													57.15
CALIFORNIA DEPARTMENT OF TAX	04/18/2024	934039	PV240983	11	0000	0	0000	0000	9580	000		020-300028 MAR24	6.00
CALIFORNIA DEPARTMENT OF TAX Total													6.00
CALIFORNIA WATER SERVICE	04/02/2024	930777	PO240711	11	0000	0	0000	8200	5530	041	760	6907544444 MAR24	1,266.79
CALIFORNIA WATER SERVICE Total													1,266.79
CDW GOVERNMENT INC	04/30/2024	937689	PO242626	11	6391	0	4110	2490	4420	041	481	QR83562	20,513.82
CDW GOVERNMENT INC Total													20,513.82
DELL MARKETING L.P.	04/23/2024	935023	PO242632	11	6391	0	4110	2490	4420	041	481	10741628060	15,153.37
DELL MARKETING L.P. Total													15,153.37
HILLYARD	04/02/2024	930743	PO240212	11	0000	0	0000	8200	4320	041	760	605420638	756.40
HILLYARD	04/02/2024	930743	PO240212	11	0000	0	0000	8200	4320	041	760	605313073	149.06
HILLYARD	04/04/2024	931434	PO240212	11	0000	0	0000	8200	4320	041	760	605430824	280.13
HILLYARD	04/04/2024	931434	PO240212	11	0000	0	0000	8200	4320	041	760	605424765	450.54
HILLYARD	04/16/2024	933395	PO240212	11	0000	0	0000	8200	4320	041	760	605443454	310.42
HILLYARD Total													1,946.55
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934029	PO242671	11	6391	0	4110	2490	4320	041	481	360421314001	228.79
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934029	PO242671	11	6391	0	4110	2490	4320	041	481	360421312001	80.81
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934029	PO242671	11	6391	0	4110	2490	4320	041	481	360420119001	69.25
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934029	PO242671	11	6391	0	4110	2490	4320	041	481	360421314003	29.94
ODP BUSINESS SOLUTIONS LLC Total													408.79
P G & E	04/04/2024	931447	PO240581	11	0000	0	0000	8200	5510	041	760	7314282172-4 MAR24	26.18
P G & E Total													26.18
PRASAD, SEEMAA	04/09/2024	932246	PV240937	11	6391	0	4110	1000	5210	041	481	238 COABE 2024	2,857.66
PRASAD, SEEMAA Total													2,857.66
PSI SERVICES LLC	04/23/2024	935042	PO240241	11	0000	0	4152	1000	5817	041	152	#04-22516288	156.00
PSI SERVICES LLC Total													156.00
			FUND 11									**SUBTOTAL**	**42,392.31**
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242603	12	6105	0	8510	1000	4200	045	830	1Q1Q-VK4G-6TW1	193.88
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242651	12	9010	0	8533	1000	4200	045	833	1VC1-HKT6-6GJ3	135.72
AMAZON CAPITAL SERVICES	04/23/2024	935029	PO242603	12	6105	0	8510	1000	4200	045	830	1F9F-KWL4-3JTN	16.69
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242415	12	9010	0	8533	1000	4320	045	833	1JLV-16FJ-7CV3	11.69
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242415	12	6105	0	8510	1000	4320	045	830	1JLV-16FJ-7CV3	11.69

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AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242603	12	6105	0	8510	1000	4320	045	830	1Q1Q-VK4G-6TW1	657.96
AMAZON CAPITAL SERVICES	04/18/2024	934086	PO242651	12	9010	0	8533	1000	4320	045	833	1VC1-HKT6-6GJ3	130.73
AMAZON CAPITAL SERVICES	04/23/2024	935029	PO242415	12	9010	0	8533	1000	4320	045	833	149F-W36H-7LRC	20.74
AMAZON CAPITAL SERVICES	04/23/2024	935029	PO242415	12	6105	0	8510	1000	4320	045	830	149F-W36H-7LRC	20.75
AMAZON CAPITAL SERVICES	04/23/2024	935029	PO242603	12	6105	0	8510	1000	4320	045	830	1F9F-KWL4-3JTN	117.00
AMAZON CAPITAL SERVICES	04/23/2024	935029	PO242615	12	6105	0	8535	1000	4320	045	835	11RR-W9NX-6WVP	33.99
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242589	12	9010	0	8533	1000	4320	045	833	1KNR-MFJ4-JHMG	42.83
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242589	12	6105	0	8510	1000	4320	045	830	1KNR-MFJ4-JHMG	42.82
AMAZON CAPITAL SERVICES	04/25/2024	936689	PO242702	12	9010	0	8533	1000	4320	045	833	1KNN-V4HT-694L	525.33
AMAZON CAPITAL SERVICES	04/30/2024	937688	PO242589	12	9010	0	8533	1000	4320	045	833	1CNN-3XNF-4MRX	11.53
AMAZON CAPITAL SERVICES	04/30/2024	937688	PO242589	12	6105	0	8510	1000	4320	045	830	1CNN-3XNF-4MRX	11.53
AMAZON CAPITAL SERVICES	04/30/2024	937688	PO242703	12	6105	0	8510	1000	4320	045	830	1XDP-GPVM-49D7	250.94
AMAZON CAPITAL SERVICES	04/30/2024	937727	PO242798	12	9302	0	8510	1000	4320	005	LIFT	1MTT-NM7T-LNCR	38.07
AMAZON CAPITAL SERVICES	04/30/2024	937727	PO242798	12	9010	0	8533	1000	4320	045	833	1MTT-NM7T-LNCR	38.05
AMAZON CAPITAL SERVICES Total													2,311.94
AT&T	04/02/2024	930756	PO240350	12	6105	0	8510	2700	5910	045	830	34701763 MAR24	57.17
AT&T Total													57.17
CALIFORNIA WATER SERVICE	04/02/2024	930777	PO240711	12	6105	0	8535	8200	5530	045	835	6907544444 MAR24	69.35
CALIFORNIA WATER SERVICE	04/02/2024	930777	PO240711	12	6105	0	8510	8200	5530	045	830	6907544444 MAR24	50.42
CALIFORNIA WATER SERVICE	04/02/2024	930777	PO240711	12	9010	0	8533	8200	5530	045	833	6907544444 MAR24	69.35
CALIFORNIA WATER SERVICE Total													189.12
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	9010	0	8533	1000	5899	045	833	681570	905.12
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	6105	0	8535	1000	5899	045	835	681570	905.13
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	9010	0	8533	1000	5899	045	833	685617	875.91
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	6105	0	8535	1000	5899	045	835	685617	875.91
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	9010	0	8533	1000	5899	045	833	687310	1,028.72
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	6105	0	8535	1000	5899	045	835	687310	1,028.73
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	9010	0	8533	1000	5899	045	833	685618	3,066.79
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	9010	0	8533	1000	5899	045	833	687312	4,215.90
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	9010	0	8533	1000	5899	045	833	695838	1,395.51
CHILDCARE CAREERS	04/02/2024	930818	PO240836	12	6105	0	8535	1000	5899	045	835	695838	1,395.51
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	9010	0	8533	1000	5899	045	833	703709	399.50
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	6105	0	8535	1000	5899	045	835	703709	399.50
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	9010	0	8533	1000	5899	045	833	700603	955.81
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	6105	0	8535	1000	5899	045	835	700603	955.81
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	9010	0	8533	1000	5899	045	833	700604	4,006.86
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	9010	0	8533	1000	5899	045	833	702210	2,625.74
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	9010	0	8533	1000	5899	045	833	702209	1,464.41
CHILDCARE CAREERS	04/23/2024	935061	PO240836	12	6105	0	8535	1000	5899	045	835	702209	1,464.42
CHILDCARE CAREERS	04/30/2024	937720	PO240836	12	9010	0	8533	1000	5899	045	833	695840	3,779.45

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CHILDCARE CAREERS	04/30/2024	937720	PO240836	12	9010	0	8533	1000	5899	045	833	698478	1,568.65
CHILDCARE CAREERS	04/30/2024	937720	PO240836	12	6105	0	8535	1000	5899	045	835	698478	1,568.66
CHILDCARE CAREERS	04/30/2024	937747	PO240836	12	9010	0	8533	1000	5899	045	833	698479	3,423.30
CHILDCARE CAREERS Total													38,305.34
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242657	12	9010	0	8533	1000	4200	045	833	P42786620101	62.61
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242657	12	9010	0	8533	1000	4320	045	833	P42786620102	355.86
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242657	12	9010	0	8533	1000	4320	045	833	P42786620101	3.30
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242669	12	9302	0	8510	1000	4320	005	LIFT	P42786640102	391.03
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242669	12	9010	0	8533	1000	4320	045	833	P42786640102	391.03
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242669	12	9302	0	8510	1000	4320	005	LIFT	P42786640101	11.36
DISCOUNT SCHOOL SUPPLY	04/25/2024	936675	PO242669	12	9010	0	8533	1000	4320	045	833	P42786640101	11.37
DISCOUNT SCHOOL SUPPLY Total													1,226.56
EDUCATION TEAM, THE	04/04/2024	931441	PO241113	12	9010	0	8530	1000	5899	045	832	698477	4,377.25
EDUCATION TEAM, THE	04/04/2024	931445	PO241113	12	9010	0	8530	1000	5899	045	832	687309	4,437.68
EDUCATION TEAM, THE	04/16/2024	933376	PO241113	12	9010	0	8530	1000	5899	045	832	685616	3,775.38
EDUCATION TEAM, THE	04/16/2024	933376	PO241113	12	9010	0	8530	1000	5899	045	832	695837	4,489.25
EDUCATION TEAM, THE	04/16/2024	933376	PO241113	12	9010	0	8530	1000	5899	045	832	700602	4,489.25
EDUCATION TEAM, THE	04/23/2024	935013	PO241113	12	9010	0	8530	1000	5899	045	832	703708	1,198.75
EDUCATION TEAM, THE	04/30/2024	937741	PO241113	12	9010	0	8530	1000	5899	045	832	706260	4,466.99
EDUCATION TEAM, THE Total													27,234.55
KINDERSYSTEMS INC	04/16/2024	933378	PO242602	12	9010	0	8533	1000	5813	045	833	#INV22588	803.64
KINDERSYSTEMS INC	04/16/2024	933378	PO242602	12	6105	0	8535	1000	5813	045	835	#INV22588	803.63
KINDERSYSTEMS INC	04/16/2024	933378	PO242602	12	6105	0	8510	1000	5813	045	830	#INV22588	803.64
KINDERSYSTEMS INC Total													2,410.91
LAKESHORE LEARNING	04/23/2024	935015	PO242665	12	9010	0	8533	1000	4200	045	833	365413040124	79.87
LAKESHORE LEARNING	04/25/2024	936683	PO242720	12	6105	0	8510	1000	4200	045	830	376088040424	340.77
LAKESHORE LEARNING	04/23/2024	935015	PO242665	12	9010	0	8533	1000	4320	045	833	365413040124	920.36
LAKESHORE LEARNING	04/23/2024	935015	PO242724	12	6105	0	8535	1000	4320	045	835	376101040324	710.06
LAKESHORE LEARNING	04/25/2024	936683	PO242720	12	6105	0	8510	1000	4320	045	830	376088040424	759.75
LAKESHORE LEARNING Total													2,810.81
LOUDAN, ROSELLE MARIE	04/02/2024	930764	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23-24-_19	3,295.43
LOUDAN, ROSELLE MARIE	04/16/2024	933396	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23-24_20	2,636.35
LOUDAN, ROSELLE MARIE	04/30/2024	937767	PO240307	12	9302	0	8510	2700	5801	005	LIFT	23-24_21	2,636.35
LOUDAN, ROSELLE MARIE Total													8,568.13
ODP BUSINESS SOLUTIONS LLC	04/02/2024	930740	PO242426	12	9010	0	8533	1000	4320	045	833	358232600001	376.84
ODP BUSINESS SOLUTIONS LLC	04/02/2024	930740	PO242426	12	6105	0	8535	1000	4320	045	835	358232600001	376.84
ODP BUSINESS SOLUTIONS LLC	04/02/2024	930740	PO242427	12	9010	0	8533	1000	4320	045	833	357811392001	27.46
ODP BUSINESS SOLUTIONS LLC	04/02/2024	930740	PO242427	12	6105	0	8510	1000	4320	045	830	357811392001	27.47
ODP BUSINESS SOLUTIONS LLC	04/04/2024	931462	PO242527	12	9010	0	8530	1000	4320	002	832	358700304001	69.53
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242426	12	9010	0	8533	1000	4320	045	833	358233379001	10.98

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ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242426	12	6105	0	8535	1000	4320	045	835	358233379001	10.98
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242538	12	9010	0	8533	1000	4320	045	833	358563478001	119.75
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242538	12	6105	0	8535	1000	4320	045	835	358563478001	119.75
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242538	12	6105	0	8510	1000	4320	045	830	358563478001	119.75
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242538	12	9010	0	8533	1000	4320	045	833	358562844001	1,179.02
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242538	12	6105	0	8535	1000	4320	045	835	358562844001	1,179.03
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933399	PO242538	12	6105	0	8510	1000	4320	045	830	358562844001	1,179.03
ODP BUSINESS SOLUTIONS LLC	04/16/2024	933372	PO242588	12	6105	0	8535	1000	4320	045	835	356245776001	153.78
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934029	PO242588	12	6105	0	8535	1000	4320	045	835	356245776002	15.58
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934029	PO242622	12	6105	0	8535	1000	4320	045	835	360537378001	75.53
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9302	0	8510	1000	4320	005	LIFT	361588006001	16.48
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9010	0	8533	1000	4320	045	833	361588006001	16.47
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9302	0	8510	1000	4320	005	LIFT	361588003001	63.88
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9010	0	8533	1000	4320	045	833	361588003001	63.88
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9302	0	8510	1000	4320	005	LIFT	361588002001	22.96
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9010	0	8533	1000	4320	045	833	361588002001	22.95
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9302	0	8510	1000	4320	005	LIFT	361586908001	49.92
ODP BUSINESS SOLUTIONS LLC	04/18/2024	934030	PO242715	12	9010	0	8533	1000	4320	045	833	361586908001	49.92
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242556	12	9302	0	8510	1000	4320	005	LIFT	359977980001	8.65
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937739	PO242556	12	9010	0	8533	1000	4320	045	833	359977980001	8.66
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242556	12	9302	0	8510	1000	4320	005	LIFT	359966051001	114.01
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242556	12	9010	0	8533	1000	4320	045	833	359966051001	114.01
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242556	12	9302	0	8510	1000	4320	005	LIFT	359977979001	28.19
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242556	12	9010	0	8533	1000	4320	045	833	359977979001	28.19
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	9010	0	8533	1000	4320	045	833	360647853001	37.85
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8535	1000	4320	045	835	360647853001	37.85
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8510	1000	4320	045	830	360647853001	37.84
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	9010	0	8533	1000	4320	045	833	360640932001	711.70
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8535	1000	4320	045	835	360640932001	711.70
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8510	1000	4320	045	830	360640932001	711.71
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	9010	0	8533	1000	4320	045	833	360640932002	13.16
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8535	1000	4320	045	835	360640932002	13.16
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8510	1000	4320	045	830	360640932002	13.15
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	9010	0	8533	1000	4320	045	833	361566631001	13.16
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8535	1000	4320	045	835	361566631001	13.15
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8510	1000	4320	045	830	361566631001	13.16
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	9010	0	8533	1000	4320	045	833	360647857001	13.15
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8535	1000	4320	045	835	360647857001	13.16
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8510	1000	4320	045	830	360647857001	13.16
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	9010	0	8533	1000	4320	045	833	360647854001	11.87

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ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8535	1000	4320	045	835	360647854001	11.86
ODP BUSINESS SOLUTIONS LLC	04/30/2024	937764	PO242670	12	6105	0	8510	1000	4320	045	830	360647854001	11.86
ODP BUSINESS SOLUTIONS LLC Total													8,052.14
P G & E	04/04/2024	931447	PO240581	12	6105	0	8510	8200	5510	045	830	7314282172-4 MAR24	771.57
P G & E	04/04/2024	931447	PO240581	12	9010	0	8533	8200	5510	045	833	7314282172-4 MAR24	1,061.27
P G & E	04/04/2024	931447	PO240581	12	6105	0	8535	8200	5510	045	835	7314282172-4 MAR24	1,061.27
P G & E	04/04/2024	931447	PO240581	12	9302	0	8510	8200	5510	005	LIFT	7314282172-4 MAR24	1,180.36
P G & E Total													4,074.47
SERVICE PRESS INC.	04/09/2024	932243	PO242466	12	9010	0	8533	1000	5810	045	833	64211	79.35
SERVICE PRESS INC.	04/09/2024	932243	PO242466	12	6105	0	8535	1000	5810	045	835	64211	79.32
SERVICE PRESS INC.	04/09/2024	932243	PO242466	12	6105	0	8510	1000	5810	045	830	64211	79.32
SERVICE PRESS INC. Total													237.99
STARVISTA	04/23/2024	935018	PO241703	12	9010	0	8533	1000	5899	045	833	7229	3,333.34
STARVISTA	04/23/2024	935018	PO241703	12	6105	0	8535	1000	5899	045	835	7229	3,333.33
STARVISTA	04/23/2024	935018	PO241703	12	9302	0	8510	1000	5899	005	LIFT	7229	3,333.33
STARVISTA Total													10,000.00
			FUND 12								**SUBTOTAL**		**105,479.13**
ADVANCED INTEGRATED PEST MGMT	04/02/2024	930783	PO240096	13	5310	0	0000	3700	5807	090	820	2236791	83.00
ADVANCED INTEGRATED PEST MGMT	04/02/2024	930783	PO240096	13	5310	0	0000	3700	5807	090	820	2238166	83.00
ADVANCED INTEGRATED PEST MGMT	04/02/2024	930783	PO240096	13	5310	0	0000	3700	5807	090	820	2236792	83.00
ADVANCED INTEGRATED PEST MGMT	04/18/2024	934057	PO240096	13	5310	0	0000	3700	5807	090	820	2242620	83.00
ADVANCED INTEGRATED PEST MGMT	04/18/2024	934057	PO240096	13	5310	0	0000	3700	5807	090	820	2242621	83.00
ADVANCED INTEGRATED PEST MGMT	04/18/2024	934057	PO240096	13	5310	0	0000	3700	5807	090	820	2242622	83.00
ADVANCED INTEGRATED PEST MGMT Total													498.00
AMAZON CAPITAL SERVICES	04/18/2024	934058	PO242674	13	5310	0	0000	3700	4700	090	820	19TN-WQN9-6FRH	44.99
AMAZON CAPITAL SERVICES Total													44.99
AT&T	04/02/2024	930756	PO240098	13	5310	0	0000	3700	5910	090	820	34701763-NS MAR24	47.71
AT&T Total													47.71
BONAMI BAKING COMPANY, THE	04/02/2024	930814	PO240097	13	5310	0	0000	3700	4700	090	820	P87195	1,026.00
BONAMI BAKING COMPANY, THE Total													1,026.00
CALIFORNIA DEPARTMENT OF TAX	04/18/2024	934039	PV240983	13	0000	0	0000	0000	9580	000		020-300028 MAR24	25.51
CALIFORNIA DEPARTMENT OF TAX Total													25.51
CALIFORNIA DEPT. OF TAX AND	04/30/2024	937710	PV241043	13	5310	0	0000	0000	8638	090	820	020-602564 MAR24	61.00
CALIFORNIA DEPT. OF TAX AND Total													61.00
DANIELSEN COMPANY	04/02/2024	930784	PO240270	13	5310	0	0000	3700	4700	090	820	325298	7,263.04
DANIELSEN COMPANY	04/09/2024	932203	PO240270	13	5310	0	0000	3700	4700	090	820	325540	6,976.30
DANIELSEN COMPANY	04/18/2024	934059	PO240270	13	5310	0	0000	3700	4700	090	820	326050	7,068.59
DANIELSEN COMPANY	04/18/2024	934059	PO240270	13	5310	0	0000	3700	4700	090	820	326445	7,289.35
DANIELSEN COMPANY	04/30/2024	937736	PO240270	13	5310	0	0000	3700	4700	090	820	327184	15,547.42
DANIELSEN COMPANY Total													44,144.70

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DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P26268	42.33
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P27673	728.12
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P27674	82.62
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P29020	3,452.16
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P29021	582.03
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P29022	477.66
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P29023	239.00
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P31326	666.83
DAYLIGHT FOODS INC	04/02/2024	930815	PO240281	13	5310	0	0000	3700	4700	090	820	P31327	146.32
DAYLIGHT FOODS INC	04/04/2024	931458	PO240281	13	5310	0	0000	3700	4700	090	820	P33524	517.73
DAYLIGHT FOODS INC	04/04/2024	931458	PO240281	13	5310	0	0000	3700	4700	090	820	P33525	458.43
DAYLIGHT FOODS INC	04/04/2024	931458	PO240281	13	5310	0	0000	3700	4700	090	820	P35569	90.93
DAYLIGHT FOODS INC	04/04/2024	931458	PO240281	13	5310	0	0000	3700	4700	090	820	P32672	2,048.85
DAYLIGHT FOODS INC	04/09/2024	932204	PO240281	13	5310	0	0000	3700	4700	090	820	N96280	1,052.08
DAYLIGHT FOODS INC	04/09/2024	932204	PO240281	13	5310	0	0000	3700	4700	090	820	P34598	224.33
DAYLIGHT FOODS INC	04/18/2024	934060	PO240281	13	5310	0	0000	3700	4700	090	820	P39005	1,460.03
DAYLIGHT FOODS INC	04/18/2024	934060	PO240281	13	5310	0	0000	3700	4700	090	820	P41403	98.98
DAYLIGHT FOODS INC	04/18/2024	934060	PO240281	13	5310	0	0000	3700	4700	090	820	P42857	3,033.76
DAYLIGHT FOODS INC	04/23/2024	935005	PO240281	13	5310	0	0000	3700	4700	090	820	P40051	42.43
DAYLIGHT FOODS INC	04/30/2024	937737	PO240281	13	5310	0	0000	3700	4700	090	820	P43959	776.58
DAYLIGHT FOODS INC	04/30/2024	937737	PO240281	13	5310	0	0000	3700	4700	090	820	P47093	608.05
DAYLIGHT FOODS INC	04/30/2024	937737	PO240281	13	5310	0	0000	3700	4700	090	820	P47094	333.80
DAYLIGHT FOODS INC	04/30/2024	937737	PO240281	13	5310	0	0000	3700	4700	090	820	P47095	760.25
DAYLIGHT FOODS INC	04/30/2024	937737	PO240281	13	5310	0	0000	3700	4700	090	820	P47096	126.85
DAYLIGHT FOODS INC	04/30/2024	937737	PO240281	13	5310	0	0000	3700	4700	090	820	P47097	119.98
DAYLIGHT FOODS INC Total													18,170.13
GOLD STAR FOODS	04/02/2024	930785	PO240271	13	5310	0	0000	3700	4700	090	820	7241337	729.30
GOLD STAR FOODS	04/02/2024	930785	PO240271	13	5310	0	0000	3700	4700	090	820	7263508	1,027.66
GOLD STAR FOODS	04/02/2024	930816	PO240271	13	5310	0	0000	3700	4700	090	820	7171907	862.20
GOLD STAR FOODS	04/02/2024	930816	PO240271	13	5310	0	0000	3700	4700	090	820	7296415	291.65
GOLD STAR FOODS	04/09/2024	932205	PO240271	13	5310	0	0000	3700	4700	090	820	7295856	995.40
GOLD STAR FOODS	04/09/2024	932205	PO240271	13	5310	0	0000	3700	4700	090	820	7263742	15,816.57
GOLD STAR FOODS	04/09/2024	932205	PO240271	13	5310	0	0000	3700	4700	090	820	7299918	345.54
GOLD STAR FOODS	04/09/2024	932205	PO240271	13	5310	0	0000	3700	4700	090	820	7171930	838.25
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7192606	1,851.50
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7287586	9,023.42
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7287995	37.20
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7291723	1,361.42
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7198400	1,406.75
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7314020	11,689.65

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GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7314887	91.52
GOLD STAR FOODS	04/23/2024	935006	PO240271	13	5310	0	0000	3700	4700	090	820	7327739	2,143.30
GOLD STAR FOODS	04/30/2024	937738	PO240271	13	5310	0	0000	3700	4700	090	820	7341000	838.25
GOLD STAR FOODS	04/30/2024	937738	PO240271	13	5310	0	0000	3700	4700	090	820	7332308	11,888.94
GOLD STAR FOODS	04/30/2024	937738	PO240271	13	5310	0	0000	3700	4700	090	820	7341484	396.80
GOLD STAR FOODS	04/30/2024	937738	PO240271	13	5310	0	0000	3700	4700	090	820	7361114	1,197.74
GOLD STAR FOODS Total													62,833.06
GRAINGER	04/18/2024	934061	PO242611	13	5310	0	0000	3700	4320	090	820	9070362588	506.13
GRAINGER Total													506.13
GUTIERREZ, CRISTINA	04/02/2024	930752	PV240908	13	5310	0	0000	3700	5220	090	820	FEB24 MILEAGE	10.34
GUTIERREZ, CRISTINA	04/23/2024	934983	PV241006	13	5310	0	0000	3700	5220	090	820	MAR24 MILEAGE158	14.50
GUTIERREZ, CRISTINA Total													24.84
HUYEN TRAN	04/25/2024	936679	MV240018	13	5310	0	0000	0000	8634	090	820	499 LUNCH REF	58.75
HUYEN TRAN Total													58.75
IMPERIAL DADE	04/02/2024	930817	PO240275	13	5310	0	0000	3700	4340	090	820	16178544	1,611.10
IMPERIAL DADE	04/09/2024	932206	PO240275	13	5310	0	0000	3700	4340	090	820	16224624	3,757.73
IMPERIAL DADE Total													5,368.83
INDIVIDUAL FOODSERVICE	04/02/2024	930786	PO240282	13	5310	0	0000	3700	4340	090	820	815415-00	1,054.22
INDIVIDUAL FOODSERVICE	04/02/2024	930786	PO240282	13	5310	0	0000	3700	4340	090	820	813439	(225.60)
INDIVIDUAL FOODSERVICE	04/09/2024	932207	PO240282	13	5310	0	0000	3700	4340	090	820	827390-00	2,068.00
INDIVIDUAL FOODSERVICE	04/09/2024	932207	PO240282	13	5310	0	0000	3700	4340	090	820	821137-0A	(200.00)
INDIVIDUAL FOODSERVICE	04/23/2024	935007	PO240282	13	5310	0	0000	3700	4340	090	820	829238-00	1,319.95
INDIVIDUAL FOODSERVICE	04/30/2024	937716	PO240282	13	5310	0	0000	3700	4340	090	820	848385	1,163.70
INDIVIDUAL FOODSERVICE Total													5,180.27
ODP BUSINESS SOLUTIONS LLC	04/25/2024	936704	PO240268	13	5310	0	0000	3700	4320	090	820	359714409001	1,700.03
ODP BUSINESS SOLUTIONS LLC Total													1,700.03
PRODUCERS DAIRY FOODS INC.	04/02/2024	930744	PO240276	13	5310	0	0000	3700	4700	090	820	48085321756	1,193.28
PRODUCERS DAIRY FOODS INC.	04/04/2024	931463	PO240276	13	5310	0	0000	3700	4700	090	820	48085322868	2,150.01
PRODUCERS DAIRY FOODS INC.	04/04/2024	931463	PO240276	13	5310	0	0000	3700	4700	090	820	48085323206	598.56
PRODUCERS DAIRY FOODS INC.	04/11/2024	932859	PO240276	13	5310	0	0000	3700	4700	090	820	48085325247	2,706.07
PRODUCERS DAIRY FOODS INC.	04/18/2024	934062	PO240276	13	5310	0	0000	3700	4700	090	820	9372410213	983.48
PRODUCERS DAIRY FOODS INC.	04/18/2024	934062	PO240276	13	5310	0	0000	3700	4700	090	820	58682156	2,141.20
PRODUCERS DAIRY FOODS INC.	04/23/2024	934989	PO240276	13	5310	0	0000	3700	4700	090	820	58671539	1,876.78
PRODUCERS DAIRY FOODS INC.	04/30/2024	937691	PO240276	13	5310	0	0000	3700	4700	090	820	58685924	794.64
PRODUCERS DAIRY FOODS INC.	04/30/2024	937691	PO240276	13	5310	0	0000	3700	4700	090	820	58691198	953.57
PRODUCERS DAIRY FOODS INC.	04/30/2024	937691	PO240276	13	5310	0	0000	3700	4700	090	820	58690969	1,601.34
PRODUCERS DAIRY FOODS INC.	04/30/2024	937691	PO240276	13	5310	0	0000	3700	4700	090	820	9522410940	608.04
PRODUCERS DAIRY FOODS INC.	04/30/2024	937691	PO240276	13	5310	0	0000	3700	4700	090	820	58691025	1,285.23
PRODUCERS DAIRY FOODS INC. Total													16,892.20
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933400	PO240269	13	5310	0	0000	3700	5899	090	820	107047	747.00

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SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933400	PO240269	13	5310	0	0000	3700	5899	090	820	107048	747.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933400	PO240269	13	5310	0	0000	3700	5899	090	820	107049	747.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933400	PO240269	13	5310	0	0000	3700	5899	090	820	107045	747.00
SAN MATEO COUNTY ENVIRONMENTAL	04/16/2024	933400	PO240269	13	5310	0	0000	3700	5899	090	820	106996	747.00
SAN MATEO COUNTY ENVIRONMENTAL Total													3,735.00
SYSCO FD SVCS OF SAN FRANCISCO	04/04/2024	931464	PO240514	13	5310	0	0000	3700	4700	090	820	650444079	236.80
SYSCO FD SVCS OF SAN FRANCISCO	04/18/2024	934063	PO240514	13	5310	0	0000	3700	4700	090	820	650476157	236.80
SYSCO FD SVCS OF SAN FRANCISCO	04/25/2024	936705	PO240514	13	5310	0	0000	3700	4700	090	820	650490946	913.54
SYSCO FD SVCS OF SAN FRANCISCO Total													1,387.14
T-MOBILE	04/02/2024	930769	PO242194	13	5310	0	0000	3700	5910	090	820	968332944-5 MAR24	61.90
T-MOBILE Total													61.90
			FUND 13								**SUBTOTAL**		**161,766.19**
CIS INC.	04/18/2024	934043	PO241381	14	0000	0	0000	8500	6285	005	945	SSF HVAC JPAC 1&A-006	2,942.50
CIS INC.	04/18/2024	934043	PO241381	14	0000	0	0000	8500	6285	008	945	SSF HVAC JPAC 1&A-006	2,942.50
CIS INC.	04/18/2024	934043	PO241381	14	0000	0	0000	8500	6285	013	945	SSF HVAC JPAC 1&A-006	2,942.50
CIS INC.	04/18/2024	934043	PO241381	14	0000	0	0000	8500	6285	022	945	SSF HVAC JPAC 1&A-006	2,942.50
CIS INC. Total													11,770.00
E.F. BRETT AND COMPANY INC.	04/02/2024	930804	PO240902	14	0000	0	0000	8500	6270	005	945	PAY APP# 7	28,665.26
E.F. BRETT AND COMPANY INC.	04/02/2024	930804	PO240902	14	0000	0	0000	8500	6270	008	945	PAY APP# 7	60,679.25
E.F. BRETT AND COMPANY INC.	04/02/2024	930804	PO240902	14	0000	0	0000	8500	6270	013	945	PAY APP# 7	28,859.25
E.F. BRETT AND COMPANY INC.	04/02/2024	930804	PO240902	14	0000	0	0000	8500	6270	022	945	PAY APP# 7	43,671.25
E.F. BRETT AND COMPANY INC.	04/30/2024	937772	PO240902	14	0000	0	0000	8500	6270	005	945	PAY APP#8	15,929.15
E.F. BRETT AND COMPANY INC.	04/30/2024	937772	PO240902	14	0000	0	0000	8500	6270	008	945	PAY APP#8	91,647.15
E.F. BRETT AND COMPANY INC.	04/30/2024	937772	PO240902	14	0000	0	0000	8500	6270	013	945	PAY APP#8	123,869.15
E.F. BRETT AND COMPANY INC.	04/30/2024	937772	PO240902	14	0000	0	0000	8500	6270	022	945	PAY APP#8	322,836.15
E.F. BRETT AND COMPANY INC. Total													716,156.61
NINYO & MOORE GEOTECHNICAL AND	04/09/2024	932183	PO241124	14	0000	0	0000	8500	6270	005	925	279715	1,310.00
NINYO & MOORE GEOTECHNICAL AND	04/18/2024	934044	PO241779	14	0000	0	0000	8500	6285	013	945	282652	4,173.00
NINYO & MOORE GEOTECHNICAL AND	04/18/2024	934044	PO241779	14	0000	0	0000	8500	6285	022	945	284103	2,443.75
NINYO & MOORE GEOTECHNICAL AND	04/18/2024	934044	PO241779	14	0000	0	0000	8500	6285	008	945	284104	1,988.25
NINYO & MOORE GEOTECHNICAL AND	04/18/2024	934044	PO241779	14	0000	0	0000	8500	6285	013	945	284105	1,963.75
NINYO & MOORE GEOTECHNICAL AND	04/18/2024	934044	PO241779	14	0000	0	0000	8500	6285	008	945	285529	1,751.75
NINYO & MOORE GEOTECHNICAL AND	04/18/2024	934044	PO241779	14	0000	0	0000	8500	6285	013	945	285530	651.25
NINYO & MOORE GEOTECHNICAL AND	04/30/2024	937755	PO241779	14	0000	0	0000	8500	6285	013	945	286546	2,207.50
NINYO & MOORE GEOTECHNICAL AND Total													16,489.25
SAVIDGE, WILLIAM	04/23/2024	935081	PO241308	14	0000	0	0000	8500	6272	005	925	MAR24 SVCS.	606.80
SAVIDGE, WILLIAM Total													606.80
WESTERN ROOFING SERVICE	04/02/2024	930750	PO241854	14	0000	0	0000	8500	6200	033	748	SI550240164	69,613.15
WESTERN ROOFING SERVICE	04/02/2024	930750	PO241854	14	0000	0	0000	8500	6200	033	748	SI550240346	32,403.55
WESTERN ROOFING SERVICE	04/23/2024	935003	PO241854	14	0000	0	0000	8500	6200	033	748	SI550240420	87,016.20

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WESTERN ROOFING SERVICE Total													189,032.90
			FUND 14									**SUBTOTAL**	**934,055.56**
BANK OF NEW YORK MELLON, THE	04/18/2024	934051	PV240991	21	0000	0	0000	8500	6260	098	902	252-2605695	750.00
BANK OF NEW YORK MELLON, THE Total													750.00
BKF ENGINEERS	04/23/2024	934981	PO241893	21	9010	0	0000	8500	6140	007	743	24040357	7,000.00
BKF ENGINEERS Total													7,000.00
CALIFORNIA FINANCIAL SERVICES	04/16/2024	933381	PO241476	21	9010	0	0000	8500	5813	090	902	2024-031B	6,250.00
CALIFORNIA FINANCIAL SERVICES	04/16/2024	933381	PO241476	21	9010	0	0000	8500	5813	090	902	2024-032B	4,625.00
CALIFORNIA FINANCIAL SERVICES Total													10,875.00
DANNIS WOLIVER KELLEY	04/09/2024	932193	PO240078	21	9010	0	0000	8200	5889	090	902	303650	3,423.50
DANNIS WOLIVER KELLEY	04/09/2024	932193	PO240078	21	0000	0	0000	8200	5889	098	902	304169	7,589.00
DANNIS WOLIVER KELLEY	04/09/2024	932193	PO240078	21	0000	0	0000	8200	5889	098	902	304169-1	132.53
DANNIS WOLIVER KELLEY	04/30/2024	937748	PO240078	21	9010	0	0000	8200	5889	090	902	304808	9,108.00
DANNIS WOLIVER KELLEY	04/30/2024	937754	PO240078	21	0000	0	0000	8200	5889	098	902	305374	19,584.00
DANNIS WOLIVER KELLEY	04/30/2024	937754	PO240078	21	0000	0	0000	8200	5889	098	902	305374-1	334.44
DANNIS WOLIVER KELLEY Total													40,171.47
E.F. BRETT AND COMPANY INC.	04/02/2024	930768	PO241678	21	9010	0	0000	8500	6270	009	945	HVAC A APP 3	39,218.05
E.F. BRETT AND COMPANY INC.	04/02/2024	930768	PO241678	21	9010	0	0000	8500	6270	010	945	HVAC A APP 3	32,288.37
E.F. BRETT AND COMPANY INC.	04/02/2024	930768	PO241678	21	9010	0	0000	8500	6270	014	945	HVAC A APP 3	85,564.53
E.F. BRETT AND COMPANY INC.	04/02/2024	930768	PO241678	21	9010	0	0000	8500	6270	025	945	HVAC A APP 3	274,798.09
E.F. BRETT AND COMPANY INC.	04/02/2024	930768	PO241678	21	9010	0	0000	8500	6270	032	945	HVAC A APP 3	52,456.16
E.F. BRETT AND COMPANY INC.	04/23/2024	935039	PO241678	21	9010	0	0000	8500	6270	009	945	HVAC A APP 4	53,404.08
E.F. BRETT AND COMPANY INC.	04/23/2024	935039	PO241678	21	9010	0	0000	8500	6270	010	945	HVAC A APP 4	17,177.76
E.F. BRETT AND COMPANY INC.	04/23/2024	935039	PO241678	21	9010	0	0000	8500	6270	014	945	HVAC A APP 4	121,533.02
E.F. BRETT AND COMPANY INC.	04/23/2024	935039	PO241678	21	9010	0	0000	8500	6270	025	945	HVAC A APP 4	130,508.04
E.F. BRETT AND COMPANY INC.	04/23/2024	935039	PO241678	21	9010	0	0000	8500	6270	032	945	HVAC A APP 4	82,394.40
E.F. BRETT AND COMPANY INC. Total													889,342.50
HOHBACH-LEWIN INC	04/16/2024	933382	PO241885	21	9010	0	0000	8500	6140	025	960	55821R	68,000.00
HOHBACH-LEWIN INC Total													68,000.00
JOHN THE SIGN GUY LLC	04/11/2024	932830	PV240945	21	9010	0	0000	8500	4320	098	902	23606	79.22
JOHN THE SIGN GUY LLC Total													79.22
KATHLEEN MOORE	04/16/2024	933383	PO241397	21	9010	0	0000	8500	5801	098	721	KMA 2024-226	24,850.00
KATHLEEN MOORE Total													24,850.00
NOLL & TAM ARCHITECTS	04/02/2024	930748	PO242095	21	9010	0	0000	8500	6210	014	743	60740	41,981.85
NOLL & TAM ARCHITECTS Total													41,981.85
ROZZI'S REPRODUCTION & SUPPLY	04/11/2024	932831	PO241453	21	9010	0	0000	8500	6260	098	902	156293	19.89
ROZZI'S REPRODUCTION & SUPPLY	04/11/2024	932831	PO241453	21	9010	0	0000	8500	6260	098	902	15297	1,701.10
ROZZI'S REPRODUCTION & SUPPLY	04/25/2024	936693	PO241453	21	9010	0	0000	8500	6260	098	902	156355	611.45
ROZZI'S REPRODUCTION & SUPPLY Total													2,332.44
SAVIDGE, WILLIAM	04/23/2024	935081	PO241308	21	9010	0	0000	8500	6272	098	902	MAR24 SVCS.	1,058.80

