

San Ysidro School District Governing Board

AGENDA

Thursday
February 8, 2018
5:00 p.m.

WELCOME

Welcome to the meeting of the San Ysidro School District Governing Board. As a courtesy to others, we ask that you turn the volume off on your cell phones and put them on vibrate during the Board meeting. Your cooperation is appreciated.

Sunset School
Auditorium
3825 Sunset Lane
San Ysidro

SAN YSIDRO SCHOOL DISTRICT
4350 Otay Mesa Road San Ysidro, CA 92173
Phone Number: (619) 428-4476 Fax Number: (619) 428-1505

ORGANIZATIONAL MEETING OF THE GOVERNING BOARD
THURSDAY, DECEMBER 14, 2017
5:00 p.m.

Pursuant to Government Code Section 54954 and 54954.2 and Education Code Section 35143, the Organizational Meeting of the Governing Board was held on Thursday, December 14, 2017, at 5:00 p.m. and conducted its business meeting at the **Multicultural Complex, 4345 Otay Mesa Road, San Ysidro, CA 92173.**

MINUTES

1. CALL TO ORDER Who: President Pallasigue Time: 5:00 p.m.

2. ROLL CALL by Mary L. Willis, Ed.D., Interim Superintendent

Mrs. Rosaleah Pallasigue, Member

Mrs. Irene Lopez, Member

Mr. Marcos A. Diaz, Member

Mr. Rodolfo Linares, Member

Mr. Antonio Martinez, Member

3. PUBLIC COMMENTS/COMMUNICATIONS ON BOARD ORGANIZATION

None at this time.

PLEASE SUBMIT PUBLIC COMMENT FORMS PRIOR TO START OF MEETING

Per Board Policy #9323, three (3) minutes may be allotted to each speaker and five (5) minutes for organizations to address **all of their items.** If translation services are required, please state that, and an additional one (1) minute will be allotted. **Approach the lectern and give your name and address.**

The public has the opportunity to address the Board on any item appearing on the agenda or not on the agenda. Persons wishing to address the Board are asked to fill out a **Public Comment Form** located at the sign-in area, and submit the completed form to the administrative assistant prior to start of meeting.

Those who have a group concern are encouraged to select a spokesperson to address the Board. A copy of the full agenda is available for view at the Superintendent's Office located at 4350 Otay Mesa Road, San Ysidro, California.

Also, at the district website: www.sysdschools.org

The Governing Board temporarily relinquished chairmanship of the meeting to the Interim Superintendent until the Board elected its President.

4. ANNUAL BOARD ORGANIZATION

A. ELECTION OF BOARD PRESIDENT

The Board elected Rosaleah Pallasigue, Board President.

The vote was as follows:

Member Linares nominated Rosaleah Pallasigue, seconded by Member Diaz.

Motion: Linares Second: Diaz Vote: Unanimous

B. ELECTION OF BOARD VICE-PRESIDENT

The Board elected Irene Lopez, Vice-President.

The vote was as follows:

Member Martinez nominated Irene Lopez, seconded by President Pallasigue.
Member Linares nominated Marcos A. Diaz

Marcos A. Diaz by Rodolfo Linares
Marcos A. Diaz by Marcos A. Diaz
Irene Lopez by Antonio Martinez
Irene Lopez by Rosaleah Pallasigue
Irene Lopez by Irene Lopez

Motion: Martinez Second: Pallasigue Vote: 3 Lopez - 2 Diaz

C. ELECTION OF BOARD CLERK

The Board elected Marcos A. Diaz, Board Clerk. The vote was as follows:

Member Martinez nominated Marcos A. Diaz, seconded by Vice-President Lopez
Member Linares nominated Antonio Martinez, seconded by President Pallasigue

Marcos A. Diaz by Rodolfo Linares
Marcos A. Diaz by Marcos A. Diaz
Marcos A. Diaz by Antonio Martinez
Antonio Martinez by Rosaleah Pallasigue
Antonio Martinez by Irene Lopez

Motion: Martinez Second: Lopez Vote: 3 Diaz – 2 Martinez

D. APPOINTMENT OF BOARD SECRETARY

The Board appointed Mary L. Willis, Ed.D., Board Secretary.