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SAVIDGE, WILLIAM Total													1,058.80
STAPLES ADVANTAGE	04/02/2024	930767	PO242176	21	9010	0	0000	8500	4320	098	902	6000820071	216.19
STAPLES ADVANTAGE Total													216.19
T-MOBILE	04/02/2024	930769	PO242193	21	9010	0	0000	8200	5910	090	902	968332944-2 MAR24	51.80
T-MOBILE Total													51.80
VERDE DESIGN INC.	04/23/2024	935040	PO241896	21	9010	0	0000	8500	6210	025	960	AE2-3-2320400	3,580.00
VERDE DESIGN INC. Total													3,580.00
WELLS FARGO	04/23/2024	934985	PV240982	21	9010	0	0000	8500	5813	090	902	4484 6100 0318 1180 MAR24	300.00
WELLS FARGO Total													300.00
WELLS FARGO VENDOR FIN SERV	04/11/2024	932832	PO242287	21	9010	0	0000	8200	5600	098	902	5029140318	122.32
WELLS FARGO VENDOR FIN SERV Total													122.32
			FUND 21							**SUBTOTAL**			**1,090,711.59**
SCHOOL FACILITY CONSULTANTS	04/23/2024	935082	PO241774	25	0000	0	0000	8100	5899	090	717	0021329	468.75
SCHOOL FACILITY CONSULTANTS Total													468.75
			FUND 25							**SUBTOTAL**			**468.75**
CAW ARCHITECTS INC	04/09/2024	932199	PO242438	40	9010	0	0000	8500	6210	090	940	0324.23009	19,456.25
CAW ARCHITECTS INC Total													19,456.25
CONEXWEST	04/02/2024	930810	PO240329	40	9010	0	0000	8200	5600	032	926	#INV-289612	1,030.63
CONEXWEST Total													1,030.63
CUMISKEY CONSTRUCTION	04/02/2024	930745	PO240740	40	9010	0	0000	8500	6210	032	946	PAY APP#1-ECHS	80,370.00
CUMISKEY CONSTRUCTION	04/02/2024	930745	PO240740	40	9010	0	0000	8500	6210	032	946	PAY APP - RETENTION ECHS	4,230.00
CUMISKEY CONSTRUCTION Total													84,600.00
HAMILTON & AITKEN ARCHITECTS	04/16/2024	933432	PO240852	40	9010	0	0000	8500	6210	032	926	2021.223.07	2,904.50
HAMILTON & AITKEN ARCHITECTS Total													2,904.50
SANDIS	04/25/2024	936691	PO241887	40	9010	0	0000	8500	6140	047	988	2402311	15,938.52
SANDIS Total													15,938.52
SAVIDGE, WILLIAM	04/23/2024	935081	PO241308	40	9010	0	0000	8500	6272	090	945	MAR24 SVCS.	606.80
SAVIDGE, WILLIAM	04/23/2024	935081	PO241308	40	9010	0	0000	8500	6272	032	926	MAR24 SVCS.	606.80
SAVIDGE, WILLIAM	04/23/2024	935081	PO241308	40	9010	0	0000	8500	6272	021	931	MAR24 SVCS.	606.80
SAVIDGE, WILLIAM	04/23/2024	935081	PO241308	40	9010	0	0000	8500	6272	090	954	MAR24 SVCS.	606.80
SAVIDGE, WILLIAM Total													2,427.20
			FUND 25							**SUBTOTAL**			**126,357.10**
Grand Total													**6,505,063.01**

WARRANTS BY FUND SUMMARY		
01	GENERAL FUND	4,043,832.38
11	ADULT EDUCATION FUND	42,392.31
12	CHILD DEVELOPMENT FUND	105,479.13

BOARD WARRANT REGISTER
APRIL 1 TO APRIL 30, 2024

Vendor Name	Effective Date	Warrant #	Reference	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Invoice #	Amount
										13	NUTRITION SERVICES FUND		161,766.19
										14	DEFERRED MAINTENANCE		934,055.56
										21	BUILIDING FUND (BOND)		1,090,711.59
										25	CAPITAL FACILITES FUND		468.75
										40	SPECIAL RESERVE FUND		126,357.10
										73	FOUNDATION TRUST FUND		-
										TOTAL WARRANT REGISTER			**6,505,063.01**

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: June 20, 2024

RE: Cash Receipts Summary - April 1 - 30, 2024

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of April 1 - 30, 2024. The Report is shown by Fund.

FISCAL IMPLICATIONS:

The Cash Receipts Summary Report represents revenues received by the District for the period of April 1 - 30, 2024.

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: 4/1/2024 To: 4/30/2024)
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	3,356,626.00	302,097.00	2,752,433.00	-	604,193.00	0.8	0.2
8012	EPA ENTITLEMENT	1,555,128.00	-	1,134,656.00	-	420,472.00	0.7	0.3
8021	HOMEOWNERS' EXEMPTION	362,748.00	-	181,744.47	-	181,003.53	0.5	0.5
8029	OTHR SUBVENT/IN-LIEU TAX	5,869.97	-	-	-	5,869.97	-	1.0
8041	SECURED ROLLS TAX	93,154,481.00	23,585,943.50	83,868,386.79	-	9,286,094.21	0.9	0.1
8042	UNSECURED ROLL TAXES	-	-	(20,492.88)	-	20,492.88	-	-
8043	PRIOR YEARS' TAXES	(10,987.00)	-	(5,404.12)	-	(5,582.88)	0.5	0.5
8047	COMM REDEVLPMNT FUNDS	35,672,294.37	-	24,672,724.70	-	10,999,569.67	0.7	0.3
8091	REVENUE LIMIT TRANSFERS	(5,000,000.00)	-	-	-	(5,000,000.00)	-	1.0
8097	PROPERTY TAXES TRANSFERS	6,012,598.61	2,743,574.01	5,537,662.01	-	474,936.60	0.9	0.1
8181	SP ED ENTITL PER UDC	1,644,487.25	-	95,245.11	-	1,549,242.14	0.1	0.9
8182	SP ED DISCRETNARY GRANTS	174,785.18	-	4,605.13	-	170,180.05	0.0	1.0
8285	INTAGENCY CONTR BETW LEAS	13,119.00	-	2,778.11	-	10,340.89	0.2	0.8
8290	ALL OTHER FEDERAL REVENUE	4,133,645.62	942,891.00	3,395,055.34	-	738,590.28	0.8	0.2
8319	OTHER ST APPORTNMNT-PR YR	21,734.00	-	21,734.00	-	-	1.0	-
8550	MANDATED COST REIMBURSE	352,909.00	-	352,909.00	-	-	1.0	-
8560	STATE LOTTERY REVENUE	1,911,911.00	-	1,389,245.93	-	522,665.07	0.7	0.3
8587	P-THU REV FROM ST SOURCES	151,721.50	-	151,721.50	-	-	1.0	-
8590	ALL OTHER STATE REVENUES	13,204,919.85	588,807.00	5,529,265.00	-	7,675,654.85	0.4	0.6
8625	COM REDEVEL FUND NOT SUBJ	3,521,924.00	-	1,821,923.38	-	1,700,000.62	0.5	0.5
8631	SALE OF EQUIP & SUPPLIES	4,375.00	-	-	-	4,375.00	-	1.0
8650	LEASES AND RENTALS	816,851.29	21,431.11	677,705.41	-	139,145.88	0.8	0.2
8660	INTEREST/FY21 INTEREST INCOME	1,544,075.60	682,205.66	1,482,848.54	-	61,227.06	1.0	0.0
8699	ALL OTHER LOCAL REVENUE	3,167,319.52	54,713.74	3,440,724.95	-	(273,405.43)	1.1	(0.1)
8919	OTH AUTH INTRFND XFERS IN	13,301.00	-	-	-	13,301.00	-	1.0
Total Revenue		165,785,837.76	28,921,663.02	136,487,471.37	-	29,298,366.39		
Total Fund 01 GENERAL FUND		165,785,837.76	28,921,663.02	136,487,471.37	-	29,298,366.39		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	215,042.00	-	84,995.00	-	130,047.00	0.4	0.6
8590	ALL OTHER STATE REVENUES	1,343,346.00	111,946.00	1,007,508.00	-	335,838.00	0.7	0.3
8631	SALE OF EQUIP & SUPPLIES	720.00	5.00	505.00	-	215.00	0.7	0.3
8660	INTEREST/FY21 INTEREST INCOME	58,889.25	17,225.64	47,491.36	-	11,397.89	0.8	0.2
8671	ADULT EDUCATION FEES	32,048.00	2,978.00	20,027.00	-	12,021.00	0.6	0.4
8699	ALL OTHER LOCAL REVENUE	100.00	-	-	-	100.00	-	1.0
Total Revenue		1,650,145.25	132,154.64	1,160,526.36	-	489,618.89		
Total Fund 11 ADULT EDUCATION FUND		1,650,145.25	132,154.64	1,160,526.36	-	489,618.89		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	257,290.31	26,979.12	238,950.17	-	18,340.14	0.9	0.1
8590	ALL OTHER STATE REVENUES	2,050,062.30	118,349.88	2,151,949.39	-	(101,887.09)	1.0	(0.0)
8660	INTEREST/FY21 INTEREST INCOME	39,450.22	15,423.14	41,741.78	-	(2,291.56)	1.1	(0.1)
8673	CHILDREN'S CENTERS FEES	325.30	137.15	463.05	-	(137.75)	1.4	(0.4)
8689	ALL OTHR FEES & CONTRACTS	546,728.33	78,600.15	358,069.75	-	188,658.58	0.7	0.3
8699	ALL OTHER LOCAL REVENUE	1,878,600.82	22,734.75	839,392.15	-	1,039,208.67	0.4	0.6
Total Revenue		4,772,457.28	262,224.19	3,630,566.29	-	1,141,890.99		
Total Fund 12 CHILD DEVELOPMENT FUND		4,772,457.28	262,224.19	3,630,566.29	-	1,141,890.99		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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								
8222	CHILD NUTRITION-FEDERAL REIMB	1,900,000.00	151,085.77	1,007,194.58	-	892,805.42	0.5	0.5
8227	FED.REIMB.-CHILD CARE	43,576.00	7,428.80	43,452.17	-	123.83	1.0	0.0
8290	ALL OTHER FEDERAL REVENUE	3,063.00	-	3,063.00	-	-	1.0	-
8522	CHILD NUTRITION-STATE REIMB	2,500,000.00	241,652.94	1,615,882.39	-	884,117.61	0.6	0.4
8523	STATE REIMB.-CHILD CARE	3,000.00	243.20	1,412.37	-	1,587.63	0.5	0.5
8634	CHILD NUTRITION-DAILY SALES	81,667.00	6,365.53	58,830.63	-	22,836.37	0.7	0.3
8637	CHILD NUTRITION-STDNT CATERING	154,582.00	15,882.10	105,324.79	-	49,257.21	0.7	0.3
8638	CHILD NUTRITION-ADULT CATERING	297.00	(61.00)	354.23	-	(57.23)	1.2	(0.2)
8660	INTEREST/FY21 INTEREST INCOME	36,042.10	8,505.32	24,182.28	-	11,859.82	0.7	0.3
Total Revenue		4,722,227.10	431,102.66	2,859,696.44	-	1,862,530.66		
Total Fund 13 CAFETERIA FUND		4,722,227.10	431,102.66	2,859,696.44	-	1,862,530.66		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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								
8091	REVENUE LIMIT TRANSFERS	5,000,000.00	-	-	-	5,000,000.00	-	1.0
8660	INTEREST/FY21 INTEREST INCOME	375,000.00	79,015.96	263,073.98	-	111,926.02	0.7	0.3
Total Revenue		5,375,000.00	79,015.96	263,073.98	-	5,111,926.02		
Total Fund 14 DEFERRED MAINTENANCE FUND		5,375,000.00	79,015.96	263,073.98	-	5,111,926.02		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	539,000.00	157,635.15	437,080.36	-	101,919.64	0.8	0.2
Total Revenue		539,000.00	157,635.15	437,080.36	-	101,919.64		
Total Fund 17 SP RESRV FD(OT CPTL OTLY PROJ		539,000.00	157,635.15	437,080.36	-	101,919.64		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	5,410,000.00	1,527,499.41	4,245,080.90	-	1,164,919.10	0.8	0.2
Total Revenue		5,410,000.00	1,527,499.41	4,245,080.90	-	1,164,919.10		
Total Fund 21 BUILDING FUND		5,410,000.00	1,527,499.41	4,245,080.90	-	1,164,919.10		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	281,000.00	80,676.25	218,509.26	-	62,490.74	0.8	0.2
8681	MITIGATION/DEVELOPER FEES	700,000.00	8,057.54	520,733.80	-	179,266.20	0.7	0.3
Total Revenue		981,000.00	88,733.79	739,243.06	-	241,756.94		
Total Fund 25 CAPITAL FACILITIES FUND		981,000.00	88,733.79	739,243.06	-	241,756.94		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	0.31	26.74	-	473.26	0.1	0.9
Total Revenue		500.00	0.31	26.74	-	473.26		
Total Fund 35 CO SCHOOL FACILITIES FUND		500.00	0.31	26.74	-	473.26		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
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	70,000.00	19,272.78	55,021.21	-	14,978.79	0.8	0.2
8912	BTW GENERAL & SP RESERVE	3,521,924.00	-	-	-	3,521,924.00	-	1.0
Total Revenue		3,591,924.00	19,272.78	55,021.21	-	3,536,902.79		
Total Fund 40 SPECIAL RESERVE FUND CAP		3,591,924.00	19,272.78	55,021.21	-	3,536,902.79		

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 4/1/2024 To: 4/30/2024)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Activity Year To Date	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Activity	% Remaining
Fund 73 FOUNDATION TRUST FUND								
Revenue								
8660	INTEREST/FY21 INTEREST INCOME	15,600.00	5,503.31	14,439.91	-	1,160.09	0.9	0.1
8699	ALL OTHER LOCAL REVENUE	101,100.00	-	104,200.00	-	(3,100.00)	1.0	(0.0)
Total Revenue		116,700.00	5,503.31	118,639.91	-	(1,939.91)		
Total Fund 73 FOUNDATION TRUST FUND		116,700.00	5,503.31	118,639.91	-	(1,939.91)		

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: June 20, 2024

RE: Declaration of Surplus Items

BACKGROUND:

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

The South San Francisco Unified School District would like to declare all the items obsolete and/or inoperable. The fifty-four (54) 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 fifty-four (54) items unusable and obsolete as surplus items with a net book value of zero dollars ($0). It is further recommended that the District be authorized to dispose of these items.

Declaration of Surplus Items							
Fixed Asset Tag #	Date in Service	Qty	Description	Serial Number	Location	Net Book Value	
47915	6/1/2017	1	HP STREAM	SCDO24KXHJ	MONTE VERDE E.S.	$ -	**Not found in F2K**
46140	6/1/2017	1	HP STREAM	SCD8374B9G	MONTE VERDE E.S.	$ -	**Not found in F2K**
33635	7/25/2014	1	FORTE KEYBOARD	AL-082014-PPS-150439-STU	D.O. / TECHNOLOGY	$ -	
N/A	6/1/2017	1	DELL DVD EXT. DRIVE	N/A	D.O. / TECHNOLOGY	$ -	**Not found in F2K**
46069	6/1/2017	1	XEROX (SMALL0 DOCUMATE 152I SCANNER	8AQU7B0325	D.O. / TECHNOLOGY	$ -	**Not found in F2K**
N/A	6/1/2017	1	HP PHOTOSMART C6380 SERIES AIO	MY88K370TV	D.O. / TECHNOLOGY	$ -	**Not found in F2K**
38058	6/1/2017	1	HP LASERJET PRO M402DN PRINTER	PHBQD12338	D.O. / TECHNOLOGY	$ -	**Not found in F2K**
N/A	6/1/2017	1	HP LASERJET 1022N	CNBC6270GL	D.O. / TECHNOLOGY	$ -	**Not found in F2K**
N/A	6/1/2017	1	LENOVO MONITOR	N/A	D.O. / TECHNOLOGY	$ -	**Not found in F2K**
23272	4/3/2008	1	DELL COMPUTER	3GRVXF1	BURI BURI E.S.	$ -	
46217	6/1/2017	1	AVER DOC CAM	5309349600109	BURI BURI E.S.	$ -	**Not found in F2K**
44948	6/1/2017	1	ACER CHROME LAPTOP	NXG55AA01072300E557600	BURI BURI E.S.	$ -	**Not found in F2K**
26356	9/3/2010	1	AVERMEDIA DOC CAM	7253910040P / 72291-10040P	BURI BURI E.S.	$ -	
36249	6/1/2017	1	DELL LAPTOP	310F4R1	BURI BURI E.S.	$ -	**Not found in F2K**
24403	3/11/2008	1	DELL LAPTOP	1VXZSF1	BURI BURI E.S.	$ -	
36793	7/26/2015	1	DELL LAPTOP	CK1HV32	BURI BURI E.S.	$ -	
46026	3/12/2019	1	DELL LAPTOP	7RH4NF2	BURI BURI E.S.	$ -	
27744	6/1/2017	1	DELL LAPTOP	FHXHGH1	BURI BURI E.S.	$ -	**Not found in F2K**
25502	6/1/2017	1	MEGAPHONE	N/A	BURI BURI E.S.	$ -	**Not found in F2K**
36220	6/1/2017	1	HPSTREAM LAPTOP	5CD5077OV3	BURI BURI E.S.	$ -	**Not found in F2K**
27742	6/1/2017	1	DELL LAPTOP	9NKDGH1	BURI BURI E.S.	$ -	**Not found in F2K**
36799	7/26/2015	1	DELL LAPTOP	2VSLV32	BURI BURI E.S.	$ -	
24470	8/27/2008	1	DELL LAPTOP	3JF36H1	BURI BURI E.S.	$ -	
44984	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072300E2E7600	BURI BURI E.S.	$ -	**Not found in F2K**
33948-1	6/1/2017	1	HP STREAM	5CD5461XFW	BURI BURI E.S.	$ -	**Not found in F2K**
27748	6/1/2017	1	DELL LAPTOP	59FDGH1	BURI BURI E.S.	$ -	**Not found in F2K**
36797	7/26/2015	1	DELL LAPTOP	C9ZLV32	BURI BURI E.S.	$ -	
34207	6/1/2017	1	AMAZON TABLET	N/A	BURI BURI E.S.	$ -	**Not found in F2K**
37102	6/1/2017	1	AVER DOC CAMERA	5306674800007	BURI BURI E.S.	$ -	**Not found in F2K**
37100	6/1/2017	1	AVER DOC CAMERA	5306629200018	PONDEROSA E.S.	$ -	**Not found in F2K**
45667	6/1/2017	1	ACER CHROMEBOOK & CHARGER	NXG55AA01081723E327600	PONDEROSA E.S.	$ -	**Not found in F2K**
45654	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01081723EFF7600	PONDEROSA E.S.	$ -	**Not found in F2K**
26146	8/8/2011	1	AVER MEDIA / VISION CP135 DOCUMENT CAMERA	5568811050P	PONDEROSA E.S.	$ -	
45668	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01081723EAB7600	PONDEROSA E.S.	$ -	**Not found in F2K**
45252	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A887600	PONDEROSA E.S.	$ -	**Not found in F2K**
45246	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A707600	PONDEROSA E.S.	$ -	**Not found in F2K**
45253	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A927600	PONDEROSA E.S.	$ -	**Not found in F2K**
33059	3/21/2014	1	DELL LAPTOP	3LWM3Z1	PONDEROSA E.S.	$ -	
33907-1	6/1/2017	1	DELL LAPTOP	IXHZG72	PONDEROSA E.S.	$ -	**Not found in F2K**
33048	3/21/2014	1	DELL LAPTOP	B8WM3Z1	PONDEROSA E.S.	$ -	
33908-1	6/1/2017	1	DELL LAPTOP	44F0H72	PONDEROSA E.S.	$ -	**Not found in F2K**
33109	3/21/2014	1	DELL LAPTOP	FWDJ3Z1	PONDEROSA E.S.	$ -	
33106	3/21/2014	1	DELL LAPTOP	B9FJ3Z1	PONDEROSA E.S.	$ -	

Declaration of Surplus Items							
Fixed Asset Tag #	Date in Service	Qty	Description	Serial Number	Location	Net Book Value	
45237	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A397600	PONDEROSA E.S.	$ -	**Not found in F2K**
45238	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A4D7600	PONDEROSA E.S.	$ -	**Not found in F2K**
45257	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A797600	PONDEROSA E.S.	$ -	**Not found in F2K**
45239	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A427600	PONDEROSA E.S.	$ -	**Not found in F2K**
45243	6/1/2017	1	ACER CHROMEBOOK	NXG55AA01072305A3C7600	PONDEROSA E.S.	$ -	**Not found in F2K**
44644	10/3/2017	1	ACER CHROMEBOOK	NXG55AA010707022017600	PONDEROSA E.S.	$ -	
N/A	6/1/2017	1	DELL MONITOR MODEL: E1708C	CN-0U072N-64180-95F-134U	JUNIPERO SERRA E.S.	$ -	**Not found in F2K**
N/A	6/1/2017	1	DELL KEYBOARD MODEL L100	CN-0RH659-73571-956-0E8E	JUNIPERO SERRA E.S.	$ -	**Not found in F2K**
25286	7/30/2009	1	OPTIPLEX 760	7S3WBK1	JUNIPERO SERRA E.S.	$ -	
27160	2/23/2011	1	AVERMEDIA DOCUMENT CAMERA WITH REMOTE	5437710060P	JUNIPERO SERRA E.S.	$ -	
36178	6/1/2017	1	EPSON LED PROJECTOR	U43K4800588	JUNIPERO SERRA E.S.	$ -	**Not found in F2K**
	Total Items:	**54**					

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: June 20, 2024

RE: Acceptance of Gifts

BACKGROUND:

The District has received the attached list of cash and in-kind gifts during the month of June 2024.

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 JUNE 2024.

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

$2,000 from Rosie E. Gose to El Camino High School for the Vicente and Evangeline Gose Scholarship.

$5,000 from Monte Verde ES PTA to Monte Verde ES in support of student and school needs, for use under the principal's discretion.

$250 from Pauline Rosales via PG&E to Monte Verde ES in support of student and school needs, for use under the principal's discretion.

$50 from Pauline Rosales via PG&E to Monte Verde ES in support of student and school needs, for use under the principal's discretion.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: June 20, 2024

RE: Acceptance of 2024-25 Fundraisers

BACKGROUND:

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

The following fundraisers are being submitted for approval:

Westborough Middle School

All Grades	Read-A-Thon - Reading books for pledges. Commencing October 2024 through November 2024.
	Beef Sticks and Candy Sale - Commencing August 2024 through May 2025.
ASB	Spaghetti Feed, Entertainment Night and Auction - Talent show and spaghetti dinner plates sold at private auction. Commencing Spring 2025.
	SF Giants Ticket Sale - Commencing throughout the 2024-25 school year.
	Quick Quack Car Wash - Selling car wash cards. Commencing throughout the 2024-25 school year.
	Plate and Snack Sale - Plate and snack sale after hours via food trucks for events such as Back-to-School Night, Conferences, Math and Science Night,

	and more. Commencing throughout the 2024-25 school year.
	Monthly Movie Night - Hosting free movie nights on campus every month. Concessions will be sold during each event. Commencing monthly, throughout the 2024-25 school year.
	Monthly Restaurant Takeover - Monthly takeovers of local restaurants such as Round Table Pizza, Red Robin, Panda Express, Las Trancas, Starbird, and other local eateries. Commencing monthly, throughout the 2024-25 school year.
	Holiday Grams - Selling Holiday Grams during each holiday. Each gram will contain a card and a treat. Commencing throughout the 2024-25 school year.
	Fruit Cups and Snack Sale - Commencing throughout the 2024-25 school year.
	Color Run/Marathon - Walk/run/dance through campus on a 5K course. Commencing Fall 2024 and Spring 2025.
	Car Show and Pop-up Community Event - Events will have food trucks, vendor booths, and swap meets. Commencing throughout the 2024-25 school year.
	Book Fair - PHMS Library will host the annual book-fair during the October 2024 conferences.
	Boba Drinks and Smoothie Juice Sales - Commencing throughout the 2024-25 school year.
	Extra Ticket for Promotion - Selling extra tickets at $5 each for promotion ceremony. Commencing May 2025.
	Spirit-Wear and Class Hoodies Sale - Commencing throughout the 2024-25 school year.
El Camino High School	
Class of 2025	Senior Hoodies Sale - Commencing throughout the 2024-25 school year.

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: June 20, 2024

RE: Professional Services Agreements Under $25,000

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Business Services

$8,320	Nichols Strategies LLC - to provide communication and community relations advising, assistance, and training on projects determined by the superintendent. Concurrence on the specific elements of the work products and deliverables expected from the consultant will be determined by the superintendent. Commencing June 2024 until July 2024.
$2,750	CIS Inc.- Providing project inspection services for the EV Charging Station Project located at the District Office parking lot. Additional services include attendance of on-site or off-site pre-construction and required project meetings, field inspections of all work and materials, notification of non-compliances with the contract plans and specifications, file closeout documents upon completion of the project, and more. Commencing May 2024.
$13,420	CIS Inc. - Providing project inspection services for the Roofing and HVAC Project located at the Baden HS site. Additional services include attendance of on-site or off-site pre-construction and required project meetings, field inspections of all work and materials, notification of non-compliances with the contract plans

	and specifications, file closeout documents upon completion of the project, and more. Commencing May 2024.
$4,800	Arborist Now, Inc. - Providing tree and stump removal services at the Ponderosa ES site and hauling debris away. Commencing May 2024.
$2,900	Arborist Now, Inc. - Providing tree and stump removal services at the Foxridge site and hauling debris away. Commencing June 2024.
$3,200	Arbortech - Providing tree pruning services as well as hauling/removal of 7 dead, dying, or diseased trees at the Westborough MS site and hauling debris away. Commencing May 2024.
$6,800	Arbortech - Providing tree pruning services at the Westborough MS site. Services also include removal of 1 pine tree, pruning 5 pine trees, removal of 3 small dead pine trees, and hauling them away. Commencing May 2024.
$6,950	A.R.T. Carpet and Vinyl - Providing carpet removal services at the staff lounge in the Martin ES site. Services include removal of existing tiles and carpet, preparing existing concrete floor and installing new carpeting. Commencing July 2024.
$14,700	Ninyo & Moore - Providing testing and special testing services, which include soil compaction testing, reinforced concrete, post-installed anchors, and project management for the DSA approved EV Charging Stations at the District Office parking lot. Commencing July 2024.
$22,150	Raposo Engineering Inc. - Providing installation of new pip and asphalt at the ECHS site. Services include, but are not limited to, removal of old asphalt that is creating the area of puddling, dig trench to existing drain outlet, replacement of pipe and new inlet in cast iron grate, add new asphalt, and more. Commencing July 2024.
$19,675	Raposo Engineering Inc. - Providing asphalt work at the Parkway Heights MS site. Services include, but are not limited to, saw-cutting asphalt as needed, dig trench in the existing dirt, replace existing pipe,

	connect existing down spouts to the new pipe, add new asphalt, and more. Commencing July 2024.

District Office – Ed Services

$2,125	SPG Therapy and Education - AAC Training for 14 Special Ed staff, including Psychologist, Speech Pathologist and Mod/Severe Special Ed teachers. Commencing June 2024.
$6,500	United Sound - Providing a weekly interactive video-conference music class created specifically for secondary Special Ed students (7th – 12th grade). Commencing July 1, 2024 to June 30, 2025.
$6,030	Health Connected - Providing sexual health education to students in high school Special Ed classes. Commencing July 1, 2024 to June 30, 2025.
Not to Exceed $25,000	Certified Languages - Providing interpretation and translation services for Special Ed Department. Commencing July 1, 2024 to June 30, 2025.
	Quality Behavioral Solutions - Providing Safety Care Training for the Special Ed Department. Commencing July 1, 2024 to June 30, 2025.
Not to Exceed $5,000	Albert Melagrano - Providing NPI authorizations for LEA/Medi-Cal Billing for the Special Ed Department. Commencing July 1, 2024 to June 30, 2025.

FISCAL IMPLICATIONS:

Listed above.

RECOMMENDATION:

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: June 20, 2024

RE: Approval of Facility Use Fees Increase for 2024-25

BACKGROUND:

The District wishes to continue renting out facilities within the District for use to the public and other entities for a fee.

- There are two types of fees:
    - Direct Cost: For non-profits with verifiable status. There is no additional funding other than to cover actual cost to the District.
    - Fair Market Cost: for All others.

The District has evaluated and updated its fees by 3% to reflect the rising cost of water usage, electrical usage, maintenance, materials and supplies usage, and the increasing salaries of staff to maintain the facility for use.

FISCAL IMPLICATIONS:

Increased fees for rented facilities as listed below for 2024-25.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the increase of fees by 3% for facility use for 2024-25 as presented.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
2024-25 RENTAL FEE SCHEDULE

Rental Rates are per hour unless noted otherwise	Direct Costs	Fair Market
Standard Classroom	$ 31.83	$ 47.74
Library	$ 53.05	$ 79.57
MUR w/o Kitchen Equipment	$ 74.26	$ 90.18
MUR with Kitchen Equipment	$ 106.09	$ 132.61
Cafeteria Worker is REQUIRED	$ 55.12	$ 55.12
Gym: Large	$ 128.37	$ 168.68
Gym: Small	$ 84.87	$ 114.58
Locker Room (boys or girls)	$ 53.05	$ 68.96
Auditorium	$ 94.42	$ 128.37
Little Theatre	$ 47.74	$ 67.90
Middle School Fields	$ 40.31	$ 58.35
High School Fields	$ 53.05	$ 65.78
High School Turf Field	$ 63.65	$ 76.38
Stadium Field Lights	$ 31.83	$ 31.83
High School All Weather Track	$ 40.31	$ 74.26
Rates for Custodial (if required)		
* Regular	$ 46.34	$ 46.34
* Overtime	$ 69.49	$ 69.49

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: June 20, 2024

RE: Approval of Lease Rate Increases for 2024-25

BACKGROUND:

The District has approximately five community organizations that lease space at District facilities on an ongoing basis. Each year, the leases of use permits for long-term are typically adjusted annually by a flat 3%. Utilities will be charged separately, as noted in the attached.

For 2024-25, the District will be adjusting the rates by 3%.

FISCAL IMPLICATIONS:

The recommended 3% in rates for fiscal 2024-25 will increase lease revenues by $20,971.89.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the lease rates increase as presented for 2024-25.

SSFUSD Proposed Lease Income FY 2024-25						
Lessee	**Site**	**Room and/or Area**	**2023-24 Total Annual Rent**	**2024-25 Annual Rent - 3% Increase**	**2024-25 Proposed Monthly Rent**	**Utilities to be Charged Separately**
Family Service Agency of San Mateo County	Sunshine Gardens	5 Classrooms	52,620.22	54,198.83	4,516.57	N
Friends to Parents	Foxridge	12 Classrooms, Admin, Kitchen, Storage, Quad, etc.	281,554.50	290,001.14	24,166.76	N
The Institute for Human & Social Development	Baden/Adult Ed	Land Lease for 2 Large Portables, Outdoor Play Area	14,966.08	15,415.06	1,284.59	N
Mills Montessori School	Hillside	Hillside Facility	208,138.27	214,382.42	17,865.20	N
Unitek Nursing School	Serra Vista	Rooms 3, 5-12 + Admin; Room 4 added effective 3/1/20	141,783.56	146,037.07	12,169.76	Y
		Total Lease Income:	**699,062.63**	**720,034.52**	**60,002.88**	

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: June 20, 2024

RE: Approval of Individual Board Member Annual Spending Accounts

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BACKGROUND

In 2020, an informal Board member spending allowance was established to seek to develop a common and consistent way to approach participating in opportunities within a reasonable budget. Previously and currently, the Board participates in several different trainings, activities, and events. Some of these are for professional learning while others can be classified as more social gatherings and relationship building events. It was agreed that the costs for major professional learning events such as the CSBA Annual Conference, Equity Network meetings through SMCSBA, CSBA Delegate Assembly member, and the Masters in Governance (MIG) Sessions, which all Trustees attend, would not be included in the budget. The costs for individual Trustees attending other professional learning conferences would be included in the budget. Various social or networking events including San Mateo County School Board Association meetings, luncheon/dinner meetings (PTA Founder's Day, SSF Chamber of Commerce scholarship luncheon, holiday celebrations, etc.), and partnership breakfasts/events or fundraisers (i.e. Skyline College President's breakfasts, SSF PD St. Patrick's Day dinner, Rotary dinner dance, school-specific events, etc.) would be deducted from each Trustee's spending account.

On April 13, 2023, the Board agreed on a total annual allowance of $2,000.00 per Trustee for Board individual conferences, workshops, etc. The Board President asked that this item be brought back to discuss the current allotment and whether or not to increase their annual spending limit to allow for participating in individual professional development conferences, fundraising events, or more social gathering events, and/or advocacy events.

Lastly, the Board may want to consider and discuss any criteria which would make sense for attending out-of-state conferences. One consideration may be whether there is a direct connection and alignment to the goals and priorities in our Strategic Plan; whether attendance will help to increase or improve Board members' knowledge, skills, etc.; whether the state or hosts of the conference,

are supportive of the Board's equity, inclusion, and diversity commitment and Board policy; and the Board may want to consider whether they believe the topic, the amount to be spent, and/or the impact makes sense based on the District needs, goals, and priorities.

Here is some other pertinent information for the Board's consideration:

Board, Cabinet, District Office Directors, etc. all follow the same travel policies that we have for our staff. I have included information below for the Board.

a. BP 3350 Travel Expenses - just for reference that we have a policy regarding traveling.
b. Board Bylaw 9250 Remuneration, Reimbursement and other benefits - 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 (CSBA) Masters in Governance program, Annual Education Conference, and/or the Delegate Assembly. 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 whole activities affect the District's interests; attendance at District or community events; and meetings with state or federal officials on issues of community concern.
c. Board Bylaw 9240 states that funds for Board training shall be budgeted annually for the Board and each Board member. In selecting appropriate activities, the Board and/or individual Board members shall consider activities that are aligned with the District's vision and goals and the needs of the Board or individual member to obtain specific knowledge and skills. Additionally, this bylaw says that Board members shall report, orally or in writing, on the Board training activities they attend, for the purpose of sharing the acquired knowledge or skills with the full Board and enlarging the benefit of the activity to the Board and District. This Bylaw is more specific to conferences, but I do see some overlap.
d. Here are some salient points that we shared with administrators at our administrative retreat that also can and should be applied to trustees with Administrative Regulation on Travel AR 3350.
    i. Principals/Department Heads should only approve travel if it is necessary for the effective operation of programs and services by the District, if it supports the objectives of the employee's job assignment, if the employee's activity will benefit the District, and, if funding is available.
    ii. It is the responsibility of the authorized traveler to use sound, prudent, and professional judgment when requesting travel approval. It is also the responsibility of the recommending and/or approving authority to determine the need, benefit, and appropriate use of employee time and District funds.
    iii. The ASDB form must be fully approved at least 60 or more calendar days in advance of the trip. When the 60-calendar day requirement is not

feasible, an explanation must be provided prior to approval. Advance planning is required in order to be put in the agenda for Board approval. Special Board meeting requests will not be granted. Out-of-State travel is prohibited without the prior approval of the Board of Trustees.

iv. An employee may stay at an approved conference hotel using either the government rate or discounted conference hotel rate. If unavailable, the employee should ensure that the cost of the hotel being used is less than or equal to the conference hotel.

v. The employee should ensure that flight reservations are made as far in advance as possible in order to secure the lowest cost.

vi. Air travel employees who need to travel by air that is expensed and reimbursed by the District shall adhere to the following guidelines: fly economy class, check multiple sources (e.g., internet sites) to find the lowest airfare, plan to purchase a minimum of 30-days in advance of flying for a low fare ticket, find the lowest available fare within a two-hour window from the desired departure/arrival time, find the lowest available fare with direct connections to destination, and if possible check refund policies to make sure the ticket type is appropriate The District will reimburse for the additional cost of one checked bag. The District will not reimburse for early check-in, upgraded seats, or any other additional services. It is expected that travelers exercise prudent judgment when expending public funds. Deviations from the above guidelines will require a written explanation and the approval of the Assistant/Associate Superintendent of Business Services. Air travel arrangements should be made through the District's credit card or employee's credit card after the ASDB form has been approved.

FISCAL IMPLICATIONS

To be determined.

RECOMMENDATION

It is recommended that the South San Francisco Unified School District Board of Trustees approve whether or not to increase their current annual spending accounts, in the amount of $2,000 for each Board Member, to allow for individual professional development conferences, fundraising events, or more social gathering events, and/or advocacy events.

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: June 20, 2024

RE: Approval of 2024-25 SSFUSD Local Control Accountability Plan (LCAP)

BACKGROUND:

The LCAP is used by school districts to provide information to all stakeholders regarding the Local Education Agency (LEA) actions, services and expenditures in order to support student outcomes and support overall achievement. At the June 6, 2024 Board of Trustees meeting, the District Office administration provided a brief overview of the proposed LCAP goals, actions, services and a public hearing was conducted. After receiving feedback from staff, parents, students and community members, and the San Mateo County Office of Education, slight modifications were made to the SSFUSD LCAP.

FISCAL IMPLICATIONS:

In the 2024-25 school year, SSFUSD will spend its estimated $7,855,225 LCFF Supplemental funds on actions and services principally directed toward unduplicated student groups, by offering a variety of programs and support for English learners, low income students, and foster youth. The funds will be expended in both District-wide initiatives and site allocations beyond the LCFF-Base to support academic, behavioral, and social emotional needs of the unduplicated pupils.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the SSFUSD 2024-25 LCAP as presented.

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: June 20, 2024

RE: Approval of SSFUSD Local Performance Indicators Self-reflection

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BACKGROUND:

Local performance indicators are part of the Local Control Accountability Plan (LCAP) process where districts annually self-assess their progress based on the eight State priorities. The 8 state priorities are:

- LCFF Priority 1: Basic Services (Conditions of Learning)
- LCFF Priority 2: Implementation of State Standards (Conditions of Learning)
- LCFF Priority 3: Parent Involvement (Engagement)
- LCFF Priority 4: Student Achievement (Pupil Outcomes)
- LCFF Priority 5: Student Engagement (Engagement)
- LCFF Priority 6: School Climate (Engagement)
- LCFF Priority 7: Course Access (Conditions of Learning)
- LCFF Priority 8: Student Outcomes (Pupil Outcomes)

Upon approval from the Board of Trustees, SSFUSD will be able to transfer this information into the State database and this information will be reported as part of the California Dashboard results that are usually released to the public in January 2025.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the SSFUSD Local Performance Indicators Self-reflection document as presented.

2024-25 Local Performance Indicator Self-Reflection

Local Educational Agency (LEA)	Contact Name and Title	Email and Phone
South San Francisco USD	Keith Irish Assistant Superintendent Educational Services	kirish@ssfusd.org 6508778709

Introduction

The California State Board of Education (SBE) approved standards for the local indicators that support a local educational agency (LEA) in measuring and reporting progress within the appropriate priority area.

This template is intended as a drafting tool and based on the Local Performance Indicator Quick Guide published by CDE in January 2024.

Performance Standards

The approved performance standards require an LEA to:

- Annually measure its progress in meeting the requirements of the specific Local Control Funding Formula (LCFF) priority.
- Report the results as part of a non-consent item at the same public meeting of the local governing board/body at which the Local Control and Accountability Plan (LCAP) is adopted.
- Report results to the public through the Dashboard utilizing the SBE-adopted self-reflection tools for each local indicator.

This Quick Guide identifies the approved standards and self-reflection tools that an LEA will use to report its progress on the local indicators.

Local Indicators

The local indicators address the following state priority areas:

Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities (LCFF Priority 1)

LEAs will provide the information below:

- Number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home
- Number of identified instances where facilities do not meet the “good repair” standard (including deficiencies and extreme deficiencies)

Note: The requested information are all data elements that are currently required as part of the School Accountability Report Card (SARC).

Note: LEAs are required to report the following to their local governing board/body in conjunction with the adoption of the LCAP:

- The LEA’s Teacher Assignment Monitoring and Outcome data available at https://www.cde.ca.gov/ds/ad/tamo.asp.
- The number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home, and
- The number of identified instances where facilities do not meet the “good repair” standard (including deficiencies and extreme deficiencies)

Implementation of State Academic Standards (LCFF Priority 2)

The LEA annually measures its progress implementing state academic standards; the LEA then reports the results to its local governing board/body at the same public meeting at which the LCAP is adopted and reports to educational partners and the public through the Dashboard.

Parent and Family Engagement (LCFF Priority 3)

This measure addresses Parent and Family Engagement, including how an LEA builds relationships between school staff and families, builds partnerships for student outcomes and seeks input for decision-making.

LEAs report progress of how they have sought input from parents in decision-making and promoted parent participation in programs to its local governing board or body using the SBE-adopted self-reflection tool for Priority 3 at the same public meeting at which the LEA adopts its LCAP, and reports to educational partners and the public through the Dashboard.

School Climate (LCFF Priority 6)

The LEA administers an annual local climate survey that captures a valid measure of student perceptions of school safety and connectedness, in at least one grade within each grade span(s) the LEA serves (e.g., TK-5, 6-8, 9-12), and reports the results to its local governing board/body at the same public meeting at which the LCAP is adopted and to educational partners and the public through the Dashboard.

Access to a Broad Course of Study (LCFF Priority 7)

The LEA annually measures its progress in the extent to which students have access to, and are enrolled in, a broad course of study that includes the adopted courses of study specified in the California Education Code (EC) for Grades 1-6 and Grades 7-12, as applicable, including the programs and services developed and provided to unduplicated students and individuals with exceptional needs; the LEA then reports the results to its local governing board/body at the same public meeting at which the LCAP is adopted and reports to educational partners and the public through the Dashboard.

Coordination of Services for Expelled Students – County Office of Education (COE) Only (LCFF Priority 9)

The COE annually measures its progress in coordinating services for foster youth; the COE then reports the results to its local governing board/body at the same public meeting at which the LCAP is adopted and reports to educational partners and the public through the Dashboard.

Coordination of Services for Foster Youth – COE Only (LCFF Priority 10)

The COE annually measures its progress in coordinating services for foster youth; the COE then reports the results to its local governing board/body at the same public meeting at which the LCAP is adopted and reports to educational partners and the public through the Dashboard.

Self-Reflection Tools

An LEA uses the self-reflection tools included within the Dashboard to report its progress on the local performance indicator to educational partners and the public.

The self-reflection tools are embedded in the web-based Dashboard system and are also available in Word document format. In addition to using the self-reflection tools to report its progress on the local performance indicators to educational partners and the public, an LEA may use the self-reflection tools as a resource when reporting results to its local governing board. The approved self-reflection tools are provided below.

Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities (LCFF Priority 1)

LEAs will provide the information below:

- Number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home
- Number of identified instances where facilities do not meet the “good repair” standard (including deficiencies and extreme deficiencies)

Note: The requested information are all data elements that are currently required as part of the School Accountability Report Card (SARC).

Note: LEAs are required to report the following to their local governing board/body in conjunction with the adoption of the LCAP:

- The LEA’s Teacher Assignment Monitoring and Outcome data available at https://www.cde.ca.gov/ds/ad/tamo.asp.
- The number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home, and
- The number of identified instances where facilities do not meet the “good repair” standard (including deficiencies and extreme deficiencies)

Academic Year	Total Teaching FTE	Clear	Out-of-Field	Intern	Ineffective	Incomplete	Unknown	N/A
2021-22	437.7	83.3%	0.8%	1.9%	4.6%	9.4%	0.1%	0.0%

Access to Instructional Materials	Number	Percent
Students Without Access to Own Copies of Standards-Aligned Instructional Materials for Use at School and at Home	0	0%

Facility Conditions	Number
Identified Instances Where Facilities Do Not Meet The “Good Repair” Standard (Including Deficiencies and Extreme Deficiencies)	0

Implementation of State Academic Standards (LCFF Priority 2)

LEAs may provide a narrative summary of their progress in the implementation of state academic standards based on locally selected measures or tools (Option 1). Alternatively, LEAs may complete the optional reflection tool (Option 2).

OPTION 1: Narrative Summary (Limited to 3,000 characters)
In the narrative box provided on the Dashboard, identify the locally selected measures or tools that the LEA is using to track its progress in implementing the state academic standards adopted by the state board and briefly describe why the LEA chose the selected measures or tools.

Additionally, summarize the LEA's progress in implementing the academic standards adopted by the SBE, based on the locally selected measures or tools. The adopted academic standards are:

- English Language Arts (ELA) – Common Core State Standards for ELA
- English Language Development (ELD) (Aligned to Common Core State Standards for ELA)
- Mathematics – Common Core State Standards for Mathematics
- Next Generation Science Standards
- History-Social Science
- Career Technical Education
- Health Education Content Standards
- Physical Education Model Content Standards
- Visual and Performing Arts
- World Language

Implementation of State Academic Standards (LCFF Priority 2)

OPTION 2: Reflection Tool

Recently Adopted Academic Standards and/or Curriculum Frameworks

1. **Rate the LEA's progress in providing professional learning for teaching to the recently adopted academic standards and/or curriculum frameworks identified below.**

   Rating Scale (lowest to highest):
   1 - Exploration and Research Phase
   2 - Beginning Development
   3 - Initial Implementation
   4 - Full Implementation
   5 - Full Implementation and Sustainability

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards for ELA			3		
ELD (Aligned to ELA Standards)			3		
Mathematics – Common Core State Standards for Mathematics			3		
Next Generation Science Standards		2			
History-Social Science		2			

2. **Rate the LEA's progress in making instructional materials that are aligned to the recently adopted academic standards and/or curriculum frameworks identified below available in all classrooms where the subject is taught.**

Rating Scale (lowest to highest):
1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards for ELA			3		
ELD (Aligned to ELA Standards)			3		
Mathematics – Common Core State Standards for Mathematics			3		
Next Generation Science Standards			3		
History-Social Science			3		

3. **Rate the LEA's progress in implementing policies or programs to support staff in identifying areas where they can improve in delivering instruction aligned to the recently adopted academic standards and/or curriculum frameworks identified below (e.g., collaborative time, focused classroom walkthroughs, teacher pairing).**

Rating Scale (lowest to highest):
1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards for ELA			3		
ELD (Aligned to ELA Standards)			3		
Mathematics – Common Core State Standards for Mathematics			3		
Next Generation Science Standards		2			
History-Social Science		2			

Other Adopted Academic Standards

4. Rate the LEA's progress implementing each of the following academic standards adopted by the state board for all students.

Rating Scale (lowest to highest):
1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Academic Standards	1	2	3	4	5	N/A
Career Technical Education	1					
Health Education Content Standards		2				
Physical Education Model Content Standards	1					
Visual and Performing Arts	1					
World Language		2				

Support for Teachers and Administrators

5. Rate the LEA's success at engaging in the following activities with teachers and school administrators during the prior school year (including the summer preceding the prior school year).

Rating Scale (lowest to highest):
1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Academic Standards	1	2	3	4	5
Identifying the professional learning needs of groups of teachers or staff as a whole			3		
Identifying the professional learning needs of individual teachers			3		
Providing support for teachers on the standards they have not yet mastered			3		

Optional Narrative (Limited to 1,500 characters)

6. Provide any additional information in the text box provided in the Dashboard that the LEA believes is relevant to understanding its progress implementing the academic standards adopted by the state board.

SSFUSD has been focusing on the implementation of the scope and sequence for English Language Arts, ELD, mathematics, science, and social science (secondary only). In 22-23, scope and sequence were implemented in English/math along with districtwide common assessments were implemented in K-12 English language Arts and in Mathematics in grades 6-12; in 23-24, the Social Studies department created end of unit assessments for grades 6, 7, and 8. During the 22 -23 school year, during monthly collaboration, teams of teachers started the scope and sequence process in World language (Spanish), all social science courses (6th, 7th, 8th, World History, US History). At the high school level, Ethnic Studies and Health course teams implemented new instructional materials (Health) and courses (Intro to Ethnic Studies) based on updated scope and sequence work completed the previous year. As part of our two-year Strategic Plan community engagement and development, we are in the process of developing an instructional vision and corresponding walk-through tool/evaluation rubric so we can monitor implementation of

instructional practices aligned with the District's scope and sequence and vision. In 23-24, SSFUSD began implementation of newly adopted science curriculum in TK - 8 and completed the review process to adopt new instructional materials for high school for the 24-25 school year. SSFUSD also started piloting math instructional materials in 23-24 and will continue the pilot and review process in 24-25.

Parental Involvement and Family Engagement (LCFF Priority 3)

Introduction

Family engagement is an essential strategy for building pathways to college and career readiness for all students and is an essential component of a systems approach to improving outcomes for all students. More than 30 years of research has shown that family engagement can lead to improved student outcomes (e.g., attendance, engagement, academic outcomes, social emotional learning, etc.).

Consistent with the California Department of Education's (CDE's) Family Engagement Toolkit: [1]

- Effective and authentic family engagement has been described as an intentional partnership of educators, families and community members who share responsibility for a child from the time they are born to becoming an adult.
- To build an effective partnership, educators, families, and community members need to develop the knowledge and skills to work together, and schools must purposefully integrate family and community engagement with goals for students' learning and thriving.

The LCFF legislation recognized the importance of family engagement by requiring LEAs to address Priority 3 within their LCAP. The self-reflection tool described below enables LEAs to reflect upon their implementation of family engagement as part of their continuous improvement process and prior to updating their LCAP.

For LEAs to engage all families equitably, it is necessary to understand the cultures, languages, needs and interests of families in the local area. Furthermore, developing family engagement policies, programs, and practices needs to be done in partnership with local families, using the tools of continuous improvement.

Instructions

This self-reflection tool is organized into three sections. Each section includes research and evidence-based practices in family engagement:

1. Building Relationships between School Staff and Families
2. Building Partnerships for Student Outcomes
3. Seeking Input for Decision-Making

Based on an evaluation of data, including educational partner input, an LEA uses this self-reflection tool to report on its progress successes and area(s) of need related to family engagement policies, programs, and practices. This tool will enable an LEA to engage in continuous improvement and determine next steps to make improvements in the areas identified. The results of the process should be used to inform the LCAP and its development process, including assessing prior year goals, actions and services and in modifying future goals, actions, and services in the LCAP.

LEAs are to implement the following self-reflection process:

1. Identify the diverse educational partners that need to participate in the self-reflection process in order to ensure input from all groups of families, staff and students in the LEA, including families of unduplicated students and families of individuals with exceptional needs as well as families of underrepresented students.

2. Engage educational partners in determining what data and information will be considered to complete the self-reflection tool. LEAs should consider how the practices apply to families of all student groups, including families of unduplicated students and families of individuals with exceptional needs as well as families of underrepresented students.

3. Based on the analysis of educational partner input and local data, identify the number which best indicates the LEA's current stage of implementation for each of the 12 practices using the following rating scale (lowest to highest):

   1 – Exploration and Research
   2 – Beginning Development
   3 – Initial Implementation
   4 – Full Implementation
   5 – Full Implementation and Sustainability

4. Based on the analysis of educational partner input and local data, respond to each of the prompts pertaining to each section of the tool.

5. Use the findings from the self-reflection process to inform the annual update to the LCAP and the LCAP development process, as well as the development of other school and district plans.

Sections of the Self-Reflection Tool

Section 1: Building Relationships Between School Staff and Families

Based on the analysis of educational partner input and local data, identify the number which best indicates the LEA's current stage of implementation for each practice in this section using the following rating scale (lowest to highest):

1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Practices	Rating Scale Number
1. Rate the LEA's progress in developing the capacity of staff (i.e., administrators, teachers, and classified staff) to build trusting and respectful relationships with families.	2
2. Rate the LEA's progress in creating welcoming environments for all families in the community.	3
3. Rate the LEA's progress in supporting staff to learn about each family's strengths, cultures, languages, and goals for their children.	3
4. Rate the LEA's progress in developing multiple opportunities for the LEA and school sites to engage in 2-way communication between families and educators using language that is understandable and accessible to families.	2

Building Relationships Dashboard Narrative Boxes (Limited to 3,000 characters)

1. Based on the analysis of educational partner input and local data, briefly describe the LEA's current strengths and progress in Building Relationships Between School Staff and Families.

SSFUSD continues to focus on providing our educational partners the opportunity to provide input and feedback on district plans and priorities. We have seen an increase in participation of educational partners in surveys. The Student Advisory Committee created in 2021-22 continues to work toward amplifying student voice in SSFUSD. A Family Fellows program was established in 2022-23 to increase the District's engagement with traditionally underrepresented and disenfranchised families; this has led to an increase in diverse voices attending community engagement meetings. Additional Family Community Liaisons were hired in 2023-24 to increase communication and outreach with families; this team has helped to make connections with families and community and has helped spearhead Parent Cafes and Community Learning Exchanges this school year.

2. Based on the analysis of educational partner input and local data, briefly describe the LEA's focus area(s) for improvement in Building Relationships Between School Staff and Families.

SSFUSD has provided numerous surveys to our educational partners over the past couple of years. in our surveys we often ask open ended questions. We need assistance in analyzing survey responses and using predictive intelligence to assist us in making determinations from the survey data. The introduction of Remind, a communication tool, and Qualtrics, a survey tool, have helped SSFUSD increase survey response rate and community engagement meeting participation from families. Our focus area for the 23 - 24 school year, is to improve our relationships with our non - English speaking families and make them feel more included. SSFUSD hired more Family Community Liaisons to assist in the intake process during registration and provide more outreach to our non - English speaking families. In addition, we partnered with Certified Languages, an organization that provides interpreting services in over 36 different languages. We want to ensure that our staff can speak to our families in the language that they are most comfortable with when having discussions about student progress.

3. Based on the analysis of educational partner input and local data, briefly describe how the LEA will improve engagement of underrepresented families identified during the self-reflection process in relation to Building Relationships Between School Staff and Families.

One of our LCAP goals is focused on increasing student, parent and community engagement. SSFUSD has numerous district parent committees (AAPAC - African American Parent Advisory committee), DELAC (District English Learners Advisory Committee, SEPAC (Special Education Advisory Committee - started in 2018), student advisory Committee (started in 2021) and (DEI) Diversity Equity Inclusion Committee - started in 2021. At the site level we have numerous committees such as SSC (School Site Council) , ELAC (English learners Advisory Committee) and PTA (site and district). In addition, SSFUSD provides opportunities to obtain stakeholder input on district plans such as the LCAP and ESSER III plans. So, the number of committees at the site and district level in addition to the surveys provides numerous opportunities for stakeholders to give input. However, our numbers at our meetings tend to be low (less than 50) and for surveys our responses rate is less than 15%. The introduction of Remind, a digital communication tool has helped us make progress in this area, and we continue to explore additional opportunities for stakeholder engagement. Some of the ways were thinking we could improve engagement of underrepresented families is to create additional district/site parent committees, hire multi-lingual staff such as Community Liaisons, and continue to expand the use of tools such as Remind to provide multiple ways to communicate with our families. In 23 -24, we partnered with Certified Languages to provide more interpretation in multiple languages to support communication between our schools/district and families. Many of site leaders use shorter and more frequent communication with their parent communities and with the continue use of virtual meetings we are seeing more parent engagement than in person. Additional feedback from site leaders and families has elevated the need for culturally responsive customer service training for staff; this will be an area of focus for staff development in 24-25 as part of our Strategic Plan and community engagement work.

We will continue to use these strategies and reassess annually.

Section 2: Building Partnerships for Student Outcomes

Based on the analysis of educational partner input and local data, identify the number which best indicates the LEA's current stage of implementation for each practice in this section using the following rating scale (lowest to highest):

1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Practices	Rating Scale Number
5. Rate the LEA's progress in providing professional learning and support to teachers and principals to improve a school's capacity to partner with families.	2

Action

Practices	Rating Scale Number
6. Rate the LEA's progress in providing families with information and resources to support student learning and development in the home.	2
7. Rate the LEA's progress in implementing policies or programs for teachers to meet with families and students to discuss student progress and ways to work together to support improved student outcomes.	2
8. Rate the LEA's progress in supporting families to understand and exercise their legal rights and advocate for their own students and all students.	2

Building Partnerships Dashboard Narrative Boxes (Limited to 3,000 characters)

1. Based on the analysis of educational partner input and local data, briefly describe the LEA's current strengths and progress in Building Partnerships for Student Outcomes.

Professional learning and support to our staff has been an area of focus, and the EDS department and school sites have provided numerous workshops to support student/family use of technology devices, educational online platforms and programs. The EDS department provided numerous trainings on instructional tools such as Nearpod, IXL, Screencastify, SeeSaw, Google Classroom, and Infinite Campus gradebook. Our technology TOSAs and Director of Student performance conducted parent workshops on digital citizenship, social media, and specific online programs. SSFUSD partnered with Air Tutors to provide online tutoring for our SWD students in grades K - 12. Distance learning over the past few years made school districts look at current practices, policies and procedures and SSFUSD had to make numerous decisions and changes to practices, and procedures to be alignment with new state laws. An area of growth for SSFUSD is to support families to understand their legal rights. However, our Director of Special Education via the SEPAC presented workshops on this topic and created a website which houses numerous resources for parents that have a student that has an individual education plan. Although we've making progress in this area we need to continue to provide opportunities for stakeholder engagement. Some of the ways we could improve engagement of underrepresented families is to create additional district/site parent committees, hire staff such as Community Liaisons, and explore the use of digital communication platforms to provide multiple ways to communicate with our families. In 2022-23, SSFUSD implemented Remind, a tool that facilitates communication via email, mobile application, or text messaging. Using this tool to send out information including announcements about community engagement meetings has helped increase attendance at in-person meetings and participation in online meetings. In addition to an increase in overall numbers, we are noticing a more diverse representation from families and schools at these meetings. A Family Fellows program introduced in 2022-23 has helped increase engagement with traditionally underrepresented and disenfranchised families. Many of site leaders use shorter and more frequent communication with their parent communities and with the continued use of virtual meetings we are seeing more parent engagement than in person. We will continue to use these strategies and reassess annually. SSFUSD has introduced Parent Cafes and Community Learning Exchanges in 2023-24 as additional avenues to engage with families and community in support of students. The SSF Education Foundation introduced a Middle School Education Day in Spring 2024 to educate families of current 5th and 8th graders to help them understand middle and high school and how to support their students in the transition to a new grade level span.

2. Based on the analysis of educational partner input and local data, briefly describe the LEA's focus area(s) for improvement in Building Partnerships for Student Outcomes.

SSFUSD has been focusing on using our current student information system, Infinite Campus, to its fullest capacity in order to provide timely information about student progress. SSFUSD adopted the Infinite Campus gradebook program and uses notifications within Infinite campus to provide direct communication via emails/alerts to parents/guardians regarding missing assignments, when progress reports are available and other timely notifications. Parent webinars and outreach about the Infinite Campus Parent Portal have also helped increase parent/guardian use of the Portal to monitor their students' attendance and academic progress. SSFUSD also implemented an early warning system in IC to assist counselors and staff with early notification based on academic progress, attendance, and behavior to provide another opportunity to monitor and intervene for students needing additional support. Parent webinars related to topics of interest including technology tools, social media, and mental health awareness have been offered throughout the year to support family dialogue with their students about these important topics.

3. Based on the analysis of educational partner input and local data, briefly describe how the LEA will improve engagement of underrepresented families identified during the self-reflection process in relation to Building Partnerships for Student Outcomes.

Through the Family Fellows program, cohorts of about 25 families go thru 9 sessions on topics in the educational field (e.g. attendance, special education, assessment data, know your rights) and school officials can attend one or more of these sessions. SSFUSD had two cohorts complete the family fellow program in 22 - 23, and we plan to have multiple cohorts in 23 - 24. Our existing cohort actually recruits new members for the new cohort. For the first two cohorts over 60% of the parents participating are Spanish speaking and 40% of the parents either have a student that is in one of our English Learner or special education programs. Parent Cafes and Community Learning Exchanges offered for the first time in 23-24 have yielded promising results that SSFUSD intends to learn from and build upon. For the end of year Community Learning Exchange held in May 2024, over 200 individuals attended, the majority of whom were Spanish speaking.

Section 3: Seeking Input for Decision-Making

Based on the analysis of educational partner input and local data, identify the number which best indicates the LEA's current stage of implementation for each practice in this section using the following rating scale (lowest to highest):

1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Practices	Rating Scale Number
9. Rate the LEA's progress in building the capacity of and supporting principals and staff to effectively engage families in advisory groups and with decision-making.	2
10. Rate the LEA's progress in building the capacity of and supporting family members to effectively engage in advisory groups and decision-making.	2
11. Rate the LEA's progress in providing all families with opportunities to provide input on policies and programs, and implementing strategies to reach and seek input from any underrepresented groups in the school community.	2
12. Rate the LEA's progress in providing opportunities to have families, teachers, principals, and district administrators work together to plan, design, implement and evaluate family engagement activities at school and district levels.	2

Seeking Input for Decision-Making Dashboard Narrative Boxes (Limited to 3,000 characters)

1. Based on the analysis of educational partner input and local data, briefly describe the LEA's current strengths and progress in Seeking Input for Decision-Making.

SSFUSD has created numerous documents and has provided training to site leaders to assist them in obtaining input from site committees such as School Site Council. During these meetings our staff builds a shared understanding so parents can provide input. We often include "input sessions" at most of our parent and district committee meetings. For those parents that were unable to attend we post the slide deck and often the recording of the meeting in case stakeholders want to watch the meeting. During the 2022-23 school year, SSFUSD began engagement with community groups as part of our process for informing the District's Strategic Plan. Outreach to communities and in particular, with communities that have traditionally had less representation and voice in our district were prioritized through the engagement process which included small and large group meetings, online and in person, throughout the school year. These community meetings were facilitated by members of our Strategic Plan Working Groups, which included community members, parents, students, and staff from across the district. In 23 - 24, SSFUSD

conducted 3 meetings at all of our schools to obtain input and feedback on the Strategic plan/LCAP (October, February and April). in May 2024, SSFUSD held a community learning exchange event focused on building purposeful partnerships with our local community partners and families which had over 200 participants.

2. Based on the analysis of educational partner input and local data, briefly describe the LEA's focus area(s) for improvement in Seeking Input for Decision-Making.

An area of growth for SSFUSD is to provide input opportunities on all district and site policies. Although we've making progress in this area we need to continue to provide opportunities for stakeholder engagement. Some of the ways were thinking we could improve engagement of underrepresented families is to create additional district/site parent committees, hire staff such as Community Liaisons (we added 3 more Community Liaisons in 23 -24), and the use of other digital communication platforms such as Remind to provide multiple ways to communicate with our families. Many of site leaders use shorter and more frequent communication with their parent communities and with the continued use of virtual meetings we are seeing more parent engagement than in person. We will continue to use these strategies and reassess annually. Site and District leaders have used existing meeting structures such as regularly-held PTSA meetings to engage with educational partners and solicit input on strategic plan, Portrait of a Graduate, and school goals.

3. Based on the analysis of educational partner input and local data, briefly describe how the LEA will improve engagement of underrepresented families identified during the self-reflection process in relation to Seeking Input for Decision-Making.

SSFUSD continues to work on strategies that will help us improve engagement with traditionally underrepresented families. The Family Fellows program started this year has helped amplify voices and representation from our Hispanic/Latinx community. Site leaders have reached out to families to conduct empathy interviews to learn more about what our families need and what modes of communication work best for them. We will continue to build on these strategies and others, and reassess annually.

School Climate (LCFF Priority 6)

Introduction

The initial design of the Local Control Funding Formula recognized the critical role that positive school conditions and climate play in advancing student performance and equity. This recognition is grounded in a research base demonstrating that a positive school climate directly impacts indicators of success such as increased teacher retention, lower dropout rates, decreased incidences of violence, and higher student achievement.

In order to support comprehensive planning, LEAs need access to current data. The measurement of school climate provides LEAs with critical data that can be used to track progress in school climate for purposes of continuous improvement, and the ability to identify needs and implement changes to address local needs.

Introduction
LEAs are required, at a minimum, to annually administer a local climate survey. The survey must:

- Capture a valid measure of student perceptions of school safety and connectedness in at least one grade within each grade span the LEA serves (e.g. TK-5, 6-8, 9-12); and

- At a minimum, report disaggregated data by student groups identified in California Education Code 52052, when such data is available as part of the local school climate survey.

Based on the analysis of local data, including the local climate survey data, LEAs are to respond to the following three prompts. Each prompt response is limited to 3,000 characters. An LEA may provide hyperlink(s) to other documents as necessary within each prompt:

Prompt 1 (DATA): Describe the local climate survey data, including available data disaggregated by student groups. LEAs using surveys that provide an overall score, such as the California Healthy Kids Survey, are encouraged to report the overall score for all students as well as available student group scores. Responses may also include an analysis of a subset of specific items on a local survey and additional data collection tools that are particularly relevant to school conditions and climate.

In an end of year counseling and school climate survey, SSFUSD secondary students indicated positive feedback about the school environment and supports available:

88% of students reported they have at least one trusted adult on campus they could turn to
75% of students reported they feel all students are treated fairly on campus with matters related to school policies including attendance and discipline
87% of students indicated they know where to go for mental health supports and resources
90% of students feel supported by their counselor when they go to their counselor for guidance

Prompt 2 (MEANING): Describe key learnings, including identified needs and areas of strength determined through the analysis of data described in Prompt 1, including the available data disaggregated by student group.

Our educational partners have indicated a few key areas that SSFUSD needs to address:

- Safe, inclusive learning environments - input/feedback indicate this is an area of need as students feel that sometimes they are not treated fairly in regards to school policies; This has made us re-evaluate discipline practices and focus more on providing restorative practices at our school sites.
- Students are reporting increased mental health needs following the pandemic which in turn has resulted in SSFUSD increasing our mental health supports for our students/families. SSFUSD has 6 Wellness Counselors at our secondary schools and we're looking to provide counselors at our elementary schools in the upcoming years. SSFUSD continues to partner with Daybreak to provide tele health therapy for our students in grades K - 12 which is free to our students/families up to 10 sessions.

Prompt 3 (USE): Describe any changes to existing plans, policies, or procedures that the LEA determines necessary in order to address areas of need identified through the analysis of local data and the identification of key learnings. Include any revisions, decisions, or actions the LEA has, or will, implement for continuous improvement purposes.

SSFUSD has provided professional learning opportunities on the SCARF framework in January 2024. The SCARF model is divided into five areas via an acronym for Status, Certainty, Autonomy, Relatedness, and Fairness. Status refers to one's sense of importance compared to others. Certainty pertains to the perceived ability to know and predict future outcomes. Autonomy exemplifies one's sense of control over social stimuli and how the perception of behaviors could affect the outcome of situations. Relatedness refers to security and the overall connection of the environment, people, and social conditions. Finally, fairness describes the perceived relative expected balance between people (Rock, 2008). Schools are creating different ways to infuse these strategies, routines into their classroom practices/routines.
https://gatewayimpact.org/sites/default/files/resource/files/SCARF%20Classroom%20Environment%20Planning%20Tool%20List.pdf

Access to a Broad Course of Study (LCFF Priority 7)

LEAs provide a narrative summary of the extent to which all students have access to and are enrolled in a broad course of study by addressing, at a minimum, the following four prompts:

1. Briefly identify the locally selected measures or tools that the LEA is using to track the extent to which all students have access to, and are enrolled in, a broad course of study, based on grade spans, unduplicated student groups, and individuals with exceptional needs served. (response limited to 1,500 characters)

SSFUSD analyzes master schedules and student transcripts, state (CA dashboard) and federal data (Civil Rights Data Collection) and surveys to all stakeholders to determine to what extent SSFUSD is providing access to a broad course of study for our students. In 2018 - 19, we analyzed our high school schedules and numerous data points, and a high school task force committee made a recommendation for the high schools to move to a modified 7 period block which includes a "flex period." Flex periods are built into the bell schedule and provide time for intervention support; SEL activities; make up work or get extra help from teacher; make up for missed tests; presentations from outside presenters, staff or counselors; time for students to meet with specific staff members so that students do not miss academic classes; provide opportunities for staff/students to build and create relationships. Our high schools are continuing to explore a variety of strategies to make Flex period a productive and meaningful time for students to receive additional support. Our middle schools embarked on a similar self-study process in 2021-22 and moved to a 7-period modified block for the 2023-24 school year. With the changes at both middle and high schools to a 7 period day, students have more opportunities to explore their interests through elective courses including career technical education courses, visual and performing arts, academic electives, and world language.

2. Using the locally selected measures or tools, summarize the extent to which all students have access to, and are enrolled in, a broad course of study. The summary should identify any differences across school sites and student groups in access to, and enrollment in, a broad course of study, and may describe progress over time in the extent to which all students have access to, and are enrolled in, a broad course of study. (response limited to 1,500 characters)

Flex periods provide opportunities that we all know are important but often struggle to fit into a traditional school schedule and try to do outside of regular school hours. While most commonly students go to different teachers for additional academic support, it is also common for students to participate in enrichment sessions, attend a review lesson on a topic, meet with an advisor, make up class assignments for days missed, participate in club meetings, take part in special events they earned (like PBIS related rewards), and partake in other extracurricular activities, like sports. At the high school level, new math classes (Explorations of Data Science and Financial Literacy) were implemented for the 2023-24 school year to provide options for students to complete a 3rd year of math in alignment with SSFUSD's updated graduation requirements for the Class of 2026. Feedback from staff, students, and parents about these courses has been largely positive. In a survey of middle school students, families, and staff, for whom the 7 period day schedule was new in 23-24, 85% of respondents agreed that students having more opportunities to take elective courses and a 7 period day was a positive change.

The change in bell schedule has assisted in the increase of our graduation rates at both high schools - SSFHS - 2018 (78.4%), 2019 (78.5%) 2020 (82.4%), 2021 (88.7%), 2022 (90.5%), 2023 (87.8%); ECHS - 2018 - (92.2%). 2019 - (94.8%), 2020 (94.1%), 2021 (97.7%), 2022 (97.7%), 2023 (98.6%). For the College Career Indicator we've seen increases as well, : SSFHS - 2018 (31.6% prepared), 2019 - (32.5%), 2020 (36.5%), 2023 - (58.8%); ECHS - 2018 (28% - prepared), 2019 - (35.5% - prepared), 2020 (56.1%), 2023 - (65.1%). [Note: CCI dashboard did not produce a "prepared" rating in 2021 and 2022 due to pandemic school closures]. We attribute these increases to more access to courses aligned to their interests, more support to allow students to recover credit deficiencies during the school year and in the summer, increased CTE course and pathway offerings, and more frequent communication and collaboration between electives programs and counseling departments.

3. Given the results of the tool or locally selected measures, identify the barriers preventing the LEA from providing access to a broad course of study for all students. (response limited to 1,500 characters)

SSFUSD convened a Middle School Schedule Committee in 2021-22 to analyze our middle school bell schedules with the goal of exploring ways to provide opportunities for intervention and expand access to a broad course of study and a new Middle School bell schedule with a 7-period day was implemented for the 2023-24 school year. The 7 period schedule and changes to scheduling practices allowed for students to have access to more electives, including CTE courses funded in part by a CTE grant continue to build pathways to assist our students in being college and career ready when they graduate from SSFUSD. Some of the barriers we've encountered are the length of the school day and staffing shortages that have led to some impacted classes and programs. We continue to monitor the impact of the schedule change and provide opportunities for input with our various committees, and will

use data to inform our decisions. We want to be sure increase opportunities and access for our under represented students as we continue to analyze our grading practices and placement criteria for high school courses.

4. In response to the results of the tool or locally selected measures, what revisions, decisions, or new actions will the LEA implement, or has the LEA implemented, to ensure access to a broad course of study for all students? (response limited to 1,500 characters)

SSFUSD continues to provide intervention courses to assist our students in meeting academic content standards. In particular, we are analyzing our supports for our English Learners and student with disabilities and designing classes such as Controversial Issues in Society, a college prep course designed for Long-term English Learners that focuses on strengthening academic language skills. We are also continuing to build strong CTE pathways and introduced a Building Construction pathway in 2022-2023. Sections have been allocated at the ECHS and SSFHS to support student access to courses including AP and CTE. To support the transition to a 7-period day for the Middle School schedules, sections have been allocated to support the development and implementation of elective courses at middle school. In 2023-24, we added a second course to the Building Construction pathway and with the new 7-period bell schedule, all middle schools offered more electives including sections of Project Lead the Way courses. In 2024-25, SSFUSD plans to add a Health Science CTE pathway at the high school level and will continue to develop and support robust elective course options at the middle school level. Peer counseling support classes were piloted at one middle school and one high school in 2023-24 with plans to extend these offerings to the other middle and high schools within the next two years.

Coordination of Services for Expelled Students – COE Only (LCFF Priority 9)

Assess the degree of implementation of the progress in coordinating instruction for expelled students in your county.

Rating Scale (lowest to highest):
1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Coordinating Instruction	1	2	3	4	5
1. Assessing status of triennial plan for providing educational services to all expelled students in the county, including:	[No response required]	[No response required]	[No response required]	[No response required]	[No response required]
a. Review of required outcome data.					
b. Identifying existing educational alternatives for expelled pupils, gaps in educational services to expelled pupils, and strategies for filling those service gaps.					
c. Identifying alternative placements for pupils who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district					

Coordinating Instruction	1	2	3	4	5
pupils.					
2. Coordinating on development and implementation of triennial plan with all LEAs within the county.					
3. Establishing ongoing collaboration and policy development for transparent referral process for LEAs within the county to the county office of education or other program options, including dissemination to all LEAs within the county a menu of available continuum of services for expelled students.					
4. Developing memorandum of understanding regarding the coordination of partial credit policies between district of residence and county office of education.					