Motion: Martinez Second: Pallasigue Vote: Unanimous

5. PUBLIC COMMENT/COMMUNICATIONS ON CLOSED SESSION ITEMS

None at this time.

Member Martinez made a motion to recess to Closed Session, seconded by Vice-President Lopez. The vote was unanimous.

6. GOVERNING BOARD – RECESSED to CLOSED SESSION at 5:18 p.m. in accordance with section 54954.5 regarding:

6.1 GOVERNMENT CODE SECTION 54957

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT

6.2 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

Case: San Diegans for Open Government vs Fonseca and Ward

Case Number: 37-2017-00007369-CU-MC-CTL

6.3 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

Case: San Diegans for Open Government vs Fonseca and SYSD

Case Number: 37-2017-00034740-CU-MC-CTL

6.4 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

Case: San Diegans for Open Government vs San Ysidro School District

Case Number: 37-2017-00020268-CU-MC-CTL

6.5 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)

Case: San Ysidro School District v Manuel Paul

Case Number: 37-2015-00003840-CU-NO-CTL

6.6 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/SIGNIFICANT EXPOSURE TO LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)

Case(s)/Claim(s): 4

RECONVENED into OPEN SESSION at 6:07 p.m. to take action on items discussed in closed session, or to make disclosures of action taken in closed session, if any, as required by Government Code section 54957.7 and section 54957.1.

The Board took the following action in Closed Session.

- 1) Item 6.4 – By a 5-0 vote, the Board approved a release and settlement agreement for San Diegans for Open Government vs. San Ysidro School District Case Number 00020268-CU-MC-CTL Claim No. 541723 dated November 19, 2017.

- 2) Item 6.6 – The Board voted 5-0 to authorize legal counsel to initiate litigation, by means of writ of injunction, against a former employee of the District. In order not to jeopardize service of process on the adverse party(s), as the case has not yet been filed, the identity of the defendant(s) and other particulars will not be disclosed at this time. Once the claim has been formally filed and commenced, the identity of the defendant(s), the underlying claims, and other specifics will be disclosed to any person upon inquiry.

7. CALL TO ORDER Who: President Pallasigue Time: 6:07 p.m.

8. ROLL CALL by Mary L. Willis, Ed.D, Interim Superintendent & Secretary to the Board

- Mrs. Rosaleah Pallasigue, President
- Mrs. Irene Lopez, Vice-President
- Mr. Marcos A. Diaz, Clerk
- Mr. Rodolfo Linares, Member
- Mr. Antonio Martinez, Member

9. FLAG SALUTE by Mary L. Willis, Ed.D., Interim Superintendent & Secretary to the Board

10. CONFERENCE SESSION

Reports/Presentations

- 10.1** Solar Panel Project Update – Art Castanares
- 10.2** First Interim Report – Peter Wong
- 10.3** Local Indicators – Manuela Colom

11. PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS – Moved up to follow

10.1 Reports/Presentations

Carmen Ordoñez, Parent, Commented: 1) She is here because of incidents that have happened with her son at Smythe School. 2) The District, School Board, and Administrators at Smythe School have failed her son for twenty-six months. She sees this as a culture to cover up for each other. 3) She filed a police report because her son has been assaulted twice within a month by the same child resulting in doctor visits. It’s now a misdemeanor, assault and battery case. 4) The police officer said that this was ridiculous and sad that police had to get involved. 5) Smythe School is out of control due to bullying and gossip. Employees are kept from doing their jobs and the Administrator doesn’t want the truth to come out. 6) Enough is enough. Her son feels confused, betrayed and was victimized. The Titan Report reflects that the District doesn’t protect the student and parents’ rights.

Marianna Saponara, Retired Administrator, Commented: 1) Thanked Dr. Willis for speaking and meeting with her. 2) The community feels betrayed. Bullying is rampant in the District. Children and parents’ rights have been violated. 3) Parents want the first draft of the Titan Report to prove that interviewees lied. They want a uniform discipline policy, staff to be professional and sensitive, and Administrators to do their jobs of keeping children safe. 4) She will be speaking with Dr. Willis every week to share community concerns.