Coordination of Services for Foster Youth – COE Only (LCFF Priority 10)

Assess the degree of implementation of coordinated service program components for foster youth in your county.

Rating Scale (lowest to highest):

1 - Exploration and Research Phase
2 - Beginning Development
3 - Initial Implementation
4 - Full Implementation
5 - Full Implementation and Sustainability

Coordinating Services	1	2	3	4	5
1. Establishing ongoing collaboration and supporting policy development, including establishing formalized information sharing agreements with child welfare, probation, Local Education Agency (LEAs), the courts, and other organizations to support determining the proper educational placement of foster youth (e.g., school of origin versus current residence, comprehensive versus alternative school, and regular versus special education).					

Coordinating Services	1	2	3	4	5
2. Building capacity with LEA, probation, child welfare, and other organizations for purposes of implementing school-based support infrastructure for foster youth intended to improve educational outcomes (e.g., provide regular professional development with the Foster Youth Liaisons to facilitate adequate transportation services for foster youth).					
3. Providing information and assistance to LEAs regarding the educational needs of foster youth in order to improve educational outcomes.					
4. Providing direct educational services for foster youth in LEA or county-operated programs provided the school district has certified that specified services cannot be provided or funded using other sources, including, but not limited to, Local Control Funding Formula, federal, state or local funding.					
5. Establishing ongoing collaboration and supporting development of policies and procedures that facilitate expeditious transfer of records, transcripts, and other relevant educational information.					
6. Facilitating the coordination of post-secondary opportunities for youth by engaging with systems partners, including, but not limited to, child welfare transition planning and independent living services, community colleges or universities, career technical education, and workforce development providers.					
7. Developing strategies to prioritize the needs of foster youth in the community, using community-wide assessments that consider age group, geographical area, and identification of highest needs students based on academic needs and placement type.					

Coordinating Services	1	2	3	4	5
8. Engaging in the process of reviewing plan deliverables and of collecting and analyzing LEA and COE level outcome data for purposes of evaluating effectiveness of support services for foster youth and whether the investment in services contributes to improved educational outcomes for foster youth.					

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

DATE: June 20, 2024

RE: Approval of the College and Career Access Pathways (CCAP) Partnership for the July 1, 2024-June 20, 2027 School Years

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BACKGROUND:

The San Mateo Community College District and SSFUSD desire to enter into an agreement for the purpose of offering or expanding dual enrollment opportunities at Skyline Middle College for SSFUSD students under the CCAP program, with a focus on high school students who may not already be college bound or who are underrepresented in higher education. The goals include developing seamless pathways from high school to community college for career technical education or preparation for transfer to four year universities, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness.

FISCAL IMPLICATIONS:

There is no financial cost to the District.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the District's agreement for a dual enrollment partnership with the CCAP for the July 1, 2024-June 20, 2027 school years.

To: High School and Unified School District Partners in CCAP Dual Enrollment

From: Dr. Aaron McVean, Vice Chancellor of Educational Services and Planning

San Mateo County Community College District (SMCCCD)

CC: Cabrillo Unified School District, Jefferson Union High School District, San Mateo Union High School District, South San Francisco Unified School District, Sequoia Union High School District, Cañada College, College of San Mateo, Skyline College

Subject: CCAP Dual Enrollment Instructor Evaluations – Memo 202324-01

This memo and associated documents are intended to clarify the evaluation process that is expected for all High School Partner Teachers who teach dual enrollment courses under the College and Career Access Pathways (CCAP) agreement.

Background

The CCAP Agreement that the SMCCCD has had with partner school districts includes Article 7 which, in part, states:

7. INSTRUCTOR(S)

7.1 All instructors teaching COLLEGE courses offered under this Agreement must meet the minimum qualifications for instruction in a California community college, as required by applicable law. Such instructors may be hired by the COLLEGE DISTRICT and become COLLEGE DISTRICT employees or may be SCHOOL DISTRICT employees provided by the SCHOOL DISTRICT. Instructors who are hired by the COLLEGE DISTRICT, shall be evaluated by the COLLEGE DISTRICT using the adopted evaluation process and standards for faculty of the COLLEGE DISTRICT.

a. Instructors who are employees of the SCHOOL DISTRICT, and not of the COLLEGE DISTRICT, shall read, understand and enter into a Memorandum of Understanding (MOU) with the COLLEGE DISTRICT. The MOU is attached hereto and made a part hereof as APPENDIX B. Instructors who are not employees of the COLLEGE DISTRICT will not retain any benefits available to COLLEGE DISTRICT faculty *(emphasis added).*

7.11 The performance of instructors in relation to courses offered under this Agreement shall be evaluated by the COLLEGE DISTRICT using the adopted evaluation process and standards for faculty of the COLLEGE DISTRICT, subject to the approval of COLLEGE DISTRICT *(emphasis added).*"

Overview

The evaluation process referenced in the MOU can be found in the AFT 1493 San Mateo Community College Federation of Teachers Collective Bargaining Agreement, here: Evaluation Procedures – Adjunct and Grant-Funded Faculty Pg. 20: Faculty Evaluation Procedures.

This process is a peer evaluation process that involves classroom observation by a related department/discipline faculty member (if possible), a self-assessment, student questionnaire, and a portfolio review. The Dean of the Division in which the department/discipline is located is responsible for identifying the full-time faculty member who will conduct the evaluation. The high school partner teacher can also have input in the selection of the faculty member. The full-time faculty evaluator has the responsibility to uphold the confidentiality of the high school partner teacher evaluation process and the principles of inclusivity and academic freedom; promote and respect diversity; and conduct fair and unbiased evaluations.

The intent of the evaluation process is to ensure, among other things, that dual enrollment class(es) are taught according to the Course Outline of Record (COR) and include assignments, student evaluations, and a pedagogical approach that promotes the fulfillment of student learning outcomes, commiserate with the awarding of college credit.

The evaluation is not intended to be punitive, and the results of the evaluation cannot be used to impact the employment of the high school partner teachers in their respective school district. The content of the evaluation is not shared with the high school district administration. However, there may be a need to communicate the outcome of the overall evaluation if it would potentially impact the high school partner teacher's ability to continue teaching dual enrollment classes (i.e., receives a rating of "Unsatisfactory" in their first evaluation; see Faculty Evaluation Procedures). The designated college campus will support the instructor's development and work towards meeting expectations to continue teaching for dual enrollment. Record of evaluations will be maintained by the SMCCCD.

Expected Evaluation Implementation Timeline

It is expected that high school and unified school district partners will work in collaboration with responsible college administrators to schedule the evaluation of high school partner teachers beginning in the 2024-25 academic year. All effort should be made to prioritize the evaluation of high school partner teachers who are teaching in their first semester of dual enrollment per Section D of the SMCCCD Faculty Evaluation Procedures. Ideally, all high school partner teachers will be scheduled to be evaluated in the 2024-25 academic year. However, if this is not possible due to extenuating circumstances (e.g., lack of availability of full-time faculty evaluators) then the evaluation of the high school partner teacher(s) must be scheduled in the subsequent 2025-26 academic year.

Resources

Adjunct Faculty Evaluation Forms: Classroom Observation Form, Online Class Observation Form, Instructions for Administering Student Questionnaire (Classroom), Instructions for Administering Student Questionnaire (Online), Student Questionnaire (Classroom/Online), Portfolio Review Form, Mandatory Self-Assessment Form, Dean/Responsible Administrator's Assessment of Non-Teaching Responsibilities

Evaluation Process Visual Guide - Google PDF: Dual Enrollment Evaluation Visual

Appendix B: MOU Between San Mateo County Community College District and Instructor of Community College Class Under CCAP Agreement. The term of this MOU shall be for the duration of the CCAP Agreement for the term of July 1, 2024 through June 30, 2027.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

3401 CSM Drive, San Mateo, CA 94402

COLLEGE AND CAREER ACCESS PATHWAYS DUAL ENROLLMENT PARTNERSHIP AGREEMENT WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

This College and Career Access Pathway Partnership Agreement ("Agreement") is entered into by and between San Mateo County Community College District (hereinafter called "COLLEGE DISTRICT") and South San Francisco Unified School District having its principal business address at 398 B Street, South San Francisco, CA 94080 (hereinafter called "SCHOOL DISTRICT"). This Agreement shall become effective upon the execution date of this Agreement by both Contractor and District, whichever shall later occur (the "Effective Date"). District and Contractor are referred to in this Agreement individually as "Party" and collectively as "Parties."

WHEREAS, this Agreement relates to a College and Career Access Pathways ("CCAP") dual enrollment partnership between the parties at the COLLEGE DISTRICT'S three colleges: Cañada College, College of San Mateo (CSM), and Skyline College (hereinafter referred to as "COLLEGES").

WHEREAS, the COLLEGE DISTRICT and SCHOOL DISTRICT desire to enter into this Agreement for the purpose of offering or expanding dual enrollment opportunities at the COLLEGES for the SCHOOL DISTRICT'S students under the CCAP program, consistent with the provisions of Assembly Bill 288, as codified at Section 76004 of the California Education Code, with a focus on high school students who may not already be college bound or who are underrepresented in higher education, including first-time college students, low-income students, students who are current or former foster youth, homeless students, students with disabilities, and students with dependent children. The parties' goals include developing seamless pathways from high school to community college for career technical education or preparation for transfer to four year universities, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness.

NOW THEREFORE, the COLLEGE DISTRICT and SCHOOL DISTRICT agree as follows:

1. DEFINITIONS

1.1 CCAP AGREEMENT COURSES – Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and procedures of COLLEGE DISTRICT and applicable law.

1.2 HIGH SCHOOL - Includes community school, continuation high school, juvenile court school, charter school, or adult education program offering high school diplomas or high school equivalency certificates.

1.3 PUPIL OR STUDENT – A resident or nonresident student attending high school in

California. These two terms are used interchangeably throughout the Agreement.

2. TERM OF AGREEMENT

2.1 The term of this Agreement shall be for three years, beginning in July 1, 2024 and ending on June 30, 2027. The Agreement shall be extended for subsequent three (3) year terms, unless a party gives timely notice to the other party of its intent to terminate the Agreement at the end of the then-current term, in accordance with Section 18 of this Agreement.

3. INFORMATION AND PROVISIONS REQUIRED BY CALIFORNIA EDUCATION CODE SECTION 76004

3.1 **Appendix A** of this Agreement, incorporated herein by reference, sets forth the total number of SCHOOL DISTRICT students to be served; the scope, nature, time, location, and listing of community college courses to be offered; and criteria the parties intend to apply to assess the ability of pupils to benefit from those courses.

3.2 Pursuant to Section 49076(a)(2)(F) of the California Education Code, the COLLEGE DISTRICT and SCHOOL DISTRICT may release to each other, without parental consent, information from pupil records information from pupil records for pupils who have enrolled, or sought to enroll, in a course offered under this Agreement. SCHOOL DISTRICT will be responsible for advising parents/guardians/eligible students of their right to receive a copy of the records and to a hearing to challenge the content of the records as set forth in Section 49068 of the California Education Code and Section 99.34 of Title 34 of the Code of Federal Regulations. Requests for pupil information shall be directed to each party's points of contact identified in Section 19.

3.3 Section 15 of the Appendix A to this Agreement sets forth protocols for joint facilities use.

3.4 Section 5 of this Agreement includes protocols for parental consent for high school pupils to enroll in community college courses.

3.5 Section 19 and Appendix A of this Agreement identifies the COLLEGE DISTRICT and SCHOOL DISTRICT point of contacts for this Agreement.

4. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

4.1 Consistent with Section 76004(a) of the California Education Code, SCHOOL DISTRICT students eligible to participate in the dual enrollment partnership shall include those who may not already be college bound or who are underrepresented in higher education, and eligibility determinations shall be made with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness.

4.2 To be eligible to enroll in a course offered under this Agreement, a SCHOOL DISTRICT student must have been admitted to the COLLEGE and must satisfy any applicable prerequisites for the course. Applicable prerequisites for particular courses offered under

this Agreement will be determined by COLLEGE DISTRICT and shall be in compliance with applicable law and COLLEGE DISTRICT standards and policies.

4.3 The COLLEGE DISTRICT's admissions and registration guidelines set forth in applicable law and COLLEGE DISTRICT policy shall apply to all students who enroll in courses offered under this Agreement.

4.4 In accordance with California Education Code § 76004(g), COLLEGE DISTRICT may assign priority for enrollment and course registration to a SCHOOL DISTRICT pupil seeking to enroll in a community college course that is required for the pupil's CCAP partnership program that is equivalent to the priority assigned to a pupil attending a middle college high school as described in California Education Code § 11300 and consistent with middle college high school provisions in California Education Code § 76001. Units completed by a pupil under this Agreement may count towards determining a pupil's registration priority for enrollment and course registration at the COLLEGE.

4.5 In accordance with California Education Code § 76004(p), special part-time students enrolled in courses offered under this Agreement may enroll in up to a maximum of 15 units per term if the units; 1) constitute no more than four community college courses per term; 2) are part of an academic program that is covered under this Agreement, 3) are designed to award students with both a high school diploma and an associate degree or certificate or a credential.

4.6 SCHOOL DISTRICT students must obtain approval from the SCHOOL DISTRICT in order to enroll, during the same semester, in more than one course offered under this Agreement.

4.7 SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students who are enrolled in courses under this Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to California Education Code §§ 46141 and 46142. SCHOOL DISTRICT defines a "regular school day" as at least 240 minutes of instruction in high-school-credit-only courses.

5. COLLEGE APPLICATION PROCEDURE

5.1 The COLLEGE DISTRICT will be responsible for processing student applications to participate in the CCAP partnership program.

5.2 The COLLEGE DISTRICT will provide the necessary admission and registration forms and procedures and both COLLEGE DISTRICT and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements. For high school pupil, the admission and/or registration forms requires signature from only one parent or guardian, and the SCHOOL DISTRICT'S principal recommendation to signify consent to the pupil's enrollment in at least one of the COLLEGE courses, for the duration of the pupil's participation in the CCAP partnership, until consent is withdrawn. The COLLEGE may accept but shall not require students to provide high school transcripts or social security numbers as a condition of dual enrollment.

5.3 The SCHOOL DISTRICT shall assist COLLEGE DISTRICT in the admission and registration of SCHOOL DISTRICT students as necessary and requested by COLLEGE DISTRICT.

6. CCAP AGREEMENT COURSES AND STUDENT SERVICES

6.1 For courses offered under this Agreement at a SCHOOL DISTRICT campus during the regular school day, either in person or using an online platform, the COLLEGE DISTRICT shall limit enrollment to eligible high school students.

6.2 The COLLEGE DISTRICT conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils.

6.3 The attendance of a high school pupil at a community college as a special part-time or full-time student is authorized attendance for which the COLLEGE shall be credited or reimbursed pursuant to California Education Code § § 48802 or 76002, provided that no school district or county office of education has received reimbursement for the same instructional activity. For the purposes of calculating classroom-based average daily attendance for classroom-based instruction apportionments, at least 80 percent of the instructional time offered by a charter school to an authorized CCAP partnership agreement shall be the schoolsite, and the charter school shall require the attendance of a pupil for a minimum of 50 percent of the minimum instructional time required to be offered of California Education Code § 47612.5, if the pupil is also a special part-time student enrolled in a community college and the pupil will receive academic credit upon satisfactory completion of enrolled courses.

6.4 The COLLEGE DISTRICT is responsible for all courses and educational programs offered under this Agreement whether the course and educational program is offered at a SCHOOL DISTRICT site or at the COLLEGE DISTRICT campus.

6.5 Courses offered at a SCHOOL DISTRICT campus shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE DISTRICT Board and submitted to the California Community Colleges Chancellor's Office (CCCCO), unless course is a standalone class (i.e., a class that is not part of an approved program, or a credit class that is required for a certificate of fewer than 18 semester or 28 quarter units that has not been approved by the CCCCO as a Certificate of Achievement). Course outlines will be provided to the SCHOOL DISTRICT.

6.6 Courses must be of a sufficient length to meet hours requirements set in the stated performance objectives in the course outlines provided to the SCHOOL DISTRICT each semester.

6.7 Courses offered under this Agreement at a SCHOOL DISTRICT campus shall be jointly reviewed and approved by the COLLEGE DISTRICT and SCHOOL DISTRICT.

6.8 Courses offered under this Agreement at a SCHOOL DISTRICT campus shall be of the same quality and rigor as those offered on COLLEGE DISTRICT campuses and shall comply with COLLEGE DISTRICT academic standards.

6.9 Courses shall be listed in the COLLEGES catalog with the same department designations, course descriptions, numbers, titles, and credits, regardless of whether they are offered at the COLLEGES or SCHOOL DISTRICT campus.

6.10 Courses offered under this Agreement shall comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to the COLLEGE DISTRICT, as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE DISTRICT course-related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE DISTRICT regulations, policies, procedures, prerequisites, and standards shall prevail.

6.11 The COLLEGE DISTRICT certifies, in accordance with California Education Code § 76004(k)(2), that a COLLEGE course that is oversubscribed or has a waiting list shall not be offered under the terms of this Agreement.

6.12 A student's withdrawal prior to completion of a course offered as part of this Agreement shall be in accordance with COLLEGE DISTRICT guidelines, policies, pertinent statutes and regulations relating to such withdrawals.

6.13 Supervision and evaluation of students enrolled in courses offered as part of this Agreement shall be in accordance with the COLLEGES guidelines, policies, pertinent statutes, and regulations.

6.14 The COLLEGES have the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.

6.15 Site visits by one or more representatives of the COLLEGE DISTRICT shall be permitted by the SCHOOL DISTRICT to ensure that courses offered at a SCHOOL DISTRICT campus meet the same standards as those applied to courses offered on the campus of the COLLEGES.

6.16 In accordance with California Education Code § 76004(d), COLLEGE DISTRICT shall not provide physical education course opportunities to high school students pursuant to this Agreement, nor shall they provide any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness.

6.17 A participating COLLEGE DISTRICT may enter into a CCAP partnership with a school district or county office of education partner that is governed by a CCAP partnership agreement approved by the governing boards of both partners. As a condition of adopting a CCAP partnership agreement, the governing board of each partner must do the following: For career technical education pathways, to be provided under the partnership, consult with and consider the input of, the appropriate local workforce development board to determine the extent to which pathways are aligned with regional and statewide employment needs. The governing board of each partner shall have final decision-making authority regarding the career technical education pathways to be provided under the partnership.

6.18 COLLEGE DISTRICT and SCHOOL DISTRICT will ensure that ancillary and support services (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring) are available to students enrolled in courses offered under this Agreement. SCHOOL DISTRICT will ensure that students are provided with accommodations or

modifications as required by federal or state law, including under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act.

6.19 COLLEGE DISTRICT shall not enter into a CCAP partnership with a school district or a county office of education within the service area of another community college district, except where an agreement exists, or is established, between those community college districts authorizing the CCAP partnership.

7. INSTRUCTOR(S)

7.1 All instructors teaching COLLEGE courses offered under this Agreement must meet the minimum qualifications for instruction in a California community college, as required by applicable law. Such instructors may be hired by the COLLEGE DISTRICT and become COLLEGE DISTRICT employees or may be SCHOOL DISTRICT employees provided by the SCHOOL DISTRICT. Instructors who are hired by the COLLEGE DISTRICT, shall be evaluated by the COLLEGE DISTRICT using the adopted evaluation process and standards for faculty of the COLLEGE DISTRICT.

a. Instructors who are employees of the SCHOOL DISTRICT, and not of the COLLEGE DISTRICT, shall read, understand and enter into a Memorandum of Understanding (MOU) with the COLLEGE DISTRICT. The MOU is attached hereto and made a part hereof as APPENDIX B. Instructors who are not employees of the COLLEGE DISTRICT will not retain any benefits available to COLLEGE DISTRICT faculty.

7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to instructors of courses offered under this Agreement who are SCHOOL DISTRICT employees.

7.3 The COLLEGE DISTRICT shall be solely responsible for all salaries, wages, and benefits due to instructors of courses offered under this Agreement who are COLLEGE DISTRICT employees.

7.4 The COLLEGE DISTRICT shall be responsible for instructor salaries associated with the instructional class time of the classes conducted under this Agreement, provided the instructor is not an employee of the SCHOOL DISTRICT. The COLLEGE DISTRICT has no obligation to compensate instructors for any supplemental instruction, including supplemental instruction related to course material that extends beyond the college schedule.

7.5 For purposes of assignment monitoring and reporting to the county office of education, the SCHOOL DISTRICT will be the employer of record with respect to courses for which the instructor is an employee of the SCHOOL DISTRICT; for other courses offered under this Agreement, COLLEGE DISTRICT will be the employer of record.

7.6 In accordance with California Education Code § 76004(m)(2), the SCHOOL DISTRICT shall assume reporting responsibilities pursuant to applicable federal teacher quality mandates.

7.7 The COLLEGE DISTRICT shall have the primary right to control and direct the activities of instructors of courses offered under this Agreement. Instructors who teach courses

offered under this Agreement must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duty during the instructional activity. As a general rule, faculty must be physically present in the classroom or lab or within line-of-sight of the students.

7.8 Instructors who teach courses offered under this Agreement shall comply with the fingerprinting requirements set forth in California Education Code § 45125 and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered under this Agreement or otherwise provide services on a SCHOOL DISTRICT site.

7.9 Prior to the start of each course offered under this Agreement, instructors provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE DISTRICT regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Faculty training shall be approved by and provided by the COLLEGE DISTRICT.

7.10 Instructors provided by the SCHOOL DISTRICT shall participate in professional development activities sponsored by the COLLEGE DISTRICT as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction relating to course content, course delivery, assessment, evaluation, and/or research and development in the field.

7.11 The performance of instructors in relation to courses offered under this Agreement shall be evaluated by the COLLEGE DISTRICT using the adopted evaluation process and standards for faculty of the COLLEGE DISTRICT, subject to the approval of COLLEGE DISTRICT.

7.12 Instructors who fail to comply with the policies, regulations, standards, and expectations of the COLLEGE and/or COLLEGE DISTRICT shall be ineligible to teach courses offered under this Agreement.

7.13 The COLLEGE DISTRICT may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of COLLEGE DISTRICT specifically with regard to their duties as instructors of COLLEGE courses offered under this Agreement.

7.14 The COLLEGE DISTRICT will be the employer of record for all COLLEGE DISTRICT employees who teach courses offered under this Agreement, notwithstanding the fact that the courses may take place at a SCHOOL DISTRICT campus.

8. ASSESSMENT OF LEARNING AND CONDUCT

8.1 Students enrolled in COLLEGE courses offered under this Agreement at a SCHOOL DISTRICT campus shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.

8.2 Students enrolled in COLLEGE courses offered under this Agreement at a SCHOOL DISTRICT campus shall be held to the same grading standards as those utilized in courses taught on the COLLEGE campus.

8.3 Students enrolled in COLLEGE courses offered under this Agreement at a SCHOOL DISTRICT campus shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.

8.4 Students enrolled in COLLEGE courses offered under this Agreement at a SCHOOL DISTRICT campus shall be held to the same behavioral standards as those applied to students in courses taught on the COLLEGE campus.

8.5 Students who withdraw from a course offered under this Agreement will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines to avoid a "W" on their transcript.

8.6 A dropped class will follow the COLLEGE drop date deadlines and may appear on the high school transcript as a college course depending on when the class was dropped. A student may complete the course to receive high school credit.

9. STUDENT FEE PROHIBITIONS AND EXEMPTIONS

9.1 In accordance with California Education Code § 76004(f), high school pupils enrolled in courses offered under this Agreement shall not be assessed or charged any fee prohibited by California Education Code § 49011, including a fee charged to a pupil, or a pupil's parent or guardian, as a condition for course registration or for textbooks, supplies, materials, and/or equipment needed to participate in the course. Section 4 of Appendix A to this Agreement specifies the textbooks, supplies, materials, and equipment required for each course offered under this Agreement; the costs of these textbooks, supplies, materials, and/or equipment, which are also specified in the Appendix A will be borne by the SCHOOL DISTRICT.

9.2 In accordance with California Education Code § 76004(q), high school pupils enrolled in courses offered under this Agreement and that are properly classified as having "special part-time student" status as described by California Education Code § 76004(p) shall be exempt from the following community college fee requirements: Student Representation Fee (California Education Code § 76060.5); Nonresident Tuition Fee (California Education Code § 76140); Transcript Fees (California Education Code § 76223); Course Enrollment Fees (California Education Code § 76300); Apprenticeship Course Fees (California Education Code § 76350); Child Development Center Fees (California Education Code § 79121).

10. APPORTIONMENT

10.1 Neither COLLEGE DISTRICT nor SCHOOL DISTRICT shall claim allowances or apportionments from the State of California with respect to students enrolled in courses offered under the Agreement.

11. CERTIFICATIONS

11.1 The COLLEGE DISTRICT certifies, in accordance with California Education Code § 76004(h), that any COLLEGE DISTRICT instructor teaching a course on a SCHOOL DISTRICT campus shall not have been convicted of any sex offense as defined in California Education Code § 87010, or any controlled substance offense as defined in California Education Code § 87011.

11.2 The SCHOOL DISTRICT certifies, in accordance with California Education Code § 76004(i), that any COLLEGE DISTRICT instructor teaching a course at a SCHOOL DISTRICT campus has not displaced or resulted in the termination of an existing SCHOOL DISTRICT teacher teaching the same course on the SCHOOL DISTRICT campus.

11.3 The COLLEGE DISTRICT certifies, in accordance with California Education Code § 76004(j), that a qualified SCHOOL DISTRICT teacher teaching a course offered for college credit at a SCHOOL DISTRICT campus has not displaced or resulted in the termination of an existing COLLEGE DISTRICT faculty member teaching the same course at the COLLEGE campus.

11.4 The COLLEGE DISTRICT certifies, in accordance with California Education Code § 76004(k)(1), that a COLLEGE course offered for college credit at a SCHOOL DISTRICT campus shall not reduce access to the same course offered at the COLLEGE campus.

11.5 The COLLEGE DISTRICT certifies, in accordance with California Education Code § 76004(k)(3), that participation in this Agreement is consistent with the core mission of community colleges pursuant to Education Code § 66010.4, and that pupils participating in this Agreement will not lead to enrollment displacement of otherwise eligible adults in the COLLEGE.

11.6 The COLLEGE DISTRICT and the SCHOOL DISTRICT each certify, in accordance with California Education Code § 76004(l), that the SCHOOL DISTRICT and COLLEGE DISTRICT each comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a course under this Agreement that is offered for high school credit.

11.7 The COLLEGE DISTRICT and the SCHOOL DISTRICT each certify, in accordance with California Education Code § 76004(n), that any remedial course taught by COLLEGE faculty at a SCHOOL DISTRICT campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the SCHOOL DISTRICT, and shall involve a collaborative effort between SCHOOL DISTRICT and COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation.

11.8 COLLEGE DISTRICT certifies that a proposed agreement was presented at an open public meeting of the Governing Board of the COLLEGE DISTRICT,at which time public comments were taken prior to a vote being taken to approve or disapprove the proposed agreement.

11.9 SCHOOL DISTRICT certifies that a proposed agreement was presented at an open public meeting of the Governing Board of the SCHOOL DISTRICT, at which time public comments were taken prior to a vote being taken to approve or disapprove the proposed agreement.

11.10 COLLEGE DISTRICT and SCHOOL DISTRICT certify that they do not receive full compensation for the direct education costs of the courses offered as part of this Agreement from another source, as provided in California Education Code § 84752.

12. PROGRAM IMPROVEMENT

12.1 The COLLEGE DISTRICT, COLLEGE, and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered under this Agreement.

13. EDUCATIONAL RECORDS

13.1 For SCHOOL DISTRICT students who enroll in a course(s) offered under this Agreement, both the SCHOOL DISTRICT and COLLEGE DISTRICT will maintain permanent educational records in keeping with applicable law.

13.2 COLLEGE DISTRICT shall provide the SCHOOL DISTRICT with a roster of participants from SCHOOL DISTRICT and their final course grades in courses provided by the COLLEGE DISTRICT.

13.3 COLLEGE DISTRICT, COLLEGE, and SCHOOL DISTRICT understand and agree that education records of students enrolled in courses under this Agreement and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30, and state law, including California Education Code §§ 49064 and 49076. COLLEGE DISTRICT, COLLEGE, and SCHOOL DISTRICT agree to hold all student education records generated in relation to this Agreement in strict confidence, and further agree not to re-disclose such records except as authorized by applicable law or regulation.

13.4 COLLEGE DISTRICT, COLLEGE, and SCHOOL DISTRICT shall use each student education record that it may receive pursuant under this Agreement solely for a purpose(s) consistent with its authority to access that information under applicable federal and state law.

13.5 COLLEGE DISTRICT, COLLEGE, and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under California Education Code § 49064 as applicable.

13.6 By signature of its authorized representative on this Agreement, COLLEGE DISTRICT and SCHOOL DISTRICT acknowledges that they have been provided with notice under 34 C.F.R.§ 99.33(d) that they are strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation.

14. STATE CHANCELLOR'S OFFICE REPORTS AND FILINGS

13.1 In accordance with California Education Code § 76004(c)(3), COLLEGE DISTRICT shall file a copy of this Agreement with the CCCCO and the California Department of Education before the start of the CCAP partnership. The State Chancellor may void any CCAP partnership agreement it determines has not compiled with the intent of the requirements of this section.

13.2 COLLEGE DISTRICT shall prepare an annual report for joint submission by the COLLEGE DISTRICT and SCHOOL DISTRICT to the CCCCO. This report shall include the data required by California Education Code § 76004(t)(1): 1) The total number of high school pupils by school site enrolled in each CCAP partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. 2) The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. 3) The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnerships. 4) The total number of full-time equivalent students (FTES) generated by CCAP partnership COLLEGE DISTRICT participants. 5) The total number of FTES served online generated by CCAP partnership COLLEGE DISTRICT participants. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection and timely submission of the data. SCHOOL DISTRICT shall be provided an opportunity to review the report prior to its submission and may choose to submit its own, separate report. SCHOOL DISTRICT personnel will perform services specified in this section as part of their regular assignment as employees of SCHOOL DISTRICT.

13.3 On or before May 1 of each year, the State Chancellor shall aggregate the information annually reported and submit a report of that information to the following: The Legislature, in compliance with § 9795, The Director of Finance, and The Superintendent.

13.4 The State Chancellor shall ensure that the number of full-time equivalent students generated by CCAP partnerships is reported under this Agreement to the reporting requirements in § 76002.

15. FACILITIES

15.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to COLLEGE DISTRICT or COLLEGE or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises made available for the programming that is the subject of this Agreement. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

15.2 COLLEGE facilities may be used subject to mutual agreement by the Parties as provided in the Appendix A to this Agreement.

16. INDEMNIFICATION

16.1 The SCHOOL DISTRICT shall indemnify, save and hold harmless the COLLEGE DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims,

demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.

16.2 The COLLEGE DISTRICT shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of COLLEGE DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the COLLEGE DISTRICT and its officers, employees, independent contractors, subcontractors, agents and other representatives.

16.3 In the event of concurrent negligence (or intentional/reckless acts) of SCHOOL DISTRICT and/or its officers and employees, on the one hand, and COLLEGE DISTRICT and/or its officers, employees, agents, and servants, on the other hand, then the liability for any and all claims for injuries or damage to persons and/or property which arise out of terms and conditions of this Agreement shall be apportioned according to the California theory of comparative fault.

17. INSURANCE

17.1 SCHOOL DISTRICT and COLLEGE DISTRICT shall each take out and maintain during the life of this Agreement such liability insurance as shall protect each of them while performing work covered by this Agreement from any and all claims for damages and all operations under this Agreement, whether such operations be by either party or by any subcontractor or by anyone directly or indirectly employed by either of them.

17.2 Required Coverage. Coverage shall be at least as broad as the amount(s) specified below:

a. Commercial General Liability and Property Damage insurance, with no exclusion for molestation or abuse, including: Bodily Injury Liability insurance which provides for injuries including accidental death, per any one occurrence in an amount not less than $1,000,000 per occurrence and $2,000,000 annual aggregate; and Property Damage insurance in an amount not less than $1,000,000 per occurrence.

b. Business Automobile Liability insurance in an amount not less than $1,000,000 including coverage for owned, non-owned and hired vehicles; and

c. Umbrella liability in an amount not less than $3,000,000 per occurrence and annual aggregate.

17.3 If SCHOOL DISTRICT or the COLLEGE DISTRICT maintains higher limits than the minimums shown above, the SCHOOL DISTRICT or the COLLEGE DISTRICT, as the case may be, requires and shall be entitled to coverage for the higher limits maintained. Any available insurance proceeds in excess of the specified minimum limits of insurance

and coverage shall be available to the COLLEGE DISTRICT or the SCHOOL DISTRICT, as the case may be.

17.4 Required Rating. Insurance carriers must have a Best rating of A(-)X or better.

17.5 Endorsements and Certificates of Insurance. San Mateo County Community College District, its Officers, Agents and Employees must be named by endorsement on SCHOOL DISTRICT'S Commercial General Liability and Property Damage Policies as co-insured or additional insured, and South San Francisco Unified School District, its Officers, Agents, and Employees must be named by endorsement on COLLEGE DISTRICT'S Commercial General Liability and Property Damage Policies as co-insured or additional insured. Certificates of Insurance and endorsements for coverages required herein shall be filed with COLLEGE DISTRICT'S Executive Vice Chancellor and with the SCHOOL DISTRICT's Superintendent *prior to the commencement of courses offered under this Agreement.* The certificates shall provide that if the policy or policies be canceled by the insurance company, or SCHOOL DISTRICT, or the COLLEGE DISTRICT, as the case may be, during the term of this Agreement, thirty (30) days written notice prior to the effective date of such cancellation will be given to COLLEGE DISTRICT's Executive Vice Chancellor or the SCHOOL DISTRICT's Superintendent, as the case may be.

17.6 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all of its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by its SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE DISTRICT and its officers, agents, and employees from any liability resulting from the failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-SCHOOL DISTRICT personnel who may serve as instructors.

17.7 For the purpose of Workers' Compensation, COLLEGE DISTRICT shall be the "primary employer" for all of its personnel who perform services as instructors and support staff. COLLEGE DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by its COLLEGE DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. COLLEGE DISTRICT agrees to hold harmless, indemnify, and defend SCHOOL DISTRICT and its directors, officers, agents, and employees from any liability resulting from the failure to process, investigate, defend, or pay any workers' compensation claims by COLLEGE DISTRICT personnel connected with providing services under this Agreement. COLLEGE DISTRICT is not responsible for non-COLLEGE DISTRICT personnel who may serve as instructors.

18. NON-DISCRIMINATION

18.1 Neither the SCHOOL DISTRICT, nor the COLLEGE DISTRICT, nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

19. NOTICES

All notices to be given between the parties hereto shall be in writing and may be served by commercial express/overnight courier service or by depositing the same in the United States mail, postage prepaid and certified receipt requested and addressed as follows:

For COLLEGE DISTRICT:
San Mateo County Community College District
Office of the Executive Vice Chancellor of Administrative Services
3401 CSM Drive
San Mateo, CA 94402

For SCHOOL DISTRICT:
South San Francisco Unified School District
Shawnterra Moore, Superintendent
398 B Street
South San Francisco, CA 94080

Either party by written notice to the other party may change the address of the notice or the names of the persons or parties to receive written notices.

20. TERMINATION

20.1 Any party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement must be provided to the point of contact for each party identified in Section 19 of this Agreement.

21. MODIFICATION AND AMENDMENT

21.1 This Agreement sets forth the entire agreement between the parties relating to the subject matter of this Agreement. All agreements or representations, express or implied, oral or written, of the parties with regard to the subject matter hereof are incorporated into this Agreement.

21.2 No modifications or amendments of any of the terms or provisions of this Agreement shall be binding unless made in writing and signed by the Parties.

22. GOVERNING LAW

22.1 This agreement shall be interpreted according to the laws of the State of California.

23. SEVERABILITY

23.1 This Agreement shall be considered severable, such that if any provision or part of the Agreement is ever held invalid under any law or ruling, that provision or part of the Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

24. COUNTERPARTS

24.1 This Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

IN WITNESS WHEREOF, the respective parties have executed this Agreement on the dates indicated below.

SCHOOL DISTRICT	**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**
Signature	Signature
Name/Title of Authorized Signatory	Name/Title of Authorized Signatory
Date	Date

APPENDIX – A

FALL 2024 – SPRING 2025 (TENTATIVE)
TO THE COLLEGE AND CAREER ACCESS PATHWAYS DUAL ENROLLMENT PARTNERSHIP AGREEMENT WITH SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

WHEREAS, the COLLEGE DISTRICT and the SCHOOL DISTRICT agree to set forth specific components of the Agreement using this Appendix for purposes of addressing mandated reporting requirements, including, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the COLLEGE DISTRICT for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, this Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE the COLLEGE DISTRICT and SCHOOL DISTRICT agree as follows:

1. COLLEGE AND SCHOOL DISTRICT POINT OF CONTACT FOR OPERATIONAL MATTERS

LOCATION	NAME AND TITLE	TELEPHONE	EMAIL
College: Cañada College	Chialin Hsieh, Vice President of Instruction	650-306-3298	hsiehc@smccd.edu
College: Skyline College	Vinicio Lopez, Vice President of Instruction	650-738-4321	lopezv@smccd.edu
School District: South San Francisco Unified School District	Shawnterra Moore, Superintendent	650-877-8700	smoore@ssfusd.org

2. AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

a. THE COLLEGE DISTRICT, acting through the COLLEGE, is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

3. AGREEMENT PROGRAM YEAR FALL 2024-SPRING 2025 - COLLEGE has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: Fall 2024 – Spring 2025_____COLLEGE: Cañada College_____

SCHOOL DISTRICT: South San Francisco Unified School District_____

HIGH SCHOOL: South San Francisco High School_____

EDUCATIONAL PROGRAM: Folklorico Pathway_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Mexican Folkoric Dance I	DANC 115	Spring 2025	TBD	TBD	TBD	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

Note: All referenced Sections from AB 288 (California Education Code 76004)

4. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
DANC 115	TBD	$xx.xx	TBD	$xx.xx

5. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
South San Francisco High School	TBD	TBD	TBD	TBD

6. **AGREEMENT PROGRAM YEAR FALL 2024-SPRING 2025 -** COLLEGE has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: Fall 2024 – Spring 2025_____COLLEGE: Skyline College_____

SCHOOL DISTRICT: South San Francisco Unified School District_____

HIGH SCHOOL: Baden High School_____

EDUCATIONAL PROGRAM: Counseling_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION

Note: All referenced Sections from AB 288 (California Education Code 76004)

College Success	COUN 101	Fall 2024	TBD	TBD	Sangco, Carla	☐ CC ▪ HS	☐ CC ▪ HS
Student Success Strategies	COUN 102	Spring 2025	TBD	TBD	Sangco, Carla	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

7. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
COUN 101	TBD	$xx.xx	TBD	$xx.xx
COUN 102	TBD	$xx.xx	TBD	$xx.xx

8. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
Baden High School	TBD	TBD	TBD	TBD

9. **AGREEMENT PROGRAM YEAR FALL 2024-SPRING 2025 -** COLLEGE has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: Fall 2024 – Spring 2025_____COLLEGE: Skyline College_____

SCHOOL DISTRICT: South San Francisco Unified School District_____

HIGH SCHOOL: South San Francisco High School_____

EDUCATIONAL PROGRAM: Hospitality and Tourism Management_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Restaurant and Banquet Operations	HTM 125	Fall 2024	TBD	TBD	Ledford, Gabriela	☐ CC ▪ HS	☐ CC ▪ HS
Sanitation Practices in Hospitality	HTM 120	Fall 2024	TBD	TBD	Ledford, Gabriela	☐ CC ▪ HS	☐ CC ▪ HS
Introduction to Hospitality and Tourism Management	HTM 101	Spring 2025	TBD	TBD	Ledford, Gabriela	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

10. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
HTM 125	TBD	$xx.xx	TBD	$xx.xx
HTM 120	TBD	$xx.xx	TBD	$xx.xx
HTM 101	TBD	$xx.xx	TBD	$xx.xx

11. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
South San Francisco High School	TBD	TBD	TBD	TBD

EDUCATIONAL PROGRAM: Biotechnology

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Biotechnology Project I	BTEC 480	Fall 2024	TBD	TBD	Ng, Rocky	☐ CC ▪ HS	☐ CC ▪ HS
Principles of Applied Bioscience	BTEC 170	Spring 2025	TBD	TBD	Ng, Rocky	☐ CC ▪ HS	☐ CC ▪ HS

Note: All referenced Sections from AB 288 (California Education Code 76004)

Laboratory Principles of Applied Bioscience	BTEC 171	Spring 2025	TBD	TBD	Ng, Rocky	☐ CC ▪ HS	☐ CC ▪ HS
Foundations of Biotechnology	BTEC 400	Spring 2025	TBD	TBD	Ng, Rocky	☐ CC ▪ HS	☐ CC ▪ HS
Biotechnology Research Project I	BTEC 484	Spring 2025	TBD	TBD	Ng, Rocky	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

12. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
BTEC 480	TBD	$xx.xx	TBD	$xx.xx
BTEC 170	TBD	$xx.xx	TBD	$xx.xx
BTEC 171	TBD	$xx.xx	TBD	$xx.xx
BTEC 400	TBD	$xx.xx	TBD	$xx.xx
BTEC 484	TBD	$xx.xx	TBD	$xx.xx

13. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
South San Francisco High School	TBD	TBD	TBD	TBD

EDUCATIONAL PROGRAM: Art_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Black and White Photography I	ART 351	Fall 2024	TBD	TBD	Robinson, Thomas	☐ CC ▪ HS	☐ CC ▪ HS
Digital Photography I	ART 354	Fall 2024	TBD	TBD	Robinson, Thomas	☐ CC ▪ HS	☐ CC ▪ HS
Black and White Photography II	ART 352	Spring 2025	TBD	TBD	Robinson, Thomas	☐ CC ▪ HS	☐ CC ▪ HS
Digital Imaging I: Photoshop	ART 431	Spring 2025	TBD	TBD	Robinson, Thomas	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

14. BOOKS AND INSTRUCTIONAL MATERIALS. The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
ART 351	TBD	$xx.xx	TBD	$xx.xx
ART 354	TBD	$xx.xx	TBD	$xx.xx
ART 352	TBD	$xx.xx	TBD	$xx.xx
ART 431	TBD	$xx.xx	TBD	$xx.xx

15. FACILITIES USE. COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
South San Francisco High School	TBD	TBD	TBD	TBD

EDUCATIONAL PROGRAM: Counseling_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Hermanos y Hermanas Seminar - College Success Factors	COUN 655.1	Fall 2024	TBD	TBD	Hernandez, Andrea	▪ CC ☐ HS	☐ CC ▪ HS
Hermanos y Hermanas Seminar - Transition to College	COUN 655.2	Spring 2025	TBD	TBD	Hernandez, Andrea	▪ CC ☐ HS	☐ CC ▪ HS

Note: All referenced Sections from AB 288 (California Education Code 76004)

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

16. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
COUN 655.1	TBD	$xx.xx	TBD	$xx.xx
COUN 655.2	TBD	$xx.xx	TBD	$xx.xx

17. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
South San Francisco High School	TBD	TBD	TBD	TBD

18. **AGREEMENT PROGRAM YEAR FALL 2024-SPRING 2025 -** COLLEGE has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: Fall 2024 – Spring 2025_____COLLEGE: Skyline College_____

SCHOOL DISTRICT: South San Francisco Unified School District_____

Note: All referenced Sections from AB 288 (California Education Code 76004)

HIGH SCHOOL: El Camino High School_____

EDUCATIONAL PROGRAM: Hospitality and Tourism Management_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Restaurant and Banquet Operations	HTM 125	Fall 2024	TBD	TBD	Ringseis, Marlis	☐ CC ▪ HS	☐ CC ▪ HS
Sanitation Practices in Hospitality	HTM 120	Fall 2024	TBD	TBD	Ringseis, Marlis	☐ CC ▪ HS	☐ CC ▪ HS
Introduction to Hospitality and Tourism Management	HTM 101	Spring 2025	TBD	TBD	Ringseis, Marlis	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

19. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
HTM 125	TBD	$xx.xx	TBD	$xx.xx
HTM 120	TBD	$xx.xx	TBD	$xx.xx

Note: All referenced Sections from AB 288 (California Education Code 76004)

HTM 101	TBD	$xx.xx	TBD	$xx.xx

20. FACILITIES USE. COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
El Camino High School	TBD	TBD	TBD	TBD

EDUCATIONAL PROGRAM: Health Science_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Gateway to Health Careers	HSCI 180	Fall 2024	TBD	TBD	TBD	☐ CC ▪ HS	☐ CC ▪ HS
Medical Terminology	HSCI 484	Spring 2025	TBD	TBD	TBD	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

21. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
HSCI 180	TBD	$xx.xx	TBD	$xx.xx
HSCI 484	TBD	$xx.xx	TBD	$xx.xx

22. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
El Camino High School	TBD	TBD	TBD	TBD

EDUCATIONAL PROGRAM: Biotechnology

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Principles of Applied Bioscience	BTEC 170	Spring 2025	TBD	TBD	Diaz, Michael	☐ CC ▪ HS	☐ CC ▪ HS
Laboratory Principles of Applied Bioscience	BTEC 171	Spring 2025	TBD	TBD	Diaz, Michael	☐ CC ▪ HS	☐ CC ▪ HS
Foundations of Biotechnology	BTEC 400	Spring 2025	TBD	TBD	Diaz, Michael	☐ CC ▪ HS	☐ CC ▪ HS
Biotechnology Research Project I	BTEC 484	Spring 2025	TBD	TBD	Diaz, Michael	☐ CC ▪ HS	☐ CC ▪ HS

Note: All referenced Sections from AB 288 (California Education Code 76004)

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

23. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
BTEC 170	TBD	$xx.xx	TBD	$xx.xx
BTEC 171	TBD	$xx.xx	TBD	$xx.xx
BTEC 400	TBD	$xx.xx	TBD	$xx.xx
BTEC 484	TBD	$xx.xx	TBD	$xx.xx

24. **FACILITIES USE.** COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
El Camino High School	TBD	TBD	TBD	TBD

EDUCATIONAL PROGRAM: Digital Media, Arts and Design_____

TOTAL NUMBER OF STUDENTS TO BE SERVED: TBD	TOTAL PROJECTED FTES: TBD

Note: All referenced Sections from AB 288 (California Education Code 76004)

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/ HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Digital Filmmaking III	DMAD 477	Fall 2024	TBD	TBD	Willis, Brody	☐ CC ▪ HS	☐ CC ▪ HS
Digital Filmmaking I	DMAD 475	Fall 2024	TBD	TBD	Willis, Brody	☐ CC ▪ HS	☐ CC ▪ HS
Audio for Digital Filmmaking	DMAD 478	Spring 2025	TBD	TBD	Willis, Brody	☐ CC ▪ HS	☐ CC ▪ HS
Digital Filmmaking II	DMAD 476	Spring 2025	TBD	TBD	Willis, Brody	☐ CC ▪ HS	☐ CC ▪ HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *(Sec. 2 (c)(1):*

SCHOOL DISTRICT counselors select students based on academic readiness and the alignment of the course content to students; educational and career goals. SCHOOL DISTRICT and COLLEGE faculty identify CCAP courses using the following criteria: 1) alignment with high school pathways and college program of study; 2) the potential for course completion to accelerate students' time to completion of a postsecondary degree or certificate.

25. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for SCHOOL DISTRICT students participating in courses covered by this Agreement will be borne by SCHOOL DISTRICT.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
DMAD 477	TBD	$xx.xx	TBD	$xx.xx
DMAD 475	TBD	$xx.xx	TBD	$xx.xx
DMAD 478	TBD	$xx.xx	TBD	$xx.xx
DMAD 476	TBD	$xx.xx	TBD	$xx.xx

26. FACILITIES USE. COLLEGE DISTRICT and SCHOOL DISTRICT shall adhere to the terms outlined in Section 15, Facilities, of this Agreement.

SCHOOL	BUILDING	CLASSROOM	DAYS	HOURS
El Camino High School	TBD	TBD	TBD	TBD

(End of Appendix A)

APPENDIX B

MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AND
INSTRUCTOR OF COMMUNITY COLLEGE CLASS UNDER CCAP AGREEMENT

WHEREAS, the _____ School District (hereinafter "SCHOOL DISTRICT" and the San Mateo County Community College District (hereinafter "COLLEGE DISTRICT") have entered into a College and Career Access Pathways Dual Enrollment Partnership Agreement ("CCAP Agreement") dated _____.

WHEREAS, _____ (hereinafter "INSTRUCTOR") is an employee of SCHOOL DISTRICT who is serving as an instructor of a COLLEGE DISTRICT class offered under the CCAP Agreement for the term of _____ _____ through _____.

NOW THEREFORE, The COLLEGE DISTRICT and INSTRUCTOR understand and agree as follows, pursuant to Cal. Code Regs., tit. 5, § 58058(b):

1. COLLEGE DISTRICT has the sole right to control and direct the instructional activities of INSTRUCTOR.

2. INSTRUCTOR must provide the supervision and control reasonably necessary for the protection of the health and safety of students and may not have any other assigned duties during the instructional activity. INSTRUCTOR must be physically present in the classroom or lab or within line-of-sight of the students.

3. COLLEGE DISTRICT shall list, and INSTRUCTOR shall meet, the minimum qualifications required for INSTRUCTOR, which shall comply with legal requirements for California community college instruction and be consistent with requirements for similar COLLEGE DISTRICT courses.

4. COLLEGE DISTRICT is not responsible for any salary, wages, or benefits due to the INSTRUCTOR. The SCHOOL DISTRICT is solely responsible for all salaries, wages, and benefits due to INSTRUCTOR.

5. For purposes of assignment monitoring and reporting to the county office of education, the SCHOOL DISTRICT will be the employer of record for courses taught by INSTRUCTOR under the CCAP Agreement.

6. INSTRUCTOR shall report student attendance and full time equivalent students (FTES) as required by COLLEGE DISTRICT.

7. INSTRUCTOR'S performance in relation to courses offered under this Agreement shall be evaluated by the COLLEGE DISTRICT using the adopted evaluation process and standards for faculty of the COLLEGE DISTRICT, subject to the approval of COLLEGE DISTRICT.

8. INSTRUCTOR'S failure to comply with the policies, regulations, standards, and expectations of the COLLEGE DISTRICT may result in, subject to the discretion of the COLLEGE DISTRICT, ineligibility to teach courses offered under this Agreement.

IN WITNESS WHEREOF, the respective parties have executed this MOU on the dates indicated below.

INSTRUCTOR	**COLLEGE DISTRICT**
_____	_____
Signature	Signature
_____	_____
Printed Name of Instructor	Name/Title of Authorized Signatory
_____	_____
Date	Date
_____	_____
Printed Name of School District	

(End of Appendix B)

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: June 20, 2024

RE: Approval of the 3-Year Agreement with Qualtrics for the 2024-25, 2025-26, and 2026-27 School Years

---

BACKGROUND:

Qualtrics XM is a data analytics and survey tool that facilitates the creation of surveys, online workflows, and data dashboards. SSFUSD has been a Qualtrics user since 2023 and has used the tool to collect input and feedback from educational partners including students, staff, and families for a number of initiatives where more precise analytics were desired to inform policies and decision-making. After a one-year pilot, the Educational Services team is recommending an expansion of the subscription to include more users and enhanced dashboard capabilities that will allow the District to share results with a wider audience. This agreement includes professional learning support for identified district staff on the Qualtrics platform, including the integration of XM directory, survey design and deployment, and dashboard integrations.

FISCAL IMPLICATIONS:

The total cost of $128,925.00 will be paid out of our General Fund budget and will be spread out over a 3-year period in order to secure rates as presented.

Software Support

Year 1	7/1/24 - 6/30/25	$42,975.00
Year 2	7/1/25 - 6/30/26	$42,975.00
Year 3	7/1/26 - 6/30/27	$42,975.00

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with Qualtrics for a 3-year term, the 2024-27 school years, in the amount of $128,925.

Qualtrics Proposal

Alex Micciche

Qualtrics
Account Executive

333 W River Park Dr.
Provo, UT 84604

561-876-5727
amicciche@qualtrics.com

Qualtrics Pricing (36 Month License)

Option 1:

- 10,000 Responses
- **Unlimited Users**
- Unlimited Projects
- Unlimited 24/7 support
- Custom branded theme
- Access to XM Basecamp
- Access to K-12 Community
- 75+ Language Translations
- **Expert Review**
- **XM Directory**
- **Surveying & Imported Data Collection**
- **Text IQ (Textual Analysis)**
- **Stats IQ (Statistical Analysis)**
- **Key Driver Analysis**
- **Website Intercept/Feedback**
- **Ticketing**
- **Workflows**
- **Unlimited Internal Role-Based + Filterable Dashboards**
- **Unlimited External Dashboards**

TOTAL: $42,975

- Paid Annually
- After 10% Discount

Net 30 day terms

June 20, 2024

Pricing Valid until 6/20/2024

Company Confidential - © 2024 Qualtrics, Inc.

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: June 20, 2024

RE: Approval of Permission for teachers to participate in a-year long pilot with Imagine Learning's Illustrative Mathematics (IM) during the 2024-25 School Year

---

BACKGROUND:

For the 2024-25 school year, we have 42 teachers from third grade through Algebra II voluntarily engaging in a year-long pilot with Imagine Learning's Illustrative Mathematics (IM). In preparation for the start of the school year, teachers will participate in two days of professional learning to prepare for the launch.

Day one of the training prepares teachers to use Imagine IM resources for instruction. Teachers will explore both digital and print materials to understand unit and lesson structures and learn strategies for student-centered teaching. This session is highly recommended before teachers begin using Imagine IM in the classroom.

Day two focuses on helping participants prepare to teach a unit by exploring the progression of mathematical understanding throughout the unit. Participants will analyze mid and end-of-unit assessment items to anticipate student responses and understand how these assessments align with learning goals. By the end of this session, teachers will have a clearer understanding of how lessons align with assessments, the internalization of mathematical concepts, student thought progression, and pacing across lessons.

We are planning to engage instructional leaders in a highly recommended three-hour professional learning session, "Imagine IM for School and District Leaders," before the school year starts. Designed for school leaders and curriculum

coaches, this session provides insights into the overarching concepts of problem-based instruction and tools to support teacher instruction.

FISCAL IMPLICATIONS:

The total cost of the professional learning sessions is $22,500K. General Funds will be used to cover the cost (Fund 01).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve having teachers participate in a-year long pilot with Imagine Learning's Illustrative Mathematics (IM) during the 2024-25 school year.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

DATE: June 20, 2024

RE: Approval of Renaissance DnA 3-year Agreement for the 2024-27 School Years

---

BACKGROUND:

South San Francisco Unified School District has been an Illuminate DnA district since 2018. Illuminate DnA is a single, web-based assessment and data system that enables the District to create and administer local, district-created assessments and is our repository for all local, State, and national assessment data. Recently, Renaissance Learning, another educational technology company, acquired Illuminate DnA; thus the change in naming to “Renaissance DnA.”

FISCAL IMPLICATIONS:

The total cost of $199,614.00 will be paid out of our General Fund budget and will be spread out over a 3-year period in order to secure rates as presented. This total cost reflects a discount of approximately $15,124.

Software Support

Year 1	7/1/24 - 6/30/25	$69,046.00
Year 2	7/1/25 - 6/30/26	$71,554.00
Year 3	7/1/26 - 6/30/27	$74,138.00

The three-year quote includes District-level data integration support and an allocation of 30 hours of professional development, to be determined and customized as needs are identified by Educational Services staff.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with Renaissance DnA (formerly Illuminate DnA) with the fiscal implication of $199,614.00 for a 3-year term as presented.

Renaissance

Quote
3145956

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

South San Francisco Unified School Dist - 732384
398 B St
South San Francisco, CA 94080-4423
Contact: Marianne Hew - (650) 877-8835
Email: mhew@ssfusd.org

Reference ID: 671034

Quote Summary	
School Count: 1	
Renaissance Products & Services Total	$214,738.00
Applied Discounts	$(15,124.00)
Shipping and Processing	$0.00
Sales Tax	$0.00
Grand Total	**USD $199,614.00**

This quote includes: DnA.

By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so;
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R62416.pdf which are incorporated herein by reference;
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy https://docs.renaissance.com/R63870 directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context.

To accept this offer and place an order, please sign and return this Quote.
Renaissance will issue an invoice for this Quote on the earlier of (a) the date You specify below or (b) the day before Your Subscription Period starts (Invoice Date). If You require a purchase order, You agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

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

Renaissance Learning, Inc.	South San Francisco Unified School Dist - 732384
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: VP - Corporate Controller	Title:
Date: 6/10/2024	Date:
	Invoice Date:

Email: electronicorders@renaissance.com

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

If changes are necessary, or additional information is required, please contact your account executive Matt McGary at (559)397-0875, Thank You.

Use your Prop 98 funding to lock in multi-year discounts on the solutions you need.

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance

Quote
3145956

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

South San Francisco Unified School Dist - 732384			
Schools Provided Applications & Services by Renaissance	**Year 1 07/01/2024-06/30/2025**	**Year 2 07/01/2025-06/30/2026**	**Year 3 07/01/2026-06/30/2027**
South San Francisco Unified School Dist	$69,046.00	$71,554.00	$74,138.00
	Year 1	**Year 2**	**Year 3**
Products & Services Total	$69,046.00	$71,554.00	$74,138.00
Applied Discounts	$(2,508.00)	$(5,016.00)	$(7,600.00)
Grand Total			**USD $199,614.00**

Solution - Years 1-3	**Schools**	**Student Capacity/Qty**
Content Inspect Premium	1	7,600
DnA Enterprise	1	7,600
Online Courses		15
Remote Hourly Professional Development		30

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SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

Ted O, Assistant Superintendent - Business Services

DATE: June 20, 2024

RE: Adoption of Tentative Agreement Dated June 5, 2024 between the South San Francisco Unified School District (SSFUSD) and the South San Francisco Classroom Teachers Association (SSFCTA)

BACKGROUND:

During the 2024 spring semester, representatives of the SSFUSD and the SSFCTA negotiated a tentative agreement regarding all open articles specified in the original sunshine proposals that were presented and approved at the February 8 and February 28 regular Board meetings. The vast majority of the contract amendments were to update language to align with applicable laws, and clarify language and how we operationalize specific articles. Attached to this memo is the signed tentative agreement dated June 5, 2024.

FISCAL IMPLICATIONS:

There may be minor fiscal impacts to the General Fund (Fund 01) pending the student enrollment count in the 2024-25 school year.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees adopt the tentative agreement, dated June 5, 2024, between the SSFUSD and the SSFCTA.

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TENTATIVE AGREEMENT
BETWEEN
SOUTH SAN FRANCISCO CLASSROOM TEACHERS ASSOCIATION
AND THE
SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

June 5, 2024

Except for the additions and modifications delineated below, the provisions of the prior collective bargaining agreement shall not be changed. In addition, all forms and appendices shall be revised to reflect any new agreements. SSFCTA reserves the right to revise and/or amend its proposals as it deems necessary during the course of negotiations.

All language changes shall be effective July 1, 2024 or upon final ratification and board approval of the agreement, whichever is later, if not explicitly stated otherwise herein.

Article 1
Agreement

This is an agreement made and entered into ~~on November 18, 2022,~~ **by and** between the South San Francisco Unified School District (hereinafter referred to as "District") and the South San Francisco Classroom Teachers Association/CTA/NEA (hereinafter referred to as "Association"). The Articles and provisions contained herein constitute a bilateral and binding agreement by and between the two parties. This Agreement is entered into pursuant to Chapter 10.7, Sections 3540–3549 of the Government Code ("ACT").

Article 4
Association Rights and Unit Member Rights

A. Right to Join

Pursuant to the "ACT," the District agrees that unit members shall have the right freely to join or not join any employee organization.

Employees who are potential members of the Association shall not be discouraged from joining the Association by any administrator, school board member, or person in a supervisory position over the potential member.

B. Use of Facilities

1. The Association shall have the right to the use of school buildings and facilities. ~~An authorized Association representative shall obtain a permit from the Business Manager's office pursuant to District policy and administrative rules and regulations as approved October 23, 1975, regarding the specific time, place, and type of activity to be conducted."~~

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An Association representative or executive board member shall obtain prior approval from a site administrator and an Assistant Superintendent if the use of school buildings or facilities are required, and will supply the time, place, and type of activity to be conducted.

2. The Association will reimburse the District for the normal and reasonable use of such equipment, paying the same amounts for such use as other recognized employee organizations if a cost is incurred. The Association will be notified of the cost to use any school buildings, facilities, or equipment before the date the activity takes place.

E. Association Release Time

The Association shall have the right to purchase twenty (20) days, at the actual cost of the substitute, release time for the President or the President's designee. These days may be taken as the need exists. The Association will determine the need for these days and will give notice to the District of its intent to take leave one day prior to the first day of leave. ~~No more than two persons may use this leave on the same day~~. This is in addition to the regular release time agreement for Association responsibilities signed by the District and Association President at the beginning of the year. The twenty (20) days shall exclude negotiations days by the Association bargaining team and Association Grievance Release Time.

G. Employee Names

The District shall provide the Association with the name(s), school(s), and grade(s)/department(s) of all bargaining unit personnel no later than ~~September 30~~ thirty (30) calendar days after the first day of student instruction of each school year, or as soon thereafter as possible.

L. Notice of Employee Orientations and Onboarding:

The District shall provide at least ten (10) days advanced notice of all new employee orientations, including an orientation of a single employee. In instances where 10 days notification is not feasible, the District will notify SSFCTA as soon as possible to allow for orientation with the new employee.

Employee Orientations, Times and Access:

SSFCTA shall have 60 minutes at every new employee orientation(s) and all onboarding process of a newly hired public employee(s), whether in person, online or through other means, in which employees are advised of their employment status, rights, benefits, duties and responsibilities (Cal. Gov't Code §3555(b)(3).

Access to Employee Information:

The District shall provide SSFCTA with the name, job title, department, work location, work, home, and personal cellular telephone numbers, personal email addresses on file with the

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employer, and home addresses of newly hired employees within thirty (30) days of hire or by the first pay period of the month following hire. (Cal Gov't Code §3558). The District shall provide SSFCTA with this information for all members of the bargaining unit ~~by September 15, January 15, and May 15 of each year~~ as requested within five (5) working days.

M. Unit Member Rights to Communication Regarding Pay

1. The District will respond to unit member questions regarding pay as soon as practicable.

2. Any unit member who has a paycheck withheld for any reason, either by SSFUSD or the San Mateo County Office of Education, shall be notified as soon as possible that the paycheck has been withheld and be informed of the reason for its delay.

5. All timecards shall be submitted during the fiscal year in which the work was performed. Unit members shall be paid no later than two pay periods following the month a timecard was submitted.

N. Unit Member Limits to Liability Regarding District-Owned Technology or Property

Unit members assigned District-owned technology resources shall not be held liable for any damage or loss occurring within the course and scope of the member's reasonable District-related use. The District shall use every effort to repair or replace damaged technology resources as soon as possible.

O. Hiring Credentialed Educators

The District shall prioritize the employment of certificated specialists (e.g. Physical Education teachers, Art teachers, Music Teachers, Special Education teachers, etc.) before contracting with outside agencies.

P. Notification of Status

All unit members will be notified by the District of their temporary or probationary status when hired and upon any change in status.

Q. Access to Student Information:

Based on legitimate educational interests and in accordance with applicable law, unit members may have access to the discipline records for all students which have been assigned to them, either as students on a teacher's class roster or students on a counselor's caseload.

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Article 6
Grievance

D. Rights of Unit members to Representation

2. ~~A unit member~~ Unit members may ~~be represented~~ represent ~~him/herself~~ themselves during the grievance procedure permitted by law, or, at the unit member's option, by a representative selected by the Association. If a unit member is not represented by the Association or its representative, the Association shall have the right to be present and to state its views at Level 3 of the grievance procedure and to ensure the right of the Association to protect unit members as agreed upon by the Contract.

Article 8
Teaching Hours

Teacher Work Day – Definition

The Teacher Workday, (specifically the 3 days designated as "teacher workday" on the District's School Calendar, with the first day scheduled to be the day before the first day of instruction for students) shall be exclusively for teachers to work in their individual classrooms on grading, preparing lessons, cleaning and preparing classrooms for teaching and shall not be infringed on for administrative tasks, i.e. trainings or meetings.

A. Hours

1. Full-time unit members, with the exception of school psychologists, shall be on campus and responsible for instructional and other assigned duties for seven (7) hours per day, inclusive of an uninterrupted and continuous, duty-free lunch. In addition to daily classroom instructional assignment(s), a part-time unit member, as directed by the site administrator, shall be responsible for the duties contemplated in Section B-1, below, in the same proportion as the unit member's employment bears to full-time.

   Full-time school psychologists shall be responsible for assigned duties for eight (8) hours per day inclusive of an uninterrupted and continuous, duty-free lunch. Part-time school psychologists shall be responsible for assigned duties for the number of hours and/or days they work based on the percentage of the work week for which they are contracted.

2. ~~Teachers are expected to be on campus at least ten (10) minutes prior to student time~~. ~~TK-5 unit members must routinely be on campus at least fifteen (15) minutes after student time at the end of the school day and available at each school/site.~~ Regular arrival ~~Arrival~~ and departure times shall be consistent with ~~within~~ the seven (7) hour workday ~~stated in the above paragraph~~ beginning ten (10) minutes prior to the start of the instructional day. On occasion and ~~With~~ with prior written approval of the Principal, an employee may ~~trade up to forty-five (45) minutes by coming~~ come in early or ~~leaving~~ leave later on the same day

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or another day within the same school week as long as all other contractual commitments are met (i.e. weekly contract hours are met and required meetings are attended).

B. Other Duties

1. In addition to the hours described above in Section A, unit members, except school psychologists, are responsible for other ~~instructional day~~ duties: ~~program development~~, ~~professional growth activities~~, parent conferences, committee assignments, faculty and District meetings, B~~b~~ack-to-S~~s~~chool night~~s~~, student supervision, Open House, and other professional ~~assignments~~ duties, i.e. grading of classwork, report card assigning of grades, administering assessments to assist in assigning grades, completion of necessary District forms, and curriculum planning, which are necessary for the efficient operation of the District. ~~Adjunct duties shall be determined by the District after consultation with staff~~.

a. Other duties between elementary/middle/high schools shall be comparable, taking into account individual school site needs. The District shall meet and confer with the Association upon request to address any concerns regarding comparability or excessive assignment of other duties.

2. In addition to the hours described above in Section A, school psychologists are responsible for:

a. Following state and federal required timelines for referrals, assessments and IEP meetings.

b. Conducting meetings with parents.

c. Attending professional meetings and conferences as required.

d. Providing staff development for school psychologists' meetings and special education department meetings; as well as district office and school level staff meeting presentations as requested.

e. Other professional assignments which are necessary for the efficient operation of the District.

3. The District shall be responsible for maintaining an accurate record of all assigned student supervisions provided by each unit member and for assuring equitable distribution. The record shall be available for inspection by any unit member concerned.

C. Faculty Meetings

4. Staff meetings for school psychologists shall be scheduled once per month during the workday. An agenda will normally be published and distributed to the school psychologists twenty-four (24) hours before staff meetings. Unit members may submit items for the

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agenda. If the need arises for additional meetings, they shall be called at the request of the appropriate supervisor.

5. Special Education Academic Specialists may be relieved of attending regular site faculty meetings due to department or specialist faculty meetings.

D. Duty Free Lunch

All unit members shall be provided a duty-free, uninterrupted and continuous lunch period. The District will determine the time of day the lunch period will occur. In grades TK-5, unit members shall be entitled to a daily duty-free lunch period of forty (40) minutes. In grades 6-12, every unit member shall be entitled to at least a thirty (30) minute duty-free lunch period plus normally two five (5) minute passing periods. All school psychologists shall be provided a thirty (30) duty-free lunch period. Members who travel to more than one site in a day on a regular basis will determine, in consultation with their supervisor(s), the time of day the lunch period will occur due to changes in daily schedules.

1. Personal Need Break – Unit members shall not be required to perform instructional or other duties for unreasonable periods of time without a restroom break. Should recess duty or a rainy day schedule prohibit this break, provisions for a break will be provided. The plan of coverage shall be developed at a staff meeting in consultation with certificated personnel assigned to the school.

E. Work Year

~~Effective 2019-20 school year the~~ The number of scheduled workdays for employees other than school psychologists and the District Nurse shall be 186. The scheduling of such workdays shall be set forth in Appendix A. The number of student contact days shall be 180. The number of scheduled workdays for school psychologists shall be 195.

F. Preparation Period

1. Grades TK-5

   Teachers in grades TK-5, including Special Education Academic Specialists, shall have a minimum of thirty (30) minutes daily uninterrupted and continuous preparation period during the work day and 300 minutes teacher/student instructional contact time.

2. Grades 6-12

   All full-time unit members assigned to grades 6-12, including Special Education Academic Specialists whose daily assignment to the classroom is three periods or more shall have a daily uninterrupted and continuous preparation period during the assigned hours of no less than the equivalent of one class period for that school day.

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7. Parent Conferencing

   Up to ten (10) minimum ~~Minimum~~ days for parent conferencing in grades TK-5 shall be maintained for the term of this Agreement.

G. Class Coverage

Normally, unit members will not be used to substitute for teacher absences three or more consecutive periods or one-half of a school day, whichever is less. District will attempt to balance the usage of personnel and post a public list.

1. Unit members, including counselors, may be assigned by the principal to cover classes. A unit member at middle and high schools who must change the unit member's venue or is assigned during the unit member's preparation period to cover a class for a minimum of twenty (20) minutes shall be paid at the rate of $60 per hour. All timecards shall be submitted during the fiscal year in which the work was performed. Unit members shall be paid no later than ~~three~~ two pay periods following the month ~~that work was performed~~ a timecard has been submitted**.**

2. The hourly rate of $60 shall be divided equally among elementary teachers who accept students into their classes (pay is divided equally regardless of the number of students accepted into the class) due to the unavailability of a substitute teacher. All timecards shall be submitted during the fiscal year in which the work was performed. Unit members shall be paid no later than ~~three~~ two pay periods following the month ~~that work was performed~~ a timecard has been submitted.

H. Teacher in Charge

When a site principal will be absent for the entire school day and no other administrator is on site, upon request, a substitute shall be provided to the unit member who volunteered to be Teacher in Charge and the unit member shall receive a $100 stipend for the day (to be split equally if multiple members share responsibility).

O. Teacher Collaboration Time

Wednesday Collaboration days will be created by shortening Wednesday instructional time with students and extending instructional time with students on Monday, Tuesday, Thursday, and Fridays. Unit members' contracted day will not exceed seven (7) hours per day. Student instructional minutes will comply with State mandates and will determine the number of collaboration days each year.

Wednesday Collaboration days will provide alignment amongst our schools so there is consistent time for collaboration and professional learning within and across schools with a focus on student academic achievement and success.

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~~Identified~~ Agreed upon Wednesday Collaboration days will focus on site and District goals and priorities ~~as~~ through site and District grade-level and subject matter collaboration, team curriculum planning and alignment, etc., identified by each school's School Plan for Student Achievement (SPSA), ~~and~~ the District's Local Control Accountability Plan (LCAP) and/or the District's Strategic Plan. Collaboration days that are not District-directed will be planned by the unit members, in consultation with site administration. The District will provide the ~~identified~~ agreed upon Wednesday Collaboration day schedule to the Association by the start of each school year. This schedule will ~~also~~ indicate which days are identified for Districtwide Collaboration ~~day~~ with no more than one District Collaboration day scheduled per month ~~unless mutually agreed upon otherwis~~e.

P. Special Education Preschool

Effective July 1, 2022 the Special Education Preschool staff will have a 30-minute uninterrupted lunch period.

Article 9
Assignment and Reassignment

B. Notification of Assignment

The District shall notify all unit members of their specific assignment as soon as possible (preferably two weeks before the end of the school year), and not later than the last workday of the school year. An effort shall be made to assign unit members within their major/minor field or grades for which they are credentialed. Unit members shall be sent written notice to their District email and home addresses of any subsequent changes to their assignment as soon as practicable. ~~All unit members shall be given written notices of their salary placements and verification of their class and/or subject assignments and building assignments for the forthcoming year as soon as practicable.~~

E. Mileage for Itinerant Unit Member

Itinerant unit members, including but not limited to, School Psychologists, Counselors, Special Education Academic Support Specialists, BTSA Support Providers, District Nurse, Speech and Language Pathologists, Elementary Music Teacher, Adaptive P.E., Occupational Therapist, shall receive a stipend and/or mileage reimbursements in accordance with established District practices. In addition to the monthly stipend, itinerant unit members who travel outside of San Mateo and San Francisco Counties shall be reimbursed at the current IRS rate. Itinerant unit members will be reimbursed for tolls and parking if a receipt is submitted to the District.

1. Itinerant unit members will be informed within the first thirty (30) work days of the academic year, the rate and/or stipend that they will receive for mileage reimbursement.

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Article 10
Job Sharing/Reduced Workload

A. Job Sharing

8. Job sharers will be expected to be on duty full time at the beginning of the school year in order to meet with parents and students, and ~~coordinate and~~ plan for the ~~position~~ year. The number of days of full-time duty ~~at the beginning of the year shall be specified in the job-sharing agreement~~ will be ten (10) working days from the day that all employees are expected to report back for the academic year. Days in excess of District-approved job share agreement shall be paid at the member's per diem rate of pay.

a. When a unit member in a job share is authorized to perform additional work beyond the District-approved job share agreement, they will receive their per diem rate of pay.

B. Reduced Service/Retirement Credit

Unit members who are at least 55 years of age, and have been employed full time in a position requiring certification for at least 10 years of which the immediately preceding five (5) years were full-time employment without a break in employment, may qualify for the Reduced Workload Program ("Willie Brown"). This program allows employees who meet the ~~right~~ statutory criteria to submit a request to work a minimum part-time employment of at least 50%, but get credit in CalSTRS for a full year of service credit. The unit member must contact the Human Resources Department for the complete list of eligibility criteria. ~~Those unit members who meet the criteria of Education Code: Sections 44922 and 22724 for reduced service assignment with full retirement credit may elect upon mutual agreement with the District to receive full retirement credit in accordance with the provisions of the Education Code.~~

Article 11
Transfer

C. Unit Member-Initiated Transfer - Voluntary

1. A unit member may request, in writing, a transfer from one school to another after completing one (1) year of satisfactory service in the District. Each request shall be made on the 'Request for Transfer' form. Transfer requests may be filed for any vacant position ~~and/or for any position occupied by a temporary unit member~~.

D. Notification of Vacancies

1. For the purpose of this Article, a vacancy is any unit position which remains unfilled after assignments pursuant to Article 9~~, or any unit position which was filled for the duration of the school year on an interim basis subsequent to the first ten (10) instructional days of~~

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~~each year. The District may fill openings for the remainder of the year on a temporary basis~~. No position shall be filled on a temporary basis so long as there is any unassigned unit member qualified for the position.