Olga Espinoza, Parent, Commented: 1) She met with Dr. Willis to discuss her son's case and expressed disappointment with the meeting results. She requested a second meeting and was told to speak with HR which she doesn't trust. 2) The Titan Report is filled with lies, cover ups and bad comments about her and her son by Smythe personnel. 3) She feels disrespected and her son's bullying problem continues with no solution. 4) She's been in an out of the hospital, SYSD got her sick. 5) Dr. Willis told her to let it go. 6) Her son needs an apology from everyone for ignoring his case. 7) Childrens' safety should be a priority. 8) She hasn't received follow up phone calls, but there's been threatening calls and retaliation towards her for speaking on behalf of her son. Blames the District for the problems she is now having in her life.

Holden Robins, Parent/Volunteer, Commented: 1) Thanked the Board for their service. 2) Asked for the Board's support in bringing back the San Ysidro Education Vanguard Foundation. 3) He is a parent volunteer and has been on School Site Councils and the Chair of DEPAC. 4) The YMCA and Vanguard Foundation were removed by the previous Administration. The Vanguard Foundation brought a lot of resources to our District and didn't ask for anything in return. 5) He has a background in computer engineering and is interested in seeing STEM related programs. Project Lead the Way is great, but having more after school programs would be nice. 6) He would be happy to volunteer and teach kids programming and robotics type things. 7) Asked the Board if they could give Principals the approval to let the Vanguard Foundation back in to our schools.

At this time, the Board continued with Reports/Presentations Item 10.2.

12. ITEMS FROM THE BOARD & INTERIM SUPERINTENDENT

Vice-President Lopez, Commented: 1) Robert Colgrove, former SYSD Superintendent for many years, passed away. He did a lot for San Ysidro, cared for our kids and was well respected within the community. 2) Congratulated Dr. Tapia who received his doctorate degree. 3) She attended the Smythe School Christmas program. It was a beautiful program, but the cafeteria was too small for the event. 4) She wasn't able to attend the Willow Christmas Program, but parents said it was a beautiful program and enjoyed it. 5) She arrived too late for the SYMS Program, but will be visiting the school. 6) Congratulated Silvia Mayer, for being a Google teacher and for bringing our kids that opportunity. 7) She is a member of the San Ysidro Women's Club because of Joyce Hetitch, who was a teacher that passed away at the age of one hundred and four. She attended the San Ysidro Women's Club Teddy Bear Event at SYMS, but backstage lighting was not working. It's important for the kids to have lighting for their performances. Would like something done about that. 8) Wished everyone a Merry Christmas and Happy New Year.

President Pallasigue, Commented: 1) Thanked Mr. Carrillo for hosting the meeting. 2) Asked Dr. Willis to work with maintenance to fix the deteriorated partition doors at SYMS. 3) Asked the previous Superintendent for a restorative justice plan involving the Board, to bring in mentorship programs such as Girls' Inc., Boy Scouts of America, Big Brothers of America and the Boys & Girls Club. 4) It's a shame we have recurring incidents and ultimately, it's the Board's responsibility to make sure all of our kids are safe. Her daughter was bullied and it was hard for her. 5) She asked Dr. Willis to review electives. 6) She agrees with Mr. Martinez about an independent forensic audit and asked Dr. Willis and Mr. Wong to provide guidance. 7) Asked Dr. Willis to schedule a Board Governance Retreat for January 2018. Hopes the Board can learn how to work better together and create a better environment for the kids. 8) Teachers expressed concerns about an expensive Superintendent Search. Asked Dr. Willis for help in that. 9) Wished everyone a Merry Christmas and Happy New Year.