2. The District shall continuously post all known vacancies on the District website. No posted vacancy shall be permanently filled until after the notice of the vacancy has been posted for five (5) days. For purposes of this section, a 'day' shall be defined as a day when the District Office is open for business. ~~During May, and June, the District shall post in each school, and in the District Office a list of all known vacancies for the ensuing year. During July and August, the list shall be posted in the District Office and. Such posting and filling of vacancies shall cease at the end of the first ten (10) instructional days of the year.~~

3. Consideration will be given to all applications for the vacancy that are properly submitted; however, the final selection is within the sole discretion of the District. ~~Vacancies that become known during the summer months shall not be filled until a reasonable effort has been made to contact those unit members indicating in writing a preference for notification of openings. Notification will be made through the regular mails. Notification of certificated openings will be made through email and posted on the SSFUSD website. It shall be the unit member's responsibility to leave self-addressed envelopes to be used for mailing requested information. Prior to the last day of the school year, the Personnel Office shall inform send out a reminder to all unit members of their right for such information of how to find this information in summer months.~~

~~4. No posted vacancy shall be permanently filled until after the notice of the vacancy has been posted for five (5) days. For purposes of this section, a 'day' shall be defined as a day when the District Office is open for business.~~

~~5. Consideration will be given to all applications for the vacancy that are properly submitted; however, the final selection is within the sole discretion of the District.~~

~~6. The District shall maintain a website which lists job vacancies in the District.~~

Article 12
Class Size and Caseload

A. Class Sizes

1. Grades K- 5

~~The District class size average for grades K-5 is 29. Grade level class sizes that have been reduced as result of special State Class size reduction in funding shall not be used in this K-5 average class size calculation.~~

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The District-wide average class size for General Education classes at Kindergarten and Grades 1 through 3 shall be twenty-four (24) students to one (1) teacher.

The District-wide average class size for General Education classes at Grades 4 and 5 shall be twenty-eight (28) students to one (1) teacher.

The District wide average class size for General Education classes at Grades 4 and 5 in schools receiving Title I Program funding shall be twenty-six (26) students to one (1) teacher.

If the number of students in a particular elementary class exceeds the applicable District-wide class size average stated above for the current year, then the teacher for that class shall be compensated for each student above the applicable District-wide class size average at a rate of one (1) additional hour (at the hourly rate) for every one (1) month the class size exceeds the applicable District-wide average class size.

2. Grades 6-12

A divisor of 28 ~~will be used to compute~~ for 6th-12th grade classes at each site will be used for staffing allocation purposes.

The District-wide average class size for General Education classes in Grades 6 through 12 shall be thirty-two (32) students to one (1) teacher.

If the number of students in a particular secondary class exceeds the applicable District-wide class size average stated above for the current year, then the teacher for that class shall be compensated for each student above the applicable District-wide class size average at a rate of twelve dollars ($12) for every one (1) month the class size exceeds the applicable District-wide average class size.

Special Education, VAPA, Music, and Physical Education classes shall not be included in the District-wide average class size calculation and shall not be subject to class size overage compensation.

The above-referenced District-wide class size averages and additional compensation shall be applicable only for the term of this Agreement and shall revert to a District-wide average class size of twenty-nine (29) students unless agreed to otherwise.

3. Large Group Instruction

In determining average class size, elementary and secondary school classes with large group instruction, such as physical education and instrumental music, shall not be counted.

4. Balancing

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When administratively feasible, the Principal will attempt to balance class sizes within a school or department without causing undue problems of student adjustment/placement.

5. Transitional Kindergarten

~~Effective July 1, 2022 Establish a class size cap of no more than 24 students in Transitional Kindergarten classes.~~

The class size maximum in Transitional Kindergarten classes shall be in conformance with applicable state law ~~will be no more than 20 students~~.

6. Special Education Classes from Preschool Ages through Adult Ages

The District will make every effort to staff Mild to Moderate Special Day Classes at a 14:1 student to teacher ratio and Moderate to Severe Special Day Classes at a 12:1 student to teacher ratio. If a class exceeds these ratios, a meeting between the District and assigned unit members will be held to discuss what additional support may be necessary as soon as possible after the class begins.

Article 13
Evaluation

M. Unit Member's Rights in Evaluation

In addition to the rights conferred by the Contract, the Education Code, and the laws of the State of California, the unit member shall have the following rights relating to evaluation:

~~5. A probationary unit member who is not re-elected for District employment shall have the right to meet with the Superintendent and the Assistant/Associate Superintendent for Human Resources and Student Services regarding the unit member's non-re-election.~~

Article 14
Leaves

B. Personal Illness and Injury Leave

1. Full-time unit members shall be entitled to ten (10) days' leave with full pay for each school year for purposes of personal illness or injury. Unit members who work less than full time shall be entitled to that portion of the ten (10) days' leave as the number of hours per week of their schedule duty relates to the number of hours for a full-time unit member in a comparable position. Accrued sick leave shall be recorded and charged on an hourly basis. Full time school psychologists shall be entitled to 10.5 days leave of personal illness or injury.

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5. A unit member must report the unit member's absence in compliance with established District procedure in advance of taking personal illness or injury leave as soon as possible before the absence begins. Willful or negligent failure to ~~provide adequate notice~~ let the District know as soon as possible, i.e. being absent without prior notification, shall be grounds for denial of leave with pay or other disciplinary action.

F. Leave without Pay for Child Bearing and/or Adoption Preparation

1. Leave without pay or other benefits may be granted to a unit member for preparation for child-bearing/adoption and for child rearing.

G. Personal Necessity Leave

2. In addition to the eight (8) days specified above, upon request, the Superintendent or designee may authorize additional personal necessity leave days for reasons in the following categories:

   a. The death of a member of the unit member's immediate family or household when the number of days of absence exceeds the limit provided in the Bereavement Leave Policy. See definition of immediate family in Section 14.J.2.

J. Bereavement Leave

1. A unit member shall be entitled to a maximum of five (5) days' leave of absence without loss of salary on account of the death of a member of the unit member's immediate family. In addition, unit members who have suffered a reproductive loss event (i.e. failed adoption, failed surrogacy, miscarriage, stillbirth, or an unsuccessful assisted reproduction) shall be authorized to take up to five (5) days of bereavement leave consistent with law.

2. ~~For the purposes of this section "a~~ A member of the unit member's immediate family" includes the unit member's spouse, domestic partner, son, son-in-law, daughter, daughter-in-law, brother and sister, as well as the unit member's (or the unit member's spouse's or unit member's domestic partner's) mother, father, grandmother, grandfather, grandchild, and any relative living in the immediate household shared by the unit member and the unit member's spouse or domestic partner. Domestic partners are defined, for purposes of this section, as set forth in Article 7, section B.2.h.

K. Jury Duty and Court Subpoena

1. A unit member may be required to perform services as a juror. If a unit member is absent for purposes of jury duty, including as may be necessary to comply with standby jury duty requirements, the unit member's and the substitute's salary will be paid by the District, providing that the unit member endorses payment of the jury duty ~~fee~~ compensation to

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the District. Mileage and parking ~~fees~~ reimbursements obtained from the jury commissioner's office may be retained by the unit member.

N. Professional Leave

2. The Professional Leave Agreement is a contract which, when submitted and approved, binds the unit member to a specified course of action. Failure to complete the terms of the agreement with the District may result in the loss of the professional leave salary. ~~Professional leaves shall be granted only in accordance with the following provisions~~.

4. Professional Leave Requirements

   b. Unit members applying for professional leaves must be at step 12 in column E, ~~EM~~, F, or ~~FM~~ on the salary schedule.

5. Method of Applying for Leave

   Professional leave applications must be submitted to the principal of the school in which the unit member is serving for this recommendation. When the unit member's services have been very satisfactory, principals will recommend approval on prepared forms and forward such applications and recommendations to the District prior to the semester preceding that in which the leave is desired. Professional leaves will be granted either for one semester or one year. Professional leaves shall commence on the start date of the unit member work year for the year ~~begin with the beginning of the District academic year of the leave~~ requested.

P. Catastrophic Leave

1. Eligibility

   Bargaining unit members may apply for and be eligible to receive catastrophic leave pursuant to the following conditions: The unit member or a member of their immediate family (as defined in 14.J.2) is suffering from an ~~shall have suffered severe~~ incapacitating illness or injury, which is expected to continue for an extended period of time, as, ~~certified~~ verified by the attending physician, and which prevents the unit member from ~~properly~~ performing the unit member's District duties.

2. The time off work must create a financial hardship for the unit member because ~~he or she has~~ they have exhausted all personal sick leave, and/or any other paid leave time.

3. A joint Association-District Committee comprised of two representatives and an alternate of each party shall be established. In considering whether to grant leave provided in this Section, the Committee must determine and certify that the unit member is eligible for Catastrophic Leave because the unit member is unable to work due to the severity of that personal catastrophic illness and only after adequate proof of illness has been provided in

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accordance with Education Code Section 44043.5 and pertinent rules and regulations of the District. Verification shall be set forth in the diagnosis, prognosis and expected length of absence. ~~The Committee shall be formed no later than July 1, 1992.~~ The designated representatives to the Committee shall be confirmed annually within 30 days of the beginning of the academic year.

4. Donated Catastrophic Leave credits may be used only for the remainder of the school year in which extended sick leave ~~is~~ has been exhausted, but in no event longer than twelve (12) consecutive calendar months following the start of the ~~illness~~ absence.

5. No unit member who elects to donate eligible leave credits may donate more than one day in any given year of the unit member's accumulated full day sick leave credit. If a minimum of seventy-five (75) unit members fails to contribute sick leave credits to the leave bank in two consecutive open enrollments, the catastrophic leave provision in this article shall automatically be rescinded and any unused sick leave credits in the catastrophic leave reserve shall be returned, on a proportionate basis if need be, to those who donated credits and who did not use any catastrophic leave benefits. Sick leave credits may only be contributed during an open enrollment period, which shall occur at the beginning of each academic year that the total Catastrophic Leave Reserve falls under the equivalent of one (1) day per total number of unit members, or as specified by the Joint Association-District Catastrophic Leave Committee. Unit members who do not contribute during such open enrollment period may not participate in the Catastrophic Leave program, and may not contribute until the next open enrollment period ~~as determined by the Committee~~. Employees new to the District may contribute to the Catastrophic Leave Bank within the first 30 calendar days of employment. ~~School psychologists may contribute to the Catastrophic Leave Bank within thirty (30) days of the ratification of the agreement~~.

Article 15
Health Exams

A. As required by law, each ~~Each~~ unit member ~~will be required to~~ shall file a completed questionnaire or certificate with the District indicating that the unit member is free from active tuberculosis. At the interval and method required by law, subsequent tuberculosis examinations (at the District expense) will be required as a condition of continued employment. The District will make available TB examinations locally for all unit members.

Article 16
Nondiscrimination

The District and the Association agree that neither party will unlawfully discriminate against any employee covered by this Collective Bargaining Agreement on the basis of race, color, ~~creed~~, religion, age, sex, gender, national origin, political affiliation, marital status, personal relationships, sexual orientation, membership in an employee organization, or participation in lawful activities of an employee organization.

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Article 17
Teacher Safety

G. Toileting of Students

Unit members, with the exception of special day class teachers and unit members substituting in a special day class, shall not generally be required to assist students with diapering and toileting issues.

All unit members who assist with toileting needs will receive appropriate training.

Article 19
Summer School

A. Notification of Openings

1. Subject area and grade level openings for summer school teachers shall be publicized by the District and posted in all school buildings ~~not later than May 1~~ no later than thirty (30) days prior to last day of instruction. Unit members who have applied for summer school positions shall receive notification of the action taken on their application ~~not later than May 16~~ no later than fifteen (15) days before the last day of instruction.

3. The dates of all summer programs will be posted no later than sixty (60) days prior to the last day of instruction in an academic year, or earlier, if those programs and dates are known.

4. Unit members who have been assigned to summer positions will be provided all necessary supplies for implementation of the program.

D. Classroom Preparations for Summer Programs

Unit members assigned to classrooms during the regular academic year, who must prepare their classrooms in May for incoming summer programs will receive a stipend of $240.

Article 20
Temporary Teachers

~~Notification of Status~~

~~All unit members will be notified by the District of their temporary or probationary status when hired and then annually when there is a change in status until considered permanent. All unit members will be notified when they are changed to permanent status.~~ ***Moved to Article 4***

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Article 25
Savings

B. …as described in Article 25 ~~26~~ (this Article, Section A), ~~above;~~...

Article 28
Term and Re-Openers

~~This would resolve all reopener negotiation obligations on all articles for the remainder of the current contract term (through June 30, 2024) and resolve contract negotiations on Salary - Article 7 for the 2024-2025 contract year. The parties agree to that for the 2024-2025 contract year, either party may open any article other than Article 7.~~

The term of this Agreement is from July 1, 2024 through June 30, 2025.

For the Association:

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Shari Giusti, SSFCTA President

DocuSigned by: Halimah Mekki 6/8/2024
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Halimah Mekki, CTA Representative

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Kyle Killeen

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For the District:

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J. Marwan Hannon, Asst. Supt. HR

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Elizabeth Lisa Mori, Counsel

DocuSigned by: Carrie Slaughter 6/10/2024
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Carrie Slaughter, Labor Consultant

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SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
398 B St. South San Francisco, CA 94080
(650) 877-8700
www.ssfusd.org

Dr. Shawnterra Moore, Superintendent

MEMORANDUM OF UNDERSTANDING BETWEEN
THE SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT AND
THE SOUTH SAN FRANCISCO CLASSROOM TEACHERS ASSOCIATION

RE: CLASS SIZE REDUCTION FEASIBILITY STUDY

JUNE 5, 2024

The South San Francisco Unified School District ("District") and the South San Francisco Classroom Teachers Association ("Association") hereby agree to this Memorandum of Understanding ("MOU").

The parties agree to establish a joint committee of equal representation from the District and the Association, not to exceed four (4) appointees from each party, to research and analyze the various implications of class size reduction in Grades Kindergarten through 12. The data and information generated through the research and analysis would be used by their respective bargaining teams for 2025-2026 contract negotiations.

The Committee shall begin meeting within thirty (30) days of the first day of student instruction in the 2024-2025 school year. The Committee shall meet a minimum of four (4) times during the 2024-2025 school year.

The parties agree that this MOU shall not constitute a binding precedent for any future matter and shall not be cited by any party in any future proceeding, except as it relates to enforcing this specific MOU.

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J. Marwan Hannon
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J. Marwan Hannon, Assistant Superintendent, Human Resources — Date: 6/5/2024

DocuSigned by:
Shari Giusti
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Shari Giusti, President, South San Francisco Classroom Teachers Association — Date: 6/6/2024

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

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

Ryan Sebers, Director of Student Services

DATE: June 20, 2024

RE: Approval of Contract for Services for YSB School Counseling, Safe School Advocates Services, and the Alternative to Suspension Program for the 2024-25 School Year

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BACKGROUND:

The past several school years, the Youth Services Bureau (YSB) of the YMCA has provided additional on-site counseling services to our elementary schools. These YSB counselors assist school staff in identifying, assessing, and providing therapy and intervention services to students. These services emphasize mental health and safety assessment, individual counseling with collateral family consultation, psycho-social group counseling, parent support and education groups, and educationally related mental health services. This year we want to continue to provide services to all of our schools.

The School Safety Advocates Program (SSA) embeds mental health professionals at our secondary schools to work in tandem with counselors, teachers, deans and administration to support student success. The School Safety Advocates Program is a comprehensive violence prevention program designed to promote safe school environments and quick, responsive interventions for students. The program combines mental health expertise with a youth development philosophy and provides full-time clinical staff on school campuses who work with school staff to: intervene in crises, conduct safety and mental health assessments, make referrals for services, and facilitate pro-social skills groups.

Alternative to Suspension (ATS) is a district-operated classroom learning experience for students who are assigned to the program in lieu of serving the full duration of an out-of-school suspension. Students are under the supervision

of a credentialed staff member and a program facilitator who presents a curriculum that offers a proactive approach to instilling the skills, habits, and behaviors necessary to be successful in school and life. The ATS program provides activities that help youth resolve conflicts and minimize negative behaviors that may lead to suspension and hinder academic and personal success. ATS aims to help students improve their decision-making skills, develop a positive attitude about school, and improve their relationships with others. The primary goal of ATS is to replace out-of-school time served at home with an alternative structured program that addresses underlying causes of behavior and increase school success upon re-entry.

FISCAL IMPLICATIONS:

Currently, the District supports Counseling and Safe School Advocates Services at all of our elementary, middle and high schools. Embedded mental health counselors/trainees will be placed at our elementary schools, while Safe School Advocates (mental health clinicians) will continue to provide counseling and intervention services at our high schools and middle schools. We would like to continue to offer these resources to support our students. The cost to support school-based counseling services at all of our sites will be $720,733. The cost to support the Alternative to Suspension Program (ATS) will be $91,904.

This is part of the following LCAP section:

> Goal 4.6: Fund positions to support a safe, inclusive, welcoming environment for all students.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the contract for services with the Youth Services Bureau (YSB) of the YMCA to continue supporting additional counseling at all District schools for the 2024-25 school year.

CONTRACT FOR SERVICES
School Based Counseling Program

THE YOUTH SERVICE BUREAUS of the MENTAL HEALTH SERVICES BRANCH of the YMCA OF SAN FRANCISCO
AND the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

WHEREAS the YOUTH SERVICE BUREAU of the Mental Health Services Branch of the YMCA of San Francisco ("YMCA") and SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT ("SSFUSD") mutually desire to effect a Contract to define their relationship effective on **July 1, 2024.**

SECTION 1. THE PARTIES' INTENT

A. To establish and define the business relationship between YMCA and SSFUSD as it relates to the School Based Counseling Program for youth operating at the following SSFUSD school's facilities) and;

B. To serve as the guiding document as to the responsibilities of YMCA and SSFUSD for the operation of the School Based Counseling Program.

SECTION 2. TERM

A. This Contract will be in effect for the fiscal year **July 1st, 2024- June 30, 2025**. This Agreement may be terminated by either party at any time by giving prior written notice to the other party at least 30 days in advance of the effective date of such termination or may be terminated by mutual agreement of both parties.

B. No alterations of variation of the terms of this Agreement shall be valid unless made in writing and signed by the Assistant Superintendent of the SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT or her designee and the Executive Director of the YMCA Youth Service Bureaus

SECTION 3. YMCA ROLE

In consideration of the payment hereinafter set forth, YMCA shall perform the following services at assigned school sites:

1) **Mental Health trainees and staff placed on campus at elementary and middle school sites**: Students assessed and identified to need moderate to high-level mental health services will receive emotional and behavioral counseling services on campuses. YSB clinicians will be placed at nine elementary schools in South San Francisco;

ELEMENTARY SCHOOLS

Spruce (5 days a week)
Los Cerritos (3 days week)
Buri Buri (3 days a week)
Skyline (2 days a week)
Ponderosa (2 days a week)
Sunshine Gardens (2 day a week)
Monte Verde (2 days a week)
Junipero Serra (2 days a week)
Martin Elementary (2 days a week)

MIDDLE SCHOOLS (all 1 day per week in addition to JPD-funded positions)

Alta Loma Westborough Parkway Heights

a. On those days of counseling service, each clinician will be on an assigned campus for a 5 hour block of time and will have 1 hour for case management services including parent contact/meetings, teacher contact, documentation, etc.
b. Each clinician will run groups and/or meet with students individually depending on school need and as discussed and agreed upon by school administration
c. Clinicians will conduct an initial assessment to determine emotional, behavioral or mental health issues and communicate level of needs and interventions with school staff.
d. Clinicians will use assessment findings determine appropriate mode and level of care in order to then place student in group, individual therapy or refer to the Youth Service Bureau Clinic.
e. Clinicians will work collaboratively as a member of the wellness team at each school site to support the team and to ensure that all team members work together. Clinicians will work with the principal or decided point person to identify and prioritize referrals for services.
f. Clinicians will receive individual and group supervision provided by YSB.
g. Clinicians will abide by all legal and ethical standards set by field.
h. Clinicians will ensure familiarity with State and District policies, requirements and procedures.
i. Clinicians will evaluate the effectiveness of the program with mid and end of the year evaluations.

2) **Middle School CommUnity Wellness Clinicians (mental health staff)**: Middle school students will receive emotional and behavioral counseling, psycho-social groups, and intervention services focused on crises and violence prevention on campuses. YSB CommUnity Wellness Clinicians staff will be in placed on three middles schools in South San Francisco; Alta Loma, Parkway Heights, and Westborough. YSB CommUnity Wellness Clinicians will be integral members of wellness and counseling teams at each school site. Middle School CommUnity Wellness Clinicians will be integral members of wellness and counseling teams at each school site. The CommUnity Wellness program is funded by the San Mateo Department of Probation and provided by the YSBs to promote safe school campuses through mental health services, crisis intervention, and campus-wide anti-violence and anti-bullying initiatives.

3) High School CommUnity Wellness Clinicians (mental health staff):
Provide and coordinate school wellness activities which include direct services, prevention services, crisis assessment, and crisis intervention and response. High School CommUnity Wellness Clinicians will be integral members of wellness and counseling teams at each school site. Hours delineated below:

El Camino – 42 hours/week
South San Francisco – 42 hours/week

a. Provide training to staff, students, administrators and parents in violence prevention and intervention.
b. Develop and provide leadership to a violence prevention team for each campus and insure that the team meets regularly.

c. Implement a district-wide referral system that insures systematic and ongoing communication back to individuals who make referrals.
d. Train school staff in use of referral system
e. Provide consultation to peer support programs on each campus.
f. Participate in interagency coordination efforts to ensure success of program as specified in section of this document labeled "coordination."
g. YSB Clinicians will be integral members of wellness and counseling teams at each school site.
h. The YSB will provide all clinical supervision for the YSB Counselor and ensure compliance with the laws and ethics set by the California Board of Behavioral Sciences, including all confidentiality protocols and compliance with HIPAA laws.
i. The YSB will provide programmatic quality oversight in collaboration with SSFUSD school staff, including evaluating the effectiveness of the program at the end of the school year.

PLEASE SEE LAST PAGE EXHIBIT A BUDGET BREAKDOWN OF SERVCIES

SECTION 4. SSFUSD ROLE

In consideration of the services set forth above, the SSFUSD shall:

a) Provide a confidential space for the services outlined above in Section 3
b) Work collaboratively with YSB leadership to evaluate and respond to any needs at school sites.
c) To provide communication and set expectations at school sites that support integration of YSB Mental Health clinicians and trainees as members of wellness teams at each school site.
d) To ensure that all curriculum materials provided by YMCA staff be used at the discretion and with expressed consent of YSB staff only.
e) Payment for the above services is made by the City of South San Francisco (as stated in Consulting Agreement with the City). Total is not to exceed $720,733: Payment is for services delineated below:
    - YSB staff for High School CommUnity Wellness Programs and elementary school counselors: $480,402
    - YSB volunteer trainees for elementary/Middle School Counseling Services: $133,772
    - Operating and Administrative expenses: $106,559

SECTION 5. INDEMNITY AND INSURANCE

YMCA'S OBLIGATIONS:

1) YMCA of San Francisco will ensure all hiring criteria and procedures, such as fingerprint clearance and criminal background checks are met by all staff and volunteers for the duration they are placed within the school district.

2) YMCA of San Francisco shall defend, indemnify and hold harmless SSFUSD, its Board, officers, employees and agents against all claims, damages, losses, expenses (including reasonable attorneys' fees) and liabilities (referred to collectively as "losses") of any kind or character arising out of and in the course of YMCA'S performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of SSFUSD, its agents or employees.

3) YMCA of San Francisco shall maintain during this Agreement, at its cost, general liability insurance insuring against liability for bodily injury, including death, or property damage resulting from YMCA's performance under this Agreement, with a limit of not less than One Million Dollars, automobile liability insurance with a combined single limit of not less than One Million Dollars, Worker's compensation insurance as required by applicable law, and Employer's Liability insurance with limits of not less than One Million Dollars per employee for bodily injury or disease.

SSFUSD'S OBLIGATIONS:

1) SSFUSD shall defend, indemnify and hold harmless YMCA of San Francisco, its Board, officers, employees and agents against all claims, damages, losses, expenses (including reasonable attorneys' fees) and liabilities (referred to collectively as "losses") of any kind or character arising out of SSFUSD's performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of YMCA of San Francisco, its agents or employees.

2) SSFUSD shall maintain during this Agreement, at its cost, general liability insurance insuring itself and YMCA of San Francisco against liability for bodily injury, including death, or property damage resulting from SSFUSD's performance under this Agreement or use of the Facility for the Programs, with a limit of not less than One Million Dollars, and automobile liability insurance with a combined single limit of not less than One Million Dollars, Worker's compensation insurance as required by applicable law, and Employer's Liability insurance with limits of not less than One Million Dollars per employee for bodily injury or disease.

3) SSFUSD at its cost, shall maintain on the Facility, fire and extended coverage insurance, with vandalism and malicious mischief endorsements, in accordance with its general policy and practice as to amount and form.

4) All insurance required hereunder shall be primary (so that any contingent liability insurance of YMCA of San Francisco will not be called upon for contribution); non-cancelable without thirty (30) days advance written notice to YMCA of San Francisco; cover the indemnification obligations of SSFUSD to YMCA of San Francisco under this Agreement; and be evidenced by a certificate of insurance and related endorsement from SSFUSD's insurance carrier.

5) SSFUSD agrees to notify YMCA in writing immediately upon knowledge of any claim, suit, action or proceeding for which either party may be entitled to indemnity under this Agreement.

SECTION 6 NOTIFICATION

Formal notice between the parties under this agreement shall be addressed as follows:

If to the school district: South San Francisco Unified School District
Dr. Shawnterra Moore, Superintendent
398 B Street,
South San Francisco , CA 94080

If to YMCA: Youth Service Bureaus
Margaret Hitchcock, Clinical Director
1486 Huntington Ave. #100
South San Francisco, CA 94080

SECTION 7 MISCELLANEOUS

This Contract constitutes the understanding between the parties, and supersedes all offers, negotiations and other MOU's or contracts concerning the subject matter contained herein. There are no representations or understandings of any kind not set forth herein. Any amendments to this Contract must be in writing and executed by both parties.

APPROVED AND AGREED:

_____

Wesley "Chip: Rich, SVP, Operations
YMCA of San Francisco

Date _____

_____

Shawnterra Moore, Ed.D.
Superintendent
SSF Unified School District

Date _____

Exhibit A:

BUDGET and NARRATIVE DESCRIPTIONS

South San Francisco Unified 2024-2025 Budget		
High School CommUnity Wellness Clinicians, Middle School CommUnity Wellness Clinicians and Elementary School Therpist Positions		
Personnel	**Weeks and hours per week**	**salaries and taxes**
CommUnity Wellness Clinician - El Camino HS	40 weeks x 42 hours/week	$78,999
CommUnity Wellness Clinician – South San Francisco HS	40 weeks x 42 hours/week	$78,999
Elementary School Counselor: Buri Buri and Ponderosa Elementary	40 weeks x 43.5 hours/week (extra day [7.5 hours] at Buri Buri)	$82,807
Elementary School Counselor: Skyline and Monte Verde Elementary	40 weeks x 36 hours/week	$68,530
Elementary School Counselor: Junipera Serra and Martin Elementary	40 weeks x 36 hours/week	$68,530
Clinical Supervision for 6 clinicians, 8 hours per week	40 weeks x 14 hours/ week	$36,944
Health benefits	6 FTE's x $8600	$51,600
COLA Increase at 3%	3% of salaries and benefits	$13,993
Total Staff Salaries and Benefits:		**$480,402**
YSB Clinical trainee Interns at Elementary and Middle Schools		
YSB Master-level trainee interns by school	*Daily Rate @36 wks onsite*	*Total*
Los Ceritos Elementary		
3 days per week	$9,968	$29,904
Spruce Elementary		
5 days per week	$9,968	$49,840
Sunshine Gardens		
2 days per week	$9,968	$19,936
Alta Loma Middle School		
1 day a week additional SSA support	$9,968	$9,968
Parkway Heights Middle School		
1 day a week additional SSA support	$9,968	$9,968
Westborough Middle School		
1 day a week additional SSA support	$9,968	$9,968
COLA Increase at 3%	4% of daily rate @36 weeks onsite	$3,888
Total Masters-Level Mental Health Trainee Support (7-8 Interns)		**$133,772**
Operating Expenses		
Supplies		$1,000
Communication (phone)		$2,100
Electronic Health Care Records		$9,450
Total Personnel and Operating Costs		**$626,724**
Administration/Overhead (15%)		$94,009
*Total Cost of Services to SSFUSD**		**$720,733**

Details for clinical positions at SSFUSD school sites		
40 weeks includes 2 weeks for onboard training by YSB, school orientation, and client file closure,		
consultation with school at end of year, and file closing at termination		
5:1 ratio for direct face-to-face with clients to collaboration and administrative work		
Collateral consultation with parents and school staff weekly		
3 hours of clinical supervision at YSB weekly (1 hour of individual and a 2-hour clinical consultation group)		
as required by the Board of Behavioral Health Serivces, chart review and programmatic oversight.		

Contract For Programming
Alternatives To Suspension Program

THE YOUTH SERVICE BUREAUS of the MENTAL HEALTH SERVICES BRANCH
of the YMCA OF SAN FRANCISCO
AND the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

WHEREAS the YOUTH SERVICE BUREAU of the Mental Health Services Branch of the YMCA of San Francisco ("YMCA") and SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT ("SSFUSD") mutually desire to effect a CONTRACT to define their relationship effective on **July 1, 2024.**

SECTION 1. THE PARTIES' INTENT

A. To establish and define the business relationship between YMCA and SSFUSD as it relates to the School Based Counseling Program for youth operating at the following SSFUSD school's facilities) and;

B. To serve as the guiding document as to the responsibilities of YMCA and SSFUSD for the operation of the School Based Counseling Program.

SECTION 2. TERM

A. This contract will be in effect for the fiscal year **July 1st, 2024- June 30, 2025**. This Agreement may be terminated by either party at any time by giving prior written notice to the other party at least 30 days in advance of the effective date of such termination or may be terminated by mutual agreement of both parties.
B. No alterations of variation of the terms of this Agreement shall be valid unless made in writing and signed by the Assistant Superintendent of the SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT or his designee and the Executive Director of the Youth Service Bureaus

SECTION 3. YMCA ROLE
In consideration of the payment hereinafter set forth, YMCA shall perform the following services at assigned sites four full days a week paid for by SSFUSD.

Alternatives to Suspension Program Description and Desired Outcomes

This program is designed to help suspended students engage in structured, therapeutic time during suspension to address underlying causes of suspension and increase engagement at school upon reentry.

Program Objectives

1) Suspended students improve personal awareness of reasons for suspension, decision-making, and opportunities for more supportive adult relationships on campus.
2) More specifically responding to case management needs of students as well as improving access to ATS programming at multiple sessions and groups as needed and determined by ATS provider on a case-by-case basis.
3) More specifically incorporating facilitation and supporting restorative elements such as affective language, chats and circles with staff and students.
4) Students continue to address underlying causes of suspension through supportive reentry to campus.

5) Students increase overall connection to school through opportunities for continued therapeutic support on campus.
6) Address systemic challenges leading to students engaging in behaviors that lead to suspension through prevention and education programing.

Output

- Up to 12 students per day, four days per week during school semesters of Academic Year 2024-2025. The goal is to provide ATS programs (Counseling groups, Brief Interventions and Special Interventions) for up to 345 students, with 80% attending only once, and 20% attending two times. This will result in a potential decrease of up to 345 off-campus suspension days for the school district.

Outcomes

1. Daily attendance is at least 80% of mandated students.

2. 80% of suspended students are not suspended again.

3. Short-term therapeutic outcomes. At end of day, students can: identify at least one aspect of the suspension incident under their control; develop at least one alternative action to avoid suspension; and identify at least one adult from whom they can seek help on campus.

4. Long-term therapeutic outcomes. A majority of students report making better decisions and having more supportive adults on campus

5. Greater engagement from all school campuses due to engagement in prevention efforts (e.g. Restorative Practices, Trauma Informed Training, etc.)

- Outcome Measures:
  - Program attendance records
  - SSFUSD database
  - Student surveys at the end of day
  - Student work products during day (review and observation)
  - Student surveys administered two months after day of suspension.
  - Methodology and Evidence Based Practices:
  - While the amount of time that YSB staff will spend with each student is limited, we propose an approach that maximizes outcomes for students and SSFUSD will leverage existing programs to extended support for students after suspension.

The ATS environment is built around youth asset-development principals that provide students with an a physically and emotionally safe space in a low-risk environment removed from school to accomplish several goals, including: To make meaningful connections to adult mental health professionals who provide experience, care and respect in the delivery of services; reframing of “how you did wrong” to curiosity in “what happened to you” and finding personal assets and strengths for problem solving; pro-social activities that provide challenge and engagement; and connection with peers with similar challenges in a pro-social context that allows positive peer culture to form.

The ATS program is integrated into a systematic, collaboration with SSFUSD to ensure that student

progress is tracked backed to campus and that students engage in school better over the long term. The systems approach will start at the referral process where the ATS site will received referrals directly from an appointed district staff point person. The point person will be responsible for referrals, attendance tracking, and refer students to other identified services when indicated.

∞ ***PLEASE SEE LAST PAGE EXHIBIT A BUDGET BREAKDOWN OF SERVCIES***

SECTION 4. SSFUSD ROLE

In consideration of the services set forth above, the SSFUSD shall:

a) Provide a designated and appropriate space for the services outlined above in Section 3
b) Payment for the above services is made by the City of South San Francisco (as stated in Consulting Agreement with the City). Total is not to exceed $91,904.

SECTION 5. INDEMNITY AND INSURANCE

A YMCA'S OBLIGATIONS:

1) YMCA of San Francisco will ensure all hiring criteria and procedures, such as fingerprint clearance and criminal background checks are met by all staff and volunteers for the duration they are placed within the school district.

2) YMCA of San Francisco shall defend, indemnify and hold harmless SSFUSD, its Board, officers, employees and agents against all claims, damages, losses, expenses (including reasonable attorneys' fees) and liabilities (referred to collectively as "losses") of any kind or character arising out of and in the course of YMCA'S performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of SSFUSD, its agents or employees.

3) YMCA of San Francisco shall maintain during this Agreement, at its cost, general liability insurance insuring against liability for bodily injury, including death, or property damage resulting from YMCA's performance under this Agreement, with a limit of not less than One Million Dollars, automobile liability insurance with a combined single limit of not less than One Million Dollars, Worker's compensation insurance as required by applicable law, and Employer's Liability insurance with limits of not less than One Million Dollars per employee for bodily injury or disease.

B. SSFUSD'S OBLIGATIONS:

1) SSFUSD shall defend, indemnify and hold harmless YMCA of San Francisco, its Board, officers, employees and agents against all claims, damages, losses, expenses (including reasonable attorneys' fees) and liabilities (referred to collectively as "losses") of any kind or character arising out of SSFUSD's performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of YMCA of San Francisco, its agents or employees.

2) SSFUSD shall maintain during this Agreement, at its cost, general liability insurance insuring itself and YMCA of San Francisco against liability for bodily injury, including death, or property damage resulting from SSFUSD's performance under this Agreement

or use of the Facility for the Programs, with a limit of not less than One Million Dollars, and automobile liability insurance with a combined single limit of not less than One Million Dollars, Worker's compensation insurance as required by applicable law, and Employer's Liability insurance with limits of not less than One Million Dollars per employee for bodily injury or disease.

3) SSFUSD at its cost, shall maintain on the Facility, fire and extended coverage insurance, with vandalism and malicious mischief endorsements, in accordance with its general policy and practice as to amount and form.

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5) SSFUSD agrees to notify YMCA in writing immediately upon knowledge of any claim, suit, action or proceeding for which either party may be entitled to indemnity under this Agreement.

SECTION 6. NOTIFICATION

Formal notice between the parties under this agreement shall be addressed as follows:

If to the school district:	South San Francisco Unified School District Dr. Shawnterra Moore, Superintendent 398 B Street, South San Francisco , CA 94080
If to YMCA:	YMCA of San Francisco - Youth Services Bureau Deidra Somerville, Executive Director 1426 Huntington Ave. #100 South San Francisco, CA 94080

SECTION 7. MISCELLANEOUS

This Contract constitutes the entire Contract and understanding between the parties, and supersedes all offers, negotiations and other Contracts concerning the subject matter contained herein. There are no representations or understandings of any kind not set forth herein. Any amendments to this Contract must be in writing and executed by both parties.

APPROVED AND AGREED:

Wesley "Chip" Rich VP of Operations	Shawnterra Moore, Ed.D. Superintendent
YMCA of San Francisco	SSF Unified School District

Date _____ Date _____

Exhibit A:

BUDGET and NARRATIVE DESCRIPTIONS

South San Francisco Unified 2023-2024 Budget		
Alternative to Suspension 4-days per week Academic Year 2023-2024		
Personnel		
ATS program staff 4 days a week August 11-June 1st. 14	40 weeks x 32 hours/week	$ 60,915.00
	40 weeks x 3 hours/week	$ 7,916.00
COLA 3%		$ 2,065.00
**includes 2 weeks training and prep time two weeks prior to school year commencement. Includes salaries, payroll taxes and retirement benefits*		
Health Care benefits	(1 FTE x $8600)	$ 8600.00
Expenses		
Supplies		$ 400.00
Electronic Health Care Records		$ 290.00
Administration/Overhead (15%)		$ 11,718.00
Total		**$ 91,904.00**

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: June 20, 2024

RE: Approval of Daybreak Health MOU for the 2024-25 School Year

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BACKGROUND:

The South San Francisco Unified School District has focused on providing mental health support for staff and students. During the COVID-19 pandemic, the need for support has increased. We would like extend our partnerships with Daybreak Health for a third year to provide mental health support for students.

Daybreak Health is the leading online counseling platform for teens, serving 30+ schools across California. Their team includes clinicians, school experts, researchers, and 25+ LCSWs and LMFTs focused specifically on working with teens. Daybreak has served hundreds of youth (age 12-19) facing anxiety, depression, bullying, trauma, academic stress and more. Starting next year, Daybreak has expanded their counseling services to students younger than 12 with parent consent.

Scope of counseling services:
SSFUSD would like to continue the partnership with Daybreak to provide an integrated online referral process and rapid access to virtual telehealth counseling services, as well as virtual trainings, parent education webinars, an online screener to be administered twice a year, and monthly progress check-ins with school teams. Their standard treatment plan for students being supported includes an intake session and approximately 10-12 weekly teletherapy counseling sessions, with mobile app messaging support also available throughout the week.

Included with this memo is an Impact Summary report produced by the Daybreak Health team for the 2023-2024 school year.

Treatment areas for students include:

- Mild to moderate anxiety and mood disorders (anxiety, depression)
- Stress related to the pandemic
- Affect Dysregulation or Anger Management
- Challenges with Relationships
- Stress related to school or academics
- Identity or Sexual Development
- ADHD

FISCAL IMPLICATIONS:

The cost for using Daybreak to support our students' mental health for this coming year will be $178,600. This will be paid from the General Fund.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the MOU with Daybreak Health to support South San Francisco Unified School District students for the 2024-25 school year.

Daybreak & SSFUSD 2024-25 Recommended Partnership

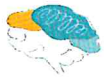
Service	Description	Total Cost
1:1 Family and Student Therapy for students K-12 with insurance cost sharing	**1:1 Teletherapy for 100 students** *Daybreak will bill student's insurance for sessions where possible.* *Each student is eligible for up to 12 therapy sessions and 1 intake session.* *This scope supports ~10 referrals/month at 10 schools* ***This would include access to K-12 grade teletherapy program*	**$158,600** *Based on $122/hour market rate*
Community Engagement Supports	**Universal Mental Health Screener** *Two screener administrations and results analysis*	$20,000
	Parent or Staff Mental Health Classes *2* Virtual mental health classes that help families and staff support the ongoing mental health challenges facing students today.*	***additional classes available at a rate of $2,000 / class**

Total Cost: $178,600

Closing the Gap Between Need + Students Served

With our best-in-class utilization playbook we can support the district in closing the gap between need and service.

We know the need is high



1/5

Evidence shows that **⅕ youth nationally are experiencing persistent feelings of sadness or hopelessness**



10%

Daybreak's Mental Health screener has found **that of 13% of SSFUSD students could use therapeutic-level support**

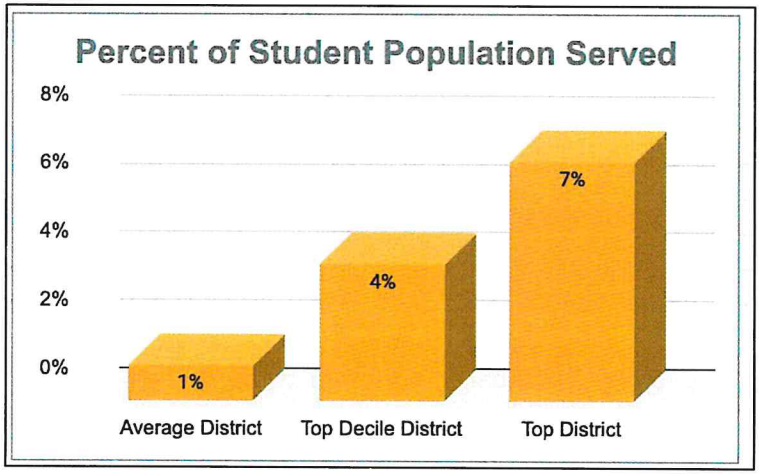


12%

Daybreak's Mental Health screener has found that **upwards of 12% of SSFUSD students are interested in receiving teletherapy through Daybreak***

We have proven strategies to help support you in closing the gap between need and students served

1. **Promote on social media.** Districts that promote their teletherapy launch on on social media serve an average of **4%** of their district population - **more than 3x the impact.**
2. **Send monthly updates to campus staff + admin.** Districts that incorporate Daybreak data and program updates into recurring emails + meetings serve an average of **1.6%** of their district population - **45% greater impact.**
3. **Provide multiple referral pathways.** Districts that empower all campus staff, students, and parents to submit referrals serve an average of **1.5%** of their district population- **36% greater impact.**
4. **Offer parent mental health classes.** Districts that provide parent mental health classes serve an average of **1.5%** of their district population- **36% greater impact.**



Daybreak Health

South San Francisco UNIFIED SCHOOL DISTRICT

Daybreak + South San Francisco Unified Board Report

June 2024

Elizabeth Crowley
Account Manager
elizabeth@daybreakhealth.com

Why Daybreak exists.

The seeds of our mission began 15 years ago when Alex's brother struggled with depression in middle school. His family spent 100s of hours just trying to find a therapist that was accessible and who understood him before they were able to get the mental health support he needed.

Alex Alvarado
CEO & Founder

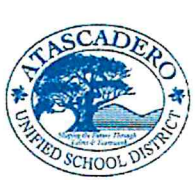


We want to remove barriers.

Daybreak is committed to removing barriers to mental health care for youth. But before we can even get to care, there needs to be a way to identify and talk about what's happening, **without stigma**. That's where mental health education for families and school staff comes in.

Some of the districts partnering with Daybreak for Teletherapy

Daybreak is serving OVER 1,100 schools and $1.2M students nationally



















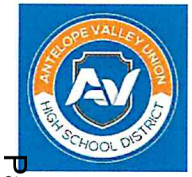




















23-24 Partnership Goals

South San Francisco UNIFIED SCHOOL DISTRICT

SSFUSD has a vision of making effective and short-term therapy readily and quickly available to students, reducing financial barriers to care, increasing capacity of school counselors, and integrating effective treatment into systems of support across SSFUSD

Daybreak works with SSFUSD to:

- Provide students with immediate access to mental health care
- Match students with a licensed clinician that meets their needs and preferences, creating strong therapeutic alliances
- Create equal access to affordable care through district-sponsored care
- Improve student outcomes by keeping a consistent pulse on the mental health and wellness of students through a comprehensive universal screener and progress check-ins

Scope of Services Provided in 23-24 SY

South San Francisco UNIFIED SCHOOL DISTRICT

Students reached:

- **2,516 students**, across 6 secondary schools, completed Daybreak's universal mental health screener. The screener showed that ~10% of the student population would benefit from therapeutic intervention.
- SSFUSD **counselors referred 61 students** to Daybreak in the 2023-2024 school year
- **41 students are currently, or participated** in, Daybreak's 12-week intervention program and will continue to receive 1:1 support during the summer

Quality of care and student engagement:

- 86% of students have attended their first session
- ***93% of students have kept their second session*** *which tells us that once engaged in care, students are building rapport with their therapist and finding meaning in the experience.*
- SSFUSD students have been matched with 33 Daybreak clinicians allowing students to create unique connections throughout their care journey.

Program Impact:

- *89% of students have demonstrated improvement on the PHQ/GAD/WHO5*
- *85% of SSFUSD students have met or partially met the goals that they set in therapy*

The State of Youth Mental Health in SSFUSD | Universal Screening

Daybreak helps SSFUSD understand the current Mental Health needs of teens across the community:

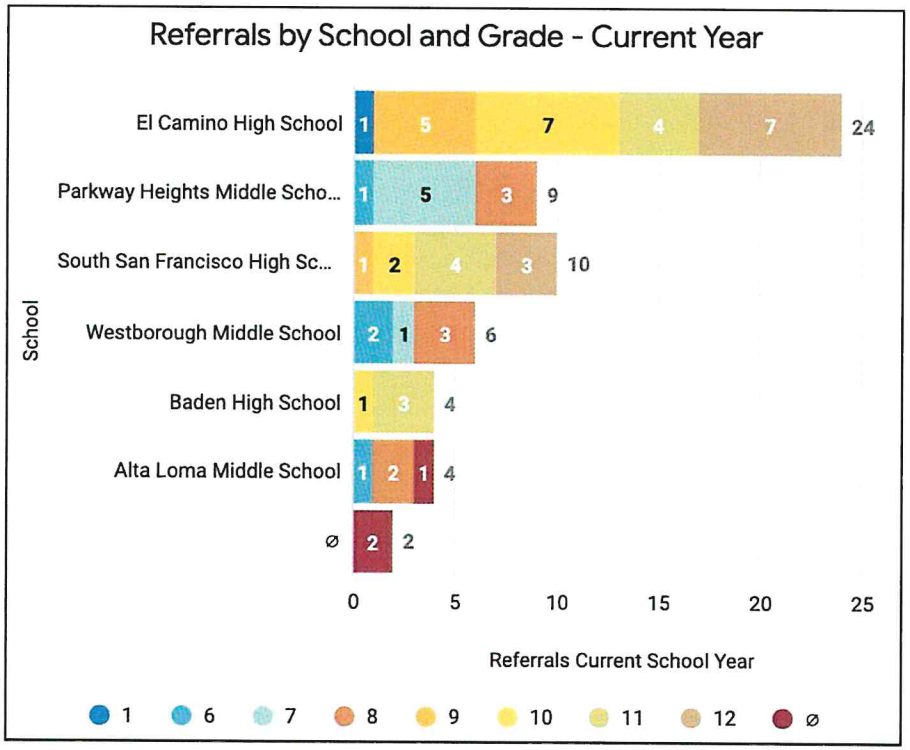
- In October 2023 we administered a universal mental health screener for youth in grades 6-12.
- 10% of students would benefit from therapeutic support in at least 1 area.
- The most prevalent moderate to severe symptoms identified in the Universal screener included:
  - >5% of students: Relationships, Stress, Anxiety
  - Female students are presenting with higher needs than male students
- ***18% or 453*** *SSFUSD students who completed the screener said* ***"Yes" they are interested in mental health support***
- 12% of the students that said "Yes" are interested in Daybreak

We heard from **2,516** secondary students in SSFUSD

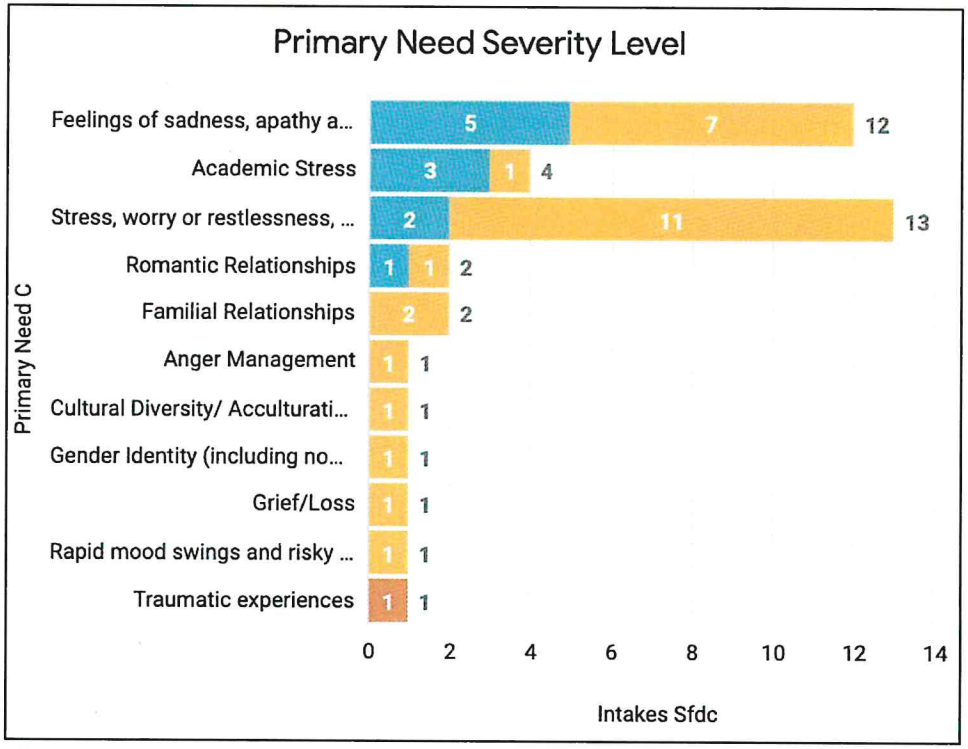


Research suggests that depression is associated with lower grade point averages, and that co-occurring depression (mood) and anxiety can increase this association. Depression has also been linked to dropping out of school.

Referral Trends and Insights



6 campuses regularly refer students to Daybreak.



The majority of teens referred to Daybreak are experiencing mild or moderate stress, worry, feelings of sadness and apathy, which impacts their ability to function successful in school environments.

Student Care Journey - Data and Insights

Daybreak is supporting students and students are continuing with therapy

- 67% of students who have been referred have completed their intakes
- 86% of students have attended their first session
- ***93% of students have kept their first session - this tells us that SSFUSD students are matched with right-fit clinicians and once they attend their intake appointment they are likely to remain engaged***

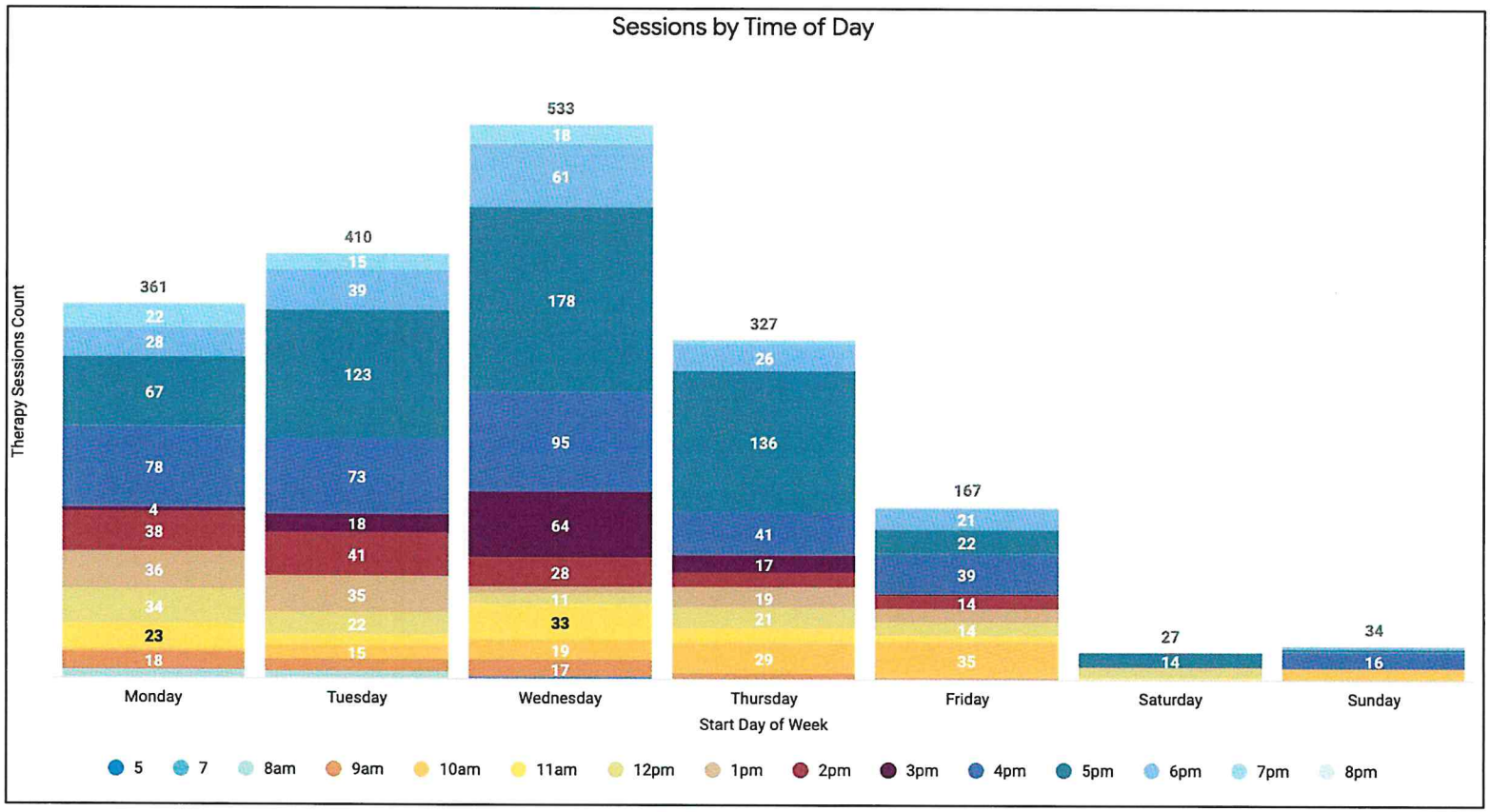
Matching students to Daybreak Clinicians

- We are meeting with students within 1 week of their referral and connecting them to the "right-fit" clinicians within 3 weeks.
- Looking ahead to 2024-2025, Daybreak will reduce match times by updating the availability collection process and supporting SSFUSD staff on advising students on providing their availability at intake.

Flexible session times and access to care

Daybreak is providing access to teletherapy sessions **when and where students are available** while protecting oncampus services for the higher levels of acuity.

~70% of sessions are taking place after school or on the weekend.



Student Voices about Therapy Goals

Intake specialists also ensure that students have a chance to express their own goals for therapy through responding to our "magic wand" question and share how they feel after working with Daybreak:

"If you could change one thing through therapy what would it be?"

- Change the way I think
- Be more confident
- Less worry in social settings
- Change how I view myself and my insecurities
- I would make everyone equal and give everyone equal resources
- Better communication with my family
- To express my feelings instead of holding them up
- I would change that I'm failing academically

"What are the benefits of working with Daybreak"

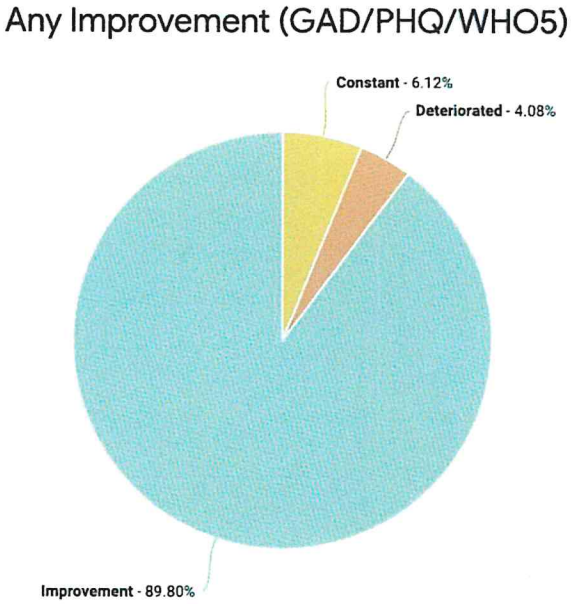
- Talking to someone who understands my needs
- Looking into resources that would help me
- I learned how to deal with my emotions and felt that it was a good place to express myself and talk about anything that happened
- Being able to figure out how to treat myself more kindly and improve my self image while gaining more time management skills to help reduce stress.
- To talk about what our problems are and get help for it
- I learned the tools to take care of myself and how to apply them.
- How to help myself outside of the meetings
- I know how to control my anger a lot more and emotions
- Learning how to better take care of myself and to look at things from all perspectives
- I know how to deal with things when im struggling with then
- improving communication with others including with relationships and friendships, expressing myself better when i feel a certain way.
- Having someone to encourage me (that wasn't my family) and push me to try new things and experiences
- Being able to find things about about myself that I didnt know
- An outlet

Clinical Impact

89% of SSFUSD students show improvement on the GAD/PHQ/WHO5

- 73% of students show improvement on the GAD
- 70% of students show improvement on the PHQ

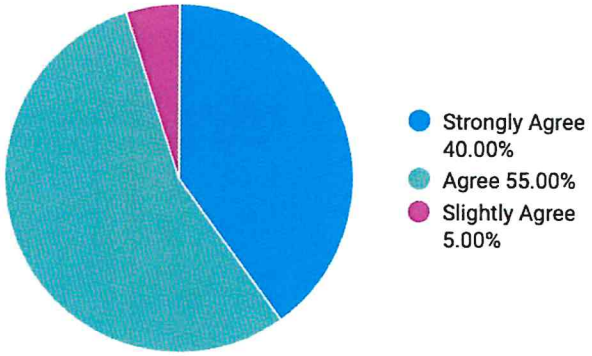
84% of SSFUSD students have made progress on goals set in therapy



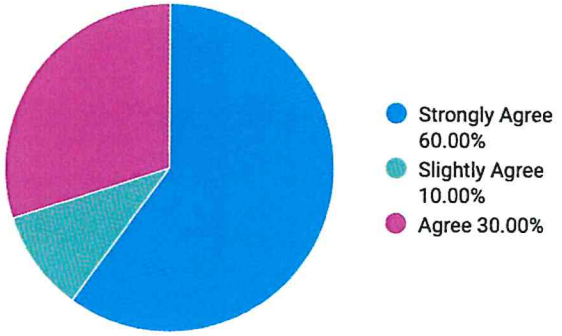
Student Voice - Clinical Experience

95 percent of SSFUSD students agree that they have had a positive experience with Daybreak

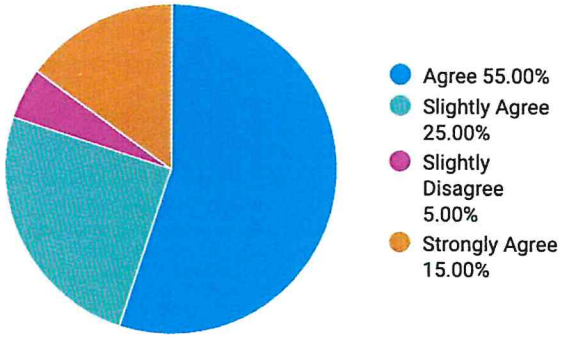
Clinician Provided me w/ Tools & Support



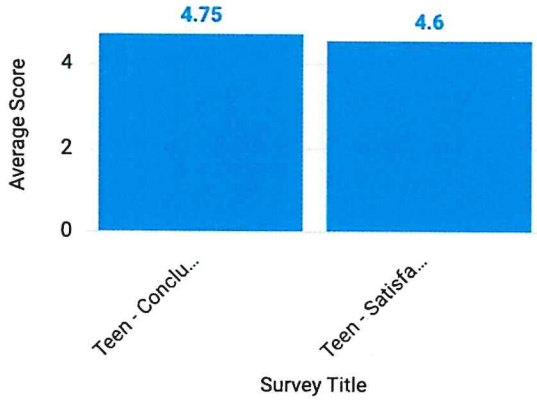
Concluding - Trust & Depend on Clinician



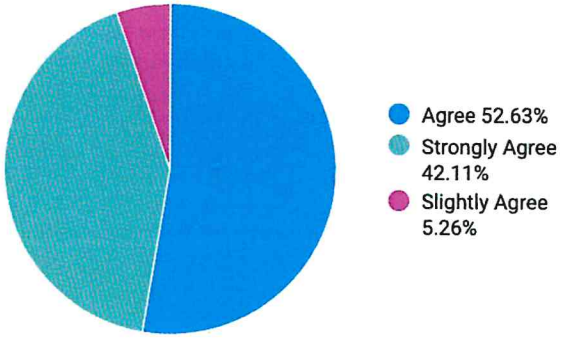
Teen Concluding - Better at Handling Da...



Teen - Overall Experience



Depend on Clinician



Diverse Clinical Team

- SSFUSD students have been matched with ***30 unique clinicians***
- 33% of California clinicians speak Spanish
- Clinicians are able to support SSFUSD students 6 days a week from 8AM - 8PM
- We are able to consider language accessibility when recruiting for onsite clinicians

Therapist Preferences Voiced by SSFUSD Students

Bilingual and/or Spanish Speaking [x7]

Young and lighthearted

Someone who has immigrated in the past

Someone who is gender-affirming and with experience with LGBTQ

Someone creative

Someone Southeast Asian

2024-25 Partnership Discussion

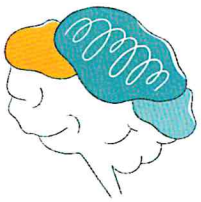
Looking ahead to 2024-2025

- **Serve K-12 Students with Teletherapy -** shift to an unlimited referral model to support all students K-12 who can *benefit from the individual or family therapy approach*. Promote additional referral pathways so that students and families can raise their hand and self-refer themselves or their student to Daybreak.
    -

- **Administer the Universal Screener at the beginning of the year** to identify teens for support and to evaluate the current state of mental health in the community

- **Make Partnership Sustainable -** launch insurance cost-sharing to program to make partnership *accessible to all SSFUSD students.*

Why Unlimited



1/5

Evidence shows that ⅕ youth are experiencing persistent feelings of sadness or hopelessness



19%

Daybreak's Mental Health screener has found that upwards of 19% of students are interested in receiving Mental Health support through their school*



13%

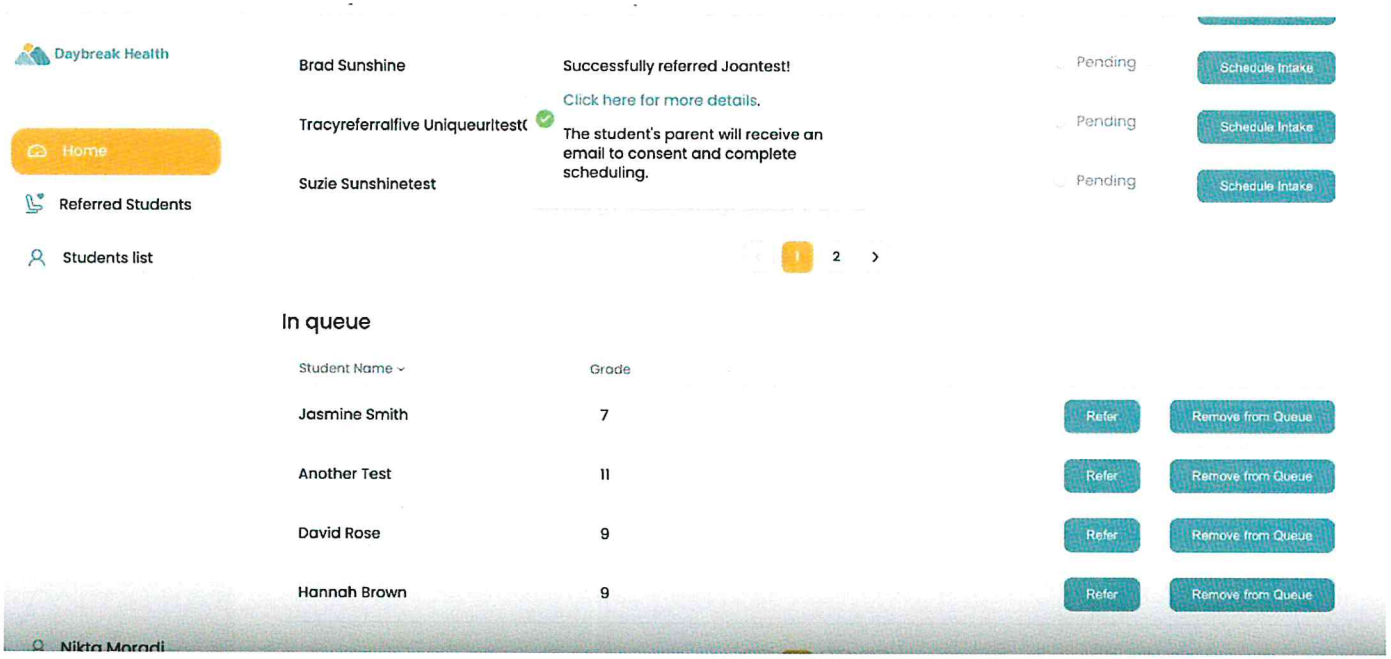
Daybreak's Mental Health screener has found that upwards of 13% of students are interested in virtual therapy offered through Daybreak*

Daybreak's Unlimited Model with Insurance Cost Sharing allows schools to **refer any student** to Daybreak when they most **need and want** the additional support. This allows your team to flexibly meet the needs of students and prevent the rise of more intensive mental health symptoms.

Based on the responses of 17,000 youth served in 2024-2025 SY

Sharing Onboarding Forms with Families

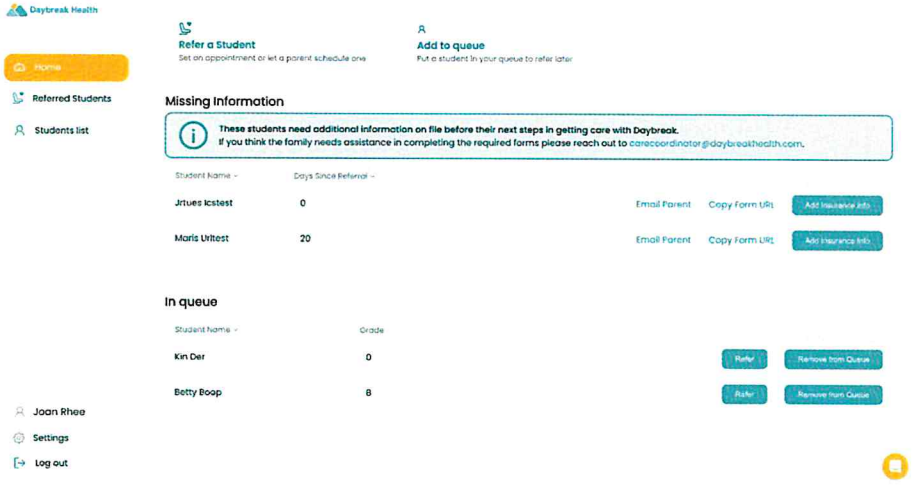
Daybreak requires families/students to provide consent for treatment and will send a copy of Daybreak's parent welcome packet (onboarding families) to every family referred.



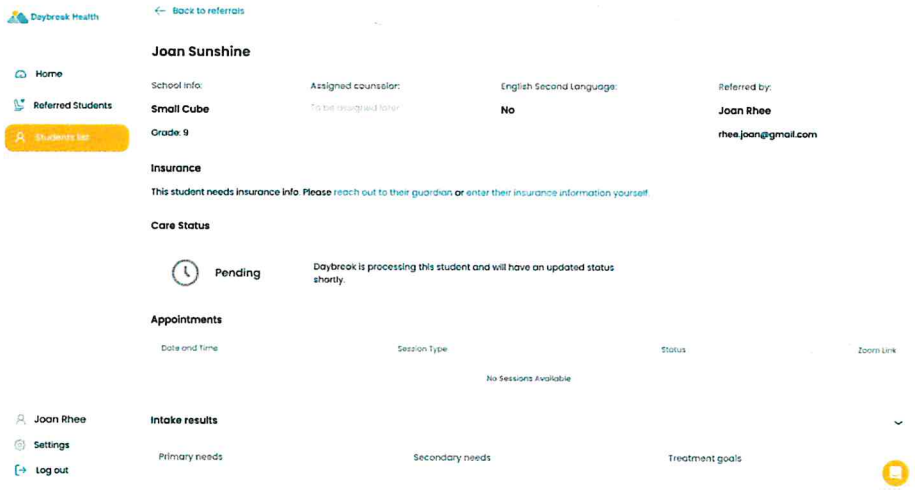
Staff Dashboard - Insurance

Daybreak will reach out to families multiple times to try to gather information, however, referring staff can also reach out to carecoordinator@daybreakhealth.com to provide direct support to the family.

If the district approves insurance cost sharing, the onboarding forms will also provide an opportunity for families to share their insurance information. Daybreak is $0 out of pocket for all families that participate when in partnership with the district.



School Staff Dashboard Home Page



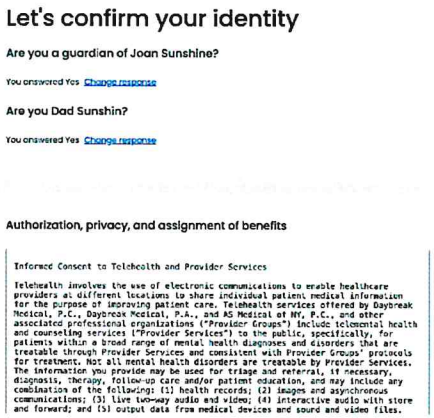
Referral Page for Student

Staff Dashboard - Insurance

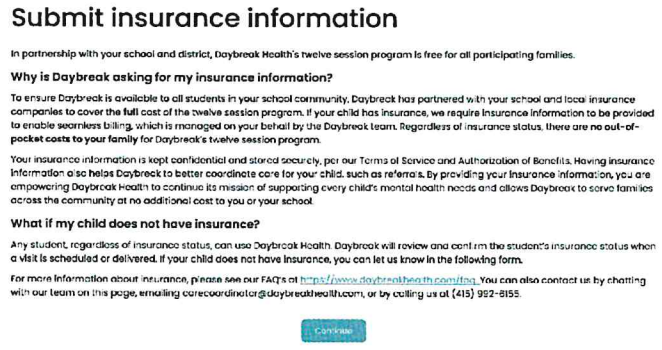
Parents will now be prompted to confirm their identity, meaning they have less information to enter.

When a district turns on insurance, the insurance call-out is added into the parent welcome packet. When parents click "continue" on this call out, the insurance section pops up for parents to enter their information.

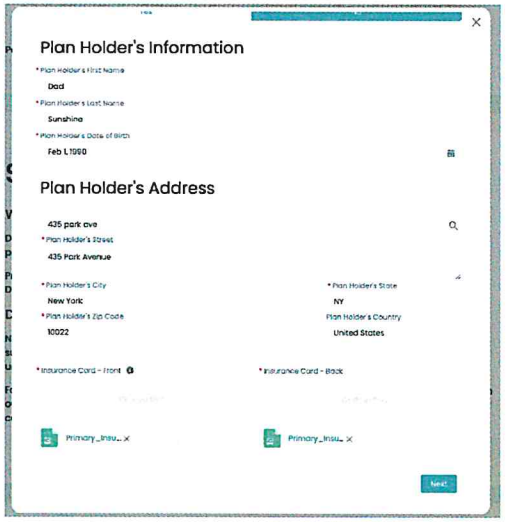
You can see a full side by side of the parent welcome packet with and without insurance on the next slide.



Parent Welcome Packet

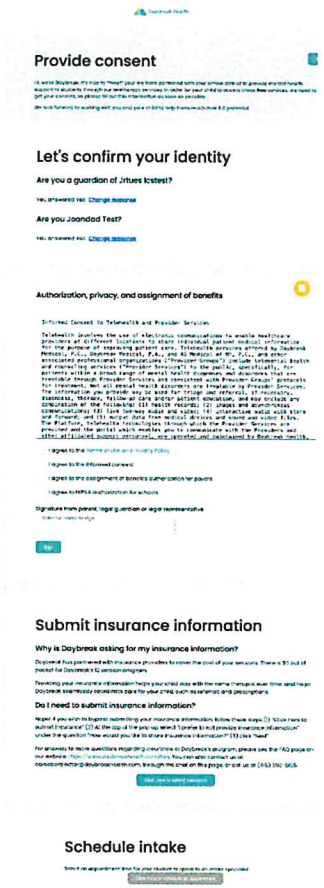


Insurance Call-Out



Insurance Section

Staff Dashboard - Insurance



The major difference is the addition of the submit insurance information call out.

We are also working on bringing the insurance form into where the call out is now, to further simply the parent's experience.

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: June 20, 2024

RE: Approval of Director of Policy, Operations, and Special Projects Position and Job Description - Unrepresented Classified Management.

BACKGROUND:

On February 15, 2024, the Board approved SSFUSD's five-year Strategic Plan, "Fulfilling Our Promise to Learners," which includes Priority #5: Equitable Systems, a comprehensive set of key initiatives focused on our organizational resource management aligned to our mission, vision, and values in service of our students and families. In addition to revamping our annual planning process for resource allocations to school sites and the District Office, we are also preparing for the adoption and implementation of a new County-wide Human Resources/Business Services Enterprise Resources Planning (ERP) Software System. The ERP integrates all core functions of Human Resources and Business Services into one financial and operational system and helps organizations automate and manage processes and workflows for optimal performance. The current estimated launch date is July 1, 2025.

The South San Francisco Unified School District is seeking a human-centered, systems-oriented leader and project manager extraordinaire to join our 'South City Way.' The Director of Policy, Operations, and Special Projects will lead mission-critical work as part of a cross-functional team who will design, implement, and adapt organization-wide systems to ensure our Human Resources and Business Services core functions are aligned to **Fulfilling Our Promise to Learners**, and most importantly, that we build together a sustainable, resourceful PK-Adult Ed public school district for future generations of students, families, and educators. The Director of Policy, Operations, and Special Projects reports to the Superintendent, or their designee, and will also perform highly-skilled administrative, clerical, and technical tasks and other duties as assigned.

The proposed job description is on the following pages.

FISCAL IMPLICATIONS:

The Director of Policy, Operations, and Special Projects will be included with all other current existing Director positions in the South San Francisco Unified School District Classified Unrepresented Directors Salary Schedule 2024-25, Range 21N. The annual salary range is $154,592.79 to $194,233.13 and the annual work calendar is 260 days. A copy of the salary schedule is enclosed with this Board memo and publicly available on our District website. This position will be paid from the General Fund.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the creation of a Director of Policy, Operations, and Special Projects Unrepresented Classified Management position as presented.

DIRECTOR OF POLICY, OPERATIONS, AND SPECIAL PROJECTS

JOB TITLE:	Director of Policy, Operations, and Special Projects
CLASSIFICATION:	Management - Classified Director (Full-Time; Exempt)
SALARY RANGE:	$154,592.79 to $194,233.13
WORK YEAR:	260 days
LOCATION:	District Office
BENEFITS:	Medical, dental, and vision plans; defined benefit pension plans; disability; life insurance; 403(b)/457(b) tax-deferred retirement savings plans; flexible spending account options; employee assistance program; Master's/Doctoral Degree stipends; and vacation time.
BOARD APPROVAL:	Personnel Commission (06/17/2024 - anticipated); Board of Trustees (06/20/2024 - anticipated)

ABOUT SSFUSD (WHO WE ARE):

South San Francisco Unified School District (SSFUSD) is a PK through Adult Education district composed of fifteen (15) schools spanning Daly City, South San Francisco, and San Bruno. Our enrollment is approximately 7,790 students who hail from diverse identities, backgrounds, and experiences: 48% Hispanic/Latinx, 21% Filipinx, 20% Asian, 6% White, 2% Pacific Islander/Native Hawaiian, 2% African American/Black, and 1% Native American Indian/Alaskan Native. Our focal student populations include our English Learners (23%), students who receive special education services (17%), and students from low-income households (42%). In partnership with our community, SSFUSD's mission is that we will provide exceptional instruction, engaging experiences, and equitable and accessible opportunities and resources to further support our diverse student body so that students are equipped to learn, thrive, navigate their future with purpose, and impact their community. We are guided in our work by our C.A.R.E. core values: Community is our strength; Authentic relationships matter; Resilience propels us forward; and Equity is our North Star.

POSITION SUMMARY:

The South San Francisco Unified School District is seeking a human-centered, systems-oriented leader and project manager extraordinaire to join our 'South City Way.' The Director of Policy, Operations, and Special Projects will lead mission-critical work as part of a cross-functional team who will design, implement, and adapt organization-wide systems to ensure our Human Resources and Business Services core functions are aligned

to **Fulfilling Our Promise to Learners**, and most importantly, that we build together a sustainable, resourceful PK-Adult Ed public school district for future generations of students, families, and educators. The Director of Policy, Operations, and Special Projects reports to the Superintendent, or their designee, and will also perform highly-skilled administrative, clerical, and technical tasks and other duties as assigned.

ESSENTIAL DUTIES:

- Establishes quantitative and qualitative key performance indicators and metrics, guidelines, and standards by which the efficiency and effectiveness of the Human Resources and Business Services operations management can be monitored and evaluated.
- Reviews and analyzes the interoperability of Human Resources and Business Services data systems and establishes standard operating procedures for records and information management.
- Leads coordination and integration of Human Resources and Business Services teams to streamline organizational processes and workflows, optimize resource management, mitigate risks, troubleshoot problems, and improve customer service and satisfaction.
- Identifies opportunities for continuous improvement and provides targeted, differentiated training and coaching for team members.
- Provides technical expertise regarding assigned functions; formulates and develops policies and procedures; reviews and evaluates services, and makes necessary adjustments; prepares and maintains a variety of narrative and statistical reports, records, and files; communicates with other administrators, district personnel, and contractors to manage and facilitate activities and programs, resolve issues and conflicts, and exchange information.
- Project manages cross-functional team efforts and organizational-wide systems improvements, including but not limited to, the adoption and implementation of a new district- and county-wide Human Resources/Business Services Enterprise Resources Planning (ERP) Software System.
- Manages projects according to established timelines and parameters; identifies and monitors progress towards project milestones and targets; delegates effectively and paces work to allow time for course correction and ensures on-time completion and quality of team deliverables; identifies and mitigates key risks; navigates challenges and guides team towards solutions; holds team accountable for achieving results.

- Maintains compliance with applicable laws, codes, regulations, and related industry standards and practices in Human Resources and Business Services operations management.
- Performs other duties as assigned by the Superintendent, or their designee, of the South San Francisco Unified School District.*

**Note: The job description is not designed to cover or contain a comprehensive listing of duties, responsibilities, and activities that are required of the employee. Duties, responsibilities, and activities may change or new ones may be assigned at any time with or without notice.*

COMPETENCIES:

Knowledge:

- California Code of Regulations, Governing Board Policies and Administrative Regulations, and applicable laws, codes, regulations, and related industry standards related to business, finance, labor, and employment.
- Principles and practices of human resources operations management.
- Principles and practices of business services operations management.
- PK-12 public school district administration and leadership.

Skills:

- Establish and maintain effective collegial relationships with other people of diverse backgrounds, identities, experiences, and personalities, that model our District's core values and advance our District's mission, goals, and strategic priorities toward our District's vision.
- Communicate effectively in English orally and in writing, and model communication skills using tact, patience, and courtesy to respond to the needs of District staff, students, families, community members, and other educational partners.
- Operate computer technology, related software, and other office equipment, and flexibly learn new applications and systems as needed.
- Meet District standards of professional and ethical conduct as outlined in Governing Board Policies and Administrative Regulations.

Abilities:

- Ability to maintain complete and accurate records and statistics and to develop meaningful reports from that information.
- Ability to interpret educational policies and procedures.
- Ability to effectively express ideas orally and in writing.
- Ability to make oral presentations.
- Ability to establish and maintain effective working relationships and to effectively work as part of a team.

- Ability to gather, collate, interpret, and analyze data.
- Ability to work independently with little to no supervision.
- Ability to analyze issues and create and implement action plans.
- Ability to work with diverse individuals and/or groups.
- Ability to problem-solve, maintain confidentiality, set priorities, and meet deadlines and schedules.

Incorporated within one or more of the previously mentioned performance responsibilities, which are essential functions of this job description, are the following essential physical requirements:

- Ability to work at a desk, conference table, or in meetings of various configurations.
- Ability to sit, stand, and traverse for extended periods of time.
- Ability to see for purposes of performing duties, responsibilities, and activities.
- Ability to understand speech at normal levels.
- Ability to read laws and codes, rules and policies, and a variety of other printed materials and digital screens, and prepare/process documents.
- Ability to operate standard office equipment, computer technology including keyboard, and other equipment necessary to complete required duties, responsibilities, and activities.
- Ability to listen and speak with others to clearly and understandably communicate and exchange information during conversation.
- Ability to walk, twist, stoop, crouch, kneel, bend/over, grasp, reach overhead, push, pull, move, lift and/or carry 0-50 pounds to waist height.

EVALUATION:

Performance of this job will be evaluated in accordance with the provisions of the Governing Board Policies and Administrative Regulations.

WORKING CONDITIONS:

- **Environment:** Office environment with travel between District offices, school sites, and other facilities. Drive a vehicle to conduct work. May be required to use a personal vehicle.
- **Hazards:** Driving a vehicle during adverse weather conditions. Frequent interruptions. Exposure to dissatisfied employees.

REQUIRED EDUCATION, EXPERIENCE, LICENSES, AND CERTIFICATIONS:

- **Education:** Bachelor's Degree from accredited college or university
- **Experience:** Minimum of five (5) years of PK-12 public school district or

public/private sector administration and management experience related to business services and/or human resources

- **Licenses:** Valid California Driver's License
- **Certifications:** California Department of Justice and Federal Bureau of Investigation Criminal Background Check/Fingerprint Clearance

PREFERRED EDUCATION, EXPERIENCE, LICENSES, AND CERTIFICATIONS:

- **Education:** Master's Degree and/or Doctoral Degree (Ed.D.) from accredited college or university
- **Experience:** Minimum of eight (8) years of PK-12 public school district or public/private sector administration and management experience related to business services and/or human resources
- **Certifications:** Completion of ACSA Personnel Academy, ACSA School Business Academy, SHRM Certification, and/or CASBO Certification

VERIFICATION:

Applicants may be required to submit verification of qualifying education, experience, licenses, and certifications* at any point during the recruitment and selection process.

****Note:** Falsifying one's education, experience, licenses, certifications, or related training, or attempted deception on the application, may result in disqualification from present and future job opportunities with the South San Francisco Unified School District.*

NON-DISCRIMINATION POLICY:

South San Francisco Unified School District programs, activities, and employment shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Classified Directors' Salary Schedule

2024/2025

Effective 7/1/2024, 3% Increase per board approval on 3/9/2023.

Range	Classification	**	1	2	3	4	5	6
21N	Director of Business Services	A	$ 154,592.79	$ 161,777.31	$ 169,258.35	$ 177,218.35	$ 185,497.66	$ 194,233.13
	Director of Facilities and Safety	H	$ 79.28	$ 82.96	$ 86.80	$ 90.88	$ 95.13	$ 99.61
	Director of Nutrition Services & Distribution							
	Director of Technology							

** A = Annual - 260 days H = Hourly

Due to rounding in the automated payroll system, rates shown on this schedule are not the exact figure and are being provided for general purposes only.

Masters - $1,750 Annual Stipend
Doctorate - $1,500 Annual Stipend

Benefit
$65,000 - Life Insurance Coverage

Twenty-three days of paid vacaion per year for twelve-month employees, ratio of 23 days based on months of service for less-than-twelve month employees

Longevity
After 6 years of service, 4% of annual salary
After 8 years of service, 4.5% of annual salary
After 10 years of service, 5% of annual salary
After 12 years of service, 5.5% of annual salary
After 14 years of service, 6% of annual salary
After 16 years of service, 6.5% of annual salary
After 18 years of service, 7% of annual salary
After 20 years of service, 7.5% of annual salary
After 22 years of service, 8% of annual salary
After 24 years of service, 8.5% of annual salary
After 26 years of service, 9% of annual salary
After 28 years of service, 10% of annual salary
After 30 years of service, 11% of annual salary

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: June 20, 2024

RE: Approval of Human Resources Position Reclassification to Leaves and Benefits Technician

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BACKGROUND:

The Personnel Assistant position has been in existence since August 2002, when it was reclassified from Personnel Substitute Clerk. The basic function of this position has been to perform a variety of duties and responsibilities related to certificated staff, specifically to recruit, onboard, coordinate, and locate available substitute teachers to assure proper coverage of school sites, as well as to manage the District's absence management system (Frontline).

Starting on November 1, 2021, the Personnel Assistant position has taken on the additional duties and responsibilities of managing the District's worker's compensation program, which includes assisting District employees and management with accident reporting, leave coordination and reasonable accommodation determination and working closely with the Payroll and Benefits Department and the District's third-party administrator (TPA) to ensure timely reporting of industrial injuries, to research discrepancies for the purpose of ensuring accuracy of records and confirming eligible payments; maintaining communication with employees who have worker's compensation cases; and responding to questions and concerns related to worker's compensation claims; provides materials, information, and updates to guide all District employees through the worker's compensation claim process.

In summary, there is a need for a dedicated leaves coordinator in the Human Resources Department. Due to the closely related nature of leave coordination, absence management, and worker's compensation program management, it has been determined that the Personnel Assistant position should be reclassified as a dedicated Leaves and Benefits Technician.

FISCAL IMPLICATIONS:

The current salary range of the Personnel Assistant position is Range 36 on the South San Francisco Unified School District Other Classified Salary Schedule for 2024-25.

Range & Classification			1	2	3	4	5
36	Personnel Assistant School Attendance Liaison Senior Library Media Technician	A	$28.28	$29.71	$31.18	$32.77	$34.40
		B	$29.74	$31.24	$32.82	$34.44	$36.17

Due to the increased duties and responsibilities of the reclassification, the salary range of the Leaves and Benefits Technician position will be Range 41 on the South San Francisco Unified School District Other Classified Salary Schedule for 2024-25.

Range & Classification			1	2	3	4	5
41	Accounting Technician Early Child Development Coach Facilities Office Coordinator Payroll and Benefits Technician Technology Office Coordinator	A	$31.96	$33.58	$35.23	$37.00	$38.88
		B	$33.62	$35.32	$37.08	$38.91	$40.89

A copy of the salary schedule follows this Board memo and is publicly available on the District website.

RECOMMENDATION:

It is recommended that once CSEA Chapter #197 ratifies the reclassification of the Personnel Assistant to the position, salary, and job description of the Leaves and Benefits Technician, that the South San Francisco Unified School District Board of Trustees approve the reclassification as presented.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

CLASS TITLE: LEAVES AND BENEFITS TECHNICIAN

JOB SUMMARY:
Under the direction of the Assistant Superintendent of Human Resources, perform a variety of responsible technical and clerical duties in the administration of the District's comprehensive leave of absence program and worker's compensation program; coordinate and process classified and certificated leave requests in accordance with established policies, rules and regulations; serve as the liaison between employees and management to coordinate employee work restrictions and accommodations as well as interactive meetings and appropriate documentation; processes and provides timely notification and communication with employees and supervisors regarding leaves and absences; monitors and maintains the employee leave of absence program.

ESSENTIAL DUTIES:
- Perform a variety of technical and clerical duties in the administration of the district's leave of absence, reasonable accommodation and worker's compensation programs; advises certificated and classified employees and management concerning all leave-related benefits and provides employees with accurate information regarding eligibility requirements, rights and responsibilities; works closely with employees to coordinate leaves of absence.
- Receives requests for all leave programs, including FMLA/CFRA, PDL, sick leave/extended sick leave, catastrophic leave and unpaid leave of absence; provides materials, information and support to guide classified and certificated employees through the leave process.
- Administers worker's compensation program (e.g. explaining benefit and leave procedures, mediating benefit eligibility and payment issues, filing claims, etc.) for the purpose of providing maximum coverage to employees within contract specifications.
- Processes leave requests, reasonable accommodations and worker's compensation reporting forms for the purpose of ensuring accurate eligibility determination and compliance with contract provisions; provides timely notification and communication with employees, supervisors and the Payroll and Benefits Department.
- Supports the Payroll and Benefits Department and its correlation with leaves; maintains current and accurate leave tracking and reporting to the Payroll and Benefits Department to assist with timely and correct payroll processing.
- Conducts research (employee history, policies, and procedures) regarding leaves.
- Assists employees, management, departments and school sites with accident

reporting; processes timely reporting of industrial injuries and/or illness to the district's third-party administrator (TPA) and other required agencies.
- Maintains communication with employees who have worker's compensation cases; responds to questions and concerns around worker's compensation claims; provides materials, information and updates to guide classified and certificated employees through the worker's compensation claim process.
- Researches discrepancies between employee, payroll and third-party administrator (e.g. worker's compensation benefits, leave complaint issues, etc.) for the purpose of ensuring accuracy of records and confirming eligible payments.
- Coordinates with third-party administrator (TPA) and outside agencies to allow the early return to work of injured or ill employees.
- Schedules and facilitates reasonable accommodation meetings for both industrial and non-industrial injuries that require temporary modified duty; ensures reasonable accommodation documents are filled out correctly and complete; maintains log of reasonable accommodations for record-keeping purposes.
- Coordinates with SSFUSD bargaining unit presidents to schedule catastrophic leave committee meetings, as needed; prepares documentation for meetings; prepares and sends correspondence to notify the employee of the catastrophic leave determination in a timely manner.
- Collaborates with management at school sites/offices/work sites on determining and implementing reasonable accommodations for disabled workers pursuant to the Americans with Disabilities Act and California Fair Employment and Housing Act (FEHA.)
- Maintains knowledge of all applicable leaves and accommodations laws including the FMLA, CFRA, ADA, and applicable federal, state, and local laws.
- Prepares a wide variety of written and electronic materials (e.g. reports, memos, compliance letters, emails, list of worker's compensation/reasonable accommodation//LOA employees, unpaid leave, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information.
- Compiles and analyzes highly sensitive and confidential employee leave data for the purpose of monitoring leave management systems requiring thorough familiarity with legal provisions, SSFUSD policies and regulations, bargaining unit contracts, and California Education Code.
- Operate and maintain an automated employee absence reporting system; maintain related records of employee absences.
- Inputs data into and maintains an automated personnel system.
- Responds to inquiries regarding leave benefits.
- Prepares routine and non-routine manual and automated reports.

- Maintains accurate records and statistics as required.
- Maintains confidentiality of information.
- Participates in ongoing training and professional development for the purpose of conveying and/or gathering information required to perform functions and assuring compliance with applicable laws.
- Communicate with personnel and outside agencies to exchange information and resolve issues or concerns.
- Operate a variety of office equipment including a copier, fax machine and a computer and assigned software.

OTHER DUTIES:
Perform related duties as assigned.

KNOWLEDGE OF:
- Leave requirements and other legal protections such as medical, maternity, pregnancy disability, parental leave, and those afforded by the FMLA, CFRA, ADA.
- Principles and practices associated with workers' compensation.
- Personnel office functions, practices and procedures.
- Basic payroll procedures, forms and practices.
- Applicable laws, codes, rules and regulations.
- District organization, operations, policies and objectives.
- Record-keeping and report preparation techniques.
- Operation of a computer terminal and assigned software.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience and courtesy.
- Modern office practices, procedures and equipment.
- Telephone techniques and etiquette.
- Mathematical computations.

ABILITY TO:
- Independently perform a variety of technical duties related to employee leaves of absences, workers' compensation, reasonable accommodation and the district's return-to-work program.
- Learn, interpret, apply and explain rules, regulations, policies and procedures related to certificated and classified leaves.
- Read and interpret Federal, state and local laws and regulations pertaining to FMLA, CFRA and PDL; and workers' compensation and OSHA regulations.
- Assist employees with completion and processing of forms for leave of absences,

FMLA/CFRA/PDL, reasonable accommodation and worker's compensation.
- Effectively plan and organize work and manage time in order to meet schedules and timelines.
- Establish and maintain effective working relationships with staff, administrators, insurance carriers' representatives, third-party administrators (TPA) and members of the general public.
- Maintain confidentiality of sensitive and privileged information.
- Prepare and maintain records and files.
- Identify and resolve reporting issues, errors and discrepancies.
- Answer telephones and greet visitors courteously.
- Operate a variety of office equipment including a computer and assigned software.
- Determine appropriate action within clearly defined guidelines.
- Add, subtract, multiply and divide quickly and accurately.
- Plan and organize work.
- Type or input data at 50 words per minute from clear copy.
- Complete work with many interruptions.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Ability to consistently maintain ethical behavior and strict confidentiality are essential.

EDUCATION AND EXPERIENCE:
Any combination equivalent to: graduation from high school supplemented by college-level course work in business, human resources or a related field and three years of responsible clerical or human resources experience involving public contact.

WORKING CONDITIONS:
ENVIRONMENT:
- Office environment.
- Constant interruptions.

PHYSICAL DEMANDS:
- Hearing and speaking to exchange information in person and on the telephone.
- Dexterity of hands and fingers to operate a computer keyboard.
- Sitting for extended periods of time.
- Seeing to read a variety of materials.
- Bending at the waist or kneeling to file and retrieve materials.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Other Classified Hourly Salary Schedule

2024/2025

Effective 7/1/2024, 3% Increase per board approval on 2/23/2023.

Range	Classification		1	2	3	4	5
25	Paraprofessional I - Bilingual, Adult Ed, Child Care/Dev	A	$ 21.66	$ 22.73	$ 23.85	$ 25.04	$ 26.33
		B	$ 22.77	$ 23.88	$ 25.09	$ 26.38	$ 27.66
26	Paraprofessional I - Special Education	A	$ 22.16	$ 23.31	$ 24.47	$ 25.68	$ 26.99
		B	$ 23.34	$ 24.49	$ 25.76	$ 27.02	$ 28.36
28	Health Services Technician	A	$ 23.31	$ 24.47	$ 25.70	$ 26.95	$ 28.28
		B	$ 24.48	$ 25.72	$ 27.01	$ 28.34	$ 29.74
29	Campus Safety Monitor In-School Suspension Assistant Paraprofessional II - Special Education Student Services Aide	A	$ 23.85	$ 25.05	$ 26.32	$ 27.61	$ 28.97
		B	$ 25.11	$ 26.37	$ 27.66	$ 29.02	$ 30.49
30	Library Media Assistant School Office Assistant	A	$ 24.47	$ 25.70	$ 26.96	$ 28.28	$ 29.71
		B	$ 25.73	$ 27.00	$ 28.36	$ 29.74	$ 31.24
32	District Office Receptionist School Community Liaison School Community Liaison - Child Development	A	$ 25.70	$ 26.95	$ 28.28	$ 29.71	$ 31.18
		B	$ 27.00	$ 28.35	$ 29.75	$ 31.24	$ 32.82
34	College/Career Center Technician Library Media Technician Reprographics Technician	A	$ 26.95	$ 28.29	$ 29.71	$ 31.18	$ 32.77
		B	$ 28.36	$ 29.74	$ 31.24	$ 32.82	$ 34.43
36	Personnel Assistant School Attendance Liaison Senior Library Media Technician	A	$ 28.28	$ 29.71	$ 31.18	$ 32.77	$ 34.40
		B	$ 29.74	$ 31.24	$ 32.82	$ 34.44	$ 36.17
37	Administrative Assistant Bond Program - Administrative Assistant Registrar School Support Assistant I Senior Office Assistant	A	$ 28.97	$ 30.47	$ 31.99	$ 33.58	$ 35.23
		B	$ 30.49	$ 32.05	$ 33.62	$ 35.32	$ 37.08
38	Athletic Trainer School Admin Assistant I School Support Assistant II	A	$ 29.71	$ 31.17	$ 32.77	$ 34.40	$ 36.11
		B	$ 31.25	$ 32.82	$ 34.42	$ 36.17	$ 37.96
39	School Admin Assistant I - Adult School	A	$ 30.47	$ 31.96	$ 33.58	$ 35.23	$ 37.00
		B	$ 32.03	$ 33.62	$ 35.32	$ 37.08	$ 38.91
40	Personnel Technician Purchasing Technician - Nutrition Services School Administrative Assistant II	A	$ 31.18	$ 32.77	$ 34.40	$ 36.12	$ 37.89
		B	$ 32.82	$ 34.47	$ 36.17	$ 37.96	$ 39.85
41	Accounting Technician Early Child Development Coach Facilities Office Coordinator Payroll & Benefit Technician Technology Office Coordinator	A	$ 31.96	$ 33.58	$ 35.23	$ 37.00	$ 38.88
		B	$ 33.62	$ 35.32	$ 37.08	$ 38.91	$ 40.89
42	Budget Technician Job Developer Senior Administrative Assistant	A	$ 32.78	$ 34.40	$ 36.11	$ 37.89	$ 39.79
		B	$ 34.43	$ 36.17	$ 37.96	$ 39.85	$ 41.83
44	Research Analyst	A	$ 34.40	$ 36.11	$ 37.89	$ 39.79	$ 41.79
		B	$ 36.17	$ 37.96	$ 39.88	$ 41.83	$ 43.94
50	Career Navigator Educational Data Analyst Purchasing Agent Senior Accountant	A	$ 39.79	$ 41.79	$ 43.90	$ 46.08	$ 48.39
		B	$ 41.83	$ 43.94	$ 46.15	$ 48.43	$ 50.91

A Hourly rate for employee hired before 07/01/13 (Employer pays PERS)
B Hourly rate for employee hired after 07/01/13 (Employee pays PERS)

Fringe Benefits for above positions - up to $10,973 annually

1) Fully paid $50,000 life insurance coverage for covered positions.
2) District - paid dental plan for covered employees and dependents.
3) Vision plan offered to employees.
4) District contribution toward elected health plan - amount to be determined from the balance and the total cost of 1 & 2 above.

Longevity

After 6 years of service, 4% of annual salary
After 8 years of service, 4.5% of annual salary
After 10 years of service, 5% of annual salary
After 12 years of service, 5.5% of annual salary
After 14 years of service, 6% of annual salary
After 16 years of service, 6.5% of annual salary
After 18 years of service, 7% of annual salary
After 20 years of service, 7.5% of annual salary
After 22 years of service, 8% of annual salary
After 24 years of service, 8.5% of annual salary
After 26 years of service, 9% of annual salary
After 28 years of service, 10% of annual salary
After 30 years of service, 11% of annual salary

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: June 20, 2024

RE: Adoption of 2024-25 Proposed Budget

BACKGROUND:

At the June 6, 2024 Board Meeting, the District held a public hearing on the budget to be adopted for the subsequent fiscal year to solicit the recommendations and commends of members of the public regarding the specific actions and expenditures proposed to be included in the Local Control Accountability Plan (LCAP). Information on the preliminary budget for 2024-25 was provided during the meeting.

On June 20, 2024, staff is bringing the 2024-25 Budget to the Board for adoption. Staff has updated the budget based on the most recent information available, and it meets the criteria for the single budget adoption cycle and complies with the legal requirements to submit to the Board for approval. The District must adopt the budget for fiscal year 2024-25 by June 30, 2024.

Multi-Year Projection:

Districts are required to prepare a multi-year budget projection during the Adopted Budget to determine if the school district will be able to meet its financial commitments for the current year and the two projected out-years, 2025-26 and 2026-27. The assumptions used and the ending fund balance for these two years were included in the presentation.

Based on these assumptions, the District will be able to meet its financial commitments for 2024-25 and the two succeeding years. However, the District needs to address its on-going deficit spending to avoid fiscal distress in the future should additional revenues not materialize in the current or future years.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees adopt the 2024-25 District Budget and the Multi-Year Projections for 2025-26 and 2026-27 as presented.

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: June 20, 2024

RE: Adoption of Education Protection Account Resolution #24-39

BACKGROUND:

On November 6, 2012, the voters passed Proposition 30 which added Article XIII, Section 36 to the California Constitution. The provisions of this article create in the state an Education Protection Account (EPA) to receive and disburse the revenues derived from these additional taxes. Before June 30th of each year, the State Director of Finance shall estimate the total amount of revenues that will be available for transfer into the EPA. As a result of this transfer, all monies in the EPA are appropriated to educational agencies (Districts, COE's CCD's and Charters). These funds are unrestricted but must not be used for salaries or benefits of administrators or for administrative costs. The plan approved by the Board must be published on the agency's website and the expenditures will be audited for compliance with the plan during the annual financial audit. On November 8, 2016, voters approved Prop 55, extending tax rates instituted by Proposition 30 through 2030.

FISCAL IMPLICATIONS:

The District estimates it will receive approximately $1,476,990 in Prop 55 - EPA funds for fiscal year 2024-25.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees adopt Resolution #24-39, Proposition 55 – Education Protection Account Funds as presented.

South San Francisco Unified School District
Fund 01, Resource 1400 - Education Protection Account
Fiscal Year 2024-25

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Education Protection Account Entitlement	**8012**	**1,476,990.00**
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	0.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		0.00
Guidance and Counseling Services	3110	1,476,990.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		**1,476,990.00**
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		**0.00**

EDUCATION PROTECTION ACCOUNT
RESOLUTION # 24-39

WHEREAS, the voters approved Proposition 30 on November 6, 2012 and Proposition 55 on November 8, 2016;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012 (sum setting 12/31/17), and Proposition 55 Article XIII, Section 36 to the California Constitution effective November 8, 2016 (commencing 01/01/2018);

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

WHEREAS, voters approved Prop 55 on November 8, 2016, extending the tax rates of Prop 30 until the year 2030.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of the South San Francisco Unified School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the South San Francisco Unified School District has determined to spend the monies received from the Education Protection Act as attached.

REGULARLY PASSED AND ADOPTED this 20th day of June 2024.

AYES In Favor of Resolution	NOES Against Resolution
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ATTEST:

_____
Clerk/Secretary of the Board

_____
Superintendent of Schools

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: June 20, 2024

RE: Approval of Award to Repair Retaining Wall on Chestnut Avenue off Parkway Heights Middle School

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BACKGROUND:

The retaining wall at the border of Chestnut Avenue has experienced weathering and deterioration over the years. Almost every other column seems to be distressed with spalling concrete and exposed re-bars. The City of South San Francisco Department of Public Works (DPW) initially alerted the District on this issue. The District retained a California registered structural engineer to assess the condition of the wall, and although there were no major concerns for the immediate term, the recommendation put forth was to make the repair before the concrete reinforcement steel is impacted and pose a safety concern in the years ahead.

The District conducted a public bid process for this project. Bids were opened on June 7, 2024. Two Contractors submitted bids as follows:

- Zone 4 Construction, Inc. $ 329,049.00
- R&S Construction Management Inc. $ 267,000.00

The lowest responsive, responsible bidder is R&S Construction Inc. at two hundred sixty-seven thousand dollars ($267,000.00).

FISCAL IMPLICATIONS:

By this action **$267,000** will be paid from Fund 40 (Facilities Fund).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract to the lowest responsive, responsible bidder, R & S Construction, for the retaining wall repair on Chestnut Avenue off Parkway Heights MS, in the amount of $267,000.

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

William Savidge - Facilities Management Consultant

DATE: June 20, 2024

RE: Approval of Change Order #3 for the Contract with E.F. Brett and Company for the Heating Ventilating and Air Conditioning (HVAC) Project Package B, Project #16-23

BACKGROUND:

After a public bid process, the Board awarded a contract for the HVAC Package B Project to E.F. Brett and Company on June 22, 2023. The HVAC Project Package B is currently under construction. Work is underway for the replacement and upgrade of Heating Ventilating and Air Conditioning ("HVAC") systems at Hillside Pre-School Classroom Wing, Parkway Heights MS Administration Wing, Spruce ES Gymnasium, and Martin ES Multi-Purpose Building/Administration Building/Classroom Wing A. There have been ongoing changes to the work as demolition has uncovered unforeseen conditions. The Board has previously approved two change orders on the project.

Change Order #3 includes work at multiple sites. At the Martin Multi-Purpose Building there are significant issues with water intrusion which continue to impact the installation of the new HVAC system. The existing concrete return air plenum is installed below grade and filling with water. This presents a health hazard which needs resolution. The proposed change order #3 provides for a completely new ducted return air system, installation of drains in the old concrete system, and installation of new waterproofing on the walls of the mechanical room. At Hillside there are a number of changes to work reflecting unforeseen conditions including revisions to required framing for new outside air intakes, relocation of HVAC closets, relocation of conduits, and impacts to routing of condensate lines.

The total Change Order #3 cost of $152,193. The total of change orders #1-#3 is $405,356. This total is 8.33% of the original contract amount of $4,864,000.

FISCAL IMPLICATIONS:

By this action: **$152,193** will be paid from Facilities Fund 40.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve Change Order #3 to the to the contract with E.F. Brett and Company for the HVAC Project Package B, Project #16-23, in the amount of $152,193.

DOCUMENT 00 63 63

CHANGE ORDER FORM

South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

CHANGE ORDER NO.:
003

CHANGE ORDER

Project: HVAC Package B Projects
Bid No.: #16-23

Date: 06/10/2024
DSA File No.: 41-28
DSA Appl. No.: Martin 01-120510, Spruce - 01-120512, Hillside

The following parties agree to the terms of this Change Order:

Owner:
South San Francisco Unified School District
398 B Street
South San Francisco, CA 94080

Contractor:
EF Brett & Company, Inc.
1435 Technology Lane, Suite B1, Petaluma, CA 94954

Architect:
HIBSER YAMAUCHI Architects, Inc. (HY+A)

Project Inspector:
Construction Inspection Services (CIS Inc.)
243 Arroyo Dr.
Pacifica, CA 94044

Reference	Description	Cost	Days Ext. Req.
PCO: #023 Requested by: EF Brett Performed by: Trahan. Reason: Unforeseen Cond.	**Martin:** Trahan Materials & Labor per RFI#59 - Condensate Drain and Intake for FG-1	$ 8,269.00	3
PCO: #024 Requested by: EF Brett Performed by: Trahan Reason: Drawing coordination	**Hillside:** Trahan Materials & Labor per RFI#45.1 & RFI#65 (Trahan PCO#1 Hillside) - Relocation of Furnace Closets Rm B6 & B7	$ 12,847.00	6
PCO: #025 Requested by: EF Brett Performed by: Trahan Reason: Drawing coordination	**Hillside:** Trahan Materials & Labor per RFI#77 Hillside Condensate adds (Trahan PCO#6) - Added Condensate pump, controls, & insulation	$ 5,129.00	6
PCO: #026 Requested by: SSF USD Performed by: PPS Reason: Unforeseen Condition	**Hillside:** PPS Labor per FI#67 & PPS Tag #9216 attached - Removal & relocation of (3) existing conduits in path of new HVAC duct -	$ 3,307.00	6
PCO: #027 Requested by: EF Brett Performed by: EF Brett Reason: Drawing coordination	**Hillside:** EFB Labor & Materials per RFI#73 - Attic Duct Framing response **Scope:** *to demo (3) added walls, frame & Install (5) Structural headers not shown in plans. Install per typical code installation), Re-install shear plywood.*	$ 13,063.00	6
PCO: #028 Requested by: SSF USD Performed by: EF Brett Reason: Unforeseen Waterproofing	**Martin:** EFB Labor & Materials CCD-004 – Per RFI #038.1 1) *EFB Credit Labor & Materials base contract less waterproofing RFI#38.1* 2) *Rainbow Waterproofing* 3) *Trahan PCO#4 per CCD-004*	$ 109,578.00	2

Contract time will be adjusted as follows: Previous Completion Date: August 1,2024 [0] Calendar Days Extension (zero unless otherwise indicated) Current Completion Date: August 1,2024	Original Contract Amount:	$ 4,864,000
	Amount of Previously Approved Change Order(s): ***COs #001 & #002***	$ 253,163.00
	Amount of this Change Order:	**$ 152,193.00**
	Contract Amount:	$ 5,269,356.00

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:	
_____	_____	Ian Burns Digitally signed by Ian Burns DN: C=US, E=ianb@efbrett.com, O=EF Brett, CN=Ian Burns Date: 2024.06.10 08:11:38-07'00'	6/10/24
[Name]	Date	[Name]	Date
Architect:		Project Inspector:	
Michael Ashor	6/10/24	_____	_____
[Name]	Date	[Name]	Date

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Reviewed by **Cumming**

Babatunde J. Olayomi

06/10/2024

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

Lori Shelton, Director of Bond Program

DATE: June 20, 2024

RE: Approval of Amendment #1 to the Agreement for Professional Services with Kathleen Moore & Associates for Development of the Educational Specifications for the Measure T Bond Program

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BACKGROUND:

As shared in the September 7, 2023 Measure T Bond Program Implementation Update to the Board, staff mentioned the importance of educational specifications. As part of the bond implementation process, educational specifications must be developed.

Educational specifications are interrelated statements that communicate (or specify) to the architect, the public, and other interested parties what educators believe is required of a proposed educational facility to support a specific educational program. Educational specifications serve as the link between the educational program and the school facilities. They translate the physical requirements of the educational program into words and enable the architect to visualize the educational activity to be conducted so that the architectural concepts and the solutions support the stated educational program. Educational specifications becomes the vehicle the architect uses to translate the curriculum and the instructional program into a beautiful, economical, and functional educational environment that can help shape the way our communities enter into the next century and influence the quality of life in our neighborhoods thereafter. Staff have selected Kathleen Moore and Associates to assist the District with educational specifications based on their experience and outstanding work they have done for other school districts. This process can take between six months to a year.

Amendment #1 includes additional services needed due to changes in the structure of the meetings in order to obtain the needed input from various

stakeholders as well as facilitate and write additional educational specifications needed for the District.

FISCAL IMPLICATIONS:

By this action $60,000 will be paid from the Measure T Bond (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve Amendment #1 to the agreement with Kathleen Moore and Associates for development of the educational specifications for the Measure T Bond Program, in the amount of $60,000.

Kathleen Moore & Associates
School Facility Consulting

Amendment #1
Independent Consultant Agreement for
Professional Services dated September 25, 2023
Between Kathleen Moore & Associates and South San Francisco Unified School District

Exhibit A is hereby amended to include the following additional services:

1. Extension of contract time period from June 30, 2023, to October 30, 2024, due to delays beyond the control of Consultant.

2. Change in Educational Specification Advisory committee meeting structure (item number 4 or original Exhibit A) to a series of work plans including elementary principal meetings, middle school subject matter expert meetings, separate high school subject matter expert meetings, District-wide subject matter expert meetings, student vision meetings, and architect/landscape architect meetings.

3. Add the following tasks:
    a. Facilitate and write additional Educational Specifications, including Districtwide Instructional Technology, Middle School (MS) Wellness Centers, MS Special Services (Special Education), MS Outdoor Learning, MS CTE, High School (HS) Libraries, HS Wellness Centers, HS Special Services, HS Student Voice and All-Access Restroom option.
    b. Additional district reviews.

Agreement is hereby amended as follows:

1. Increase not to exceed compensation by $60,000 thereby increasing total compensation from $185,000 to $245,000 billed at $200 hourly rate on a monthly basis.

Kathleen J. Moore
Kathleen Moore and Associates

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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: June 20, 2024

RE: Approval of Delegation of Authority to the Superintendent or Designee to Award a Contract for Construction of Alta Loma MS MUR Audio Video System

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BACKGROUND:

Alta Loma MS has a robust program of performing arts that students to participate in. This middle school does not have a gym, so some of the indoor sports are also held in their multi-use room. The interior surfaces of the multi-use room are not conducive to the variety of performances held at this facility, and this results in very poor acoustic quality during presentation performances.

The District retained the services of DSK Architects to redesign the interior and provide an audio-visual (AV) system that would improve the hosting of various activities in that room. The District is currently hosting a public bid for the project, and the results will not be known prior to June 17, 2024 at 3:00 p.m. This occurs after the cut-off date and time for an agenda to be brought forth for consideration by the Board at the June 20, 2024 Board meeting.

To ensure the construction work is completed over the Summer, staff recommends that, pursuant to Education Code section 17604, the Board approve a delegation of authority to the superintendent or designee to award the contract to the lowest responsive, responsible bidder. The awarded contract will be brought to the July 2024 Board meeting for ratification.

FISCAL IMPLICATIONS:

Not known at this time. Estimated cost is between $170,000 to $200,000 and paid by Fund 40.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees delegate authority to the superintendent or designee to award a contract for construction on the Alta Loma MS MUR AV system to the lowest responsive, responsible bidder in an amount between $170,000 to $200,000.