Clerk Diaz, Commented: 1) Thanked everyone for attending the Board meeting. 2) Thanked the Board members for another year. 3) At some point, we've all been asked to step aside. That's when we go through the process of questioning ourselves about the decisions we made, and you move on because you realize that you made the decision in good conscious. Thanked the Board for doing what they do. 4) He looks forward to another year. 5) Thanked his wife and children for supporting him as a Board member. 6) Requested a meeting with Dr. Willis regarding noon supervisors' authority to give students consequences. 7) The Bullying Policy might not be working. We have two parents that spoke out.

8) The Willow School screen needs repair, SYMS stage needs lighting, and doors need repairing. He would like someone to go to the schools and do a maintenance check on the stages to ensure everything is working properly. 9) He feels that as a culture, we sometimes blame others and not our own shortcomings. People are not taking responsibility for their own actions. If we focus on something, we can accomplish and achieve anything. This is true for everyone and our kids. We need to reinforce this to our kids. 10) Wished everyone a Merry Christmas and Happy New Year.

Member Linares, Commented: 1) Thanked Mr. Carrillo for hosting the Board meeting. 2) Expressed concerns regarding the District where his son spent nine years of his fifteen years of life. After the 12 million dollar judgment against the District, he desired to do something about it with the help of the teachers' union. Classified did not support him. Prosperity and confidence was restored. 3) In 2016, the new administration and a Board member started to persuade and manipulate other Board members and unions to join them in a cover-up of fraud and abuse of power. It took over a year to uncover the administrator's ill-gotten gains at the expense of the District's students despite his discoveries to Board members and union leaders. A union leader stated; "as long as Julio Fonseca does not take money from my bank account, it's ok with me." 4) After the administrators resigned and the perks and goodies were gone, certificated and classified employees and the unions turned against him because the benefactors were caught stealing from students' money. 5) He knows they were instigated by a Board member and union representatives to demonstrate and intimidate parents and community members at Board meetings. Their actions are a crime and a violation of their first amendment freedom of speech right. Asked if this is the kind of people educating our students. 6) Urged the Board to get involved with the general budget and schools' budget. Some schools don't have access to their budget or may not have a real budget. 7) We were informed that the previous administration overstated ADA in 2015-2016 and received \$2.6 million more than what we should have. It's probable that new employees were hired and positions created that didn't exist. If that's the case, we have to pay back the money and still have the obligation and expenses for new employees and positions. The same mistake was made the following year and will take a chunk of the reserves we have. 8) Urged the Board to be more vigilant of the financial status of the District and bring expenditures under control. 9) There are other areas of concern; CalSTRS and CalPERS pension plans, Special Education encroachment, schools out of control, discipline issues, and school administrators out of control. 10) Wished everyone a "Feliz Navidad."

Member Martinez, Commented: 1) Thanked Mr. Carrillo for hosting the Board meeting. 2) Congratulated Mrs. Pallasigüe, Mrs. Lopez and Mr. Diaz for taking on the challenge of being President, Vice-President and Clerk. 3) Thanked Zenaida Rosario and Veronica Medina for their hard work. 4) Asked Dr. Willis to provide viable options for a Superintendent Search that is cost effective. The District needs somebody fresh, new and that doesn't have an agenda. He would like the Superintendent Search process to start as soon as possible and get the unions and community involved. 5) A forensic audit is needed and not limited to certain individuals. Wants the Board to look at everything and if there are other people involved, we root them out and use the audit as an opportunity to create a check and balance system so this never happens again. 6) The District is not participating in the competition with the Sweetwater athletic organization. Would like our kids to have the opportunity to participate in every sport possible. Asked Dr. Willis if she could look into this. 7) Acknowledged Mr. Carrillo for doing a great job with electives. 8) He would like to see more options on electives and more opportunities for kids. A lot of them might not want to go to college and want to go into a trade. We need to give them opportunities to venture into different professions. 9) He is a complete supporter of the Dual Language Program and our teachers that are Dual Language. Anyone that opposes, he will oppose them. 10) Wished everyone a Happy Holiday Season. 11) We need to be united and stand together against any bad persons that want to harm us. We will continue to move forward and we are standing together.

Interim Superintendent Willis, Commented: 1) Thanked the Board for allowing her to work with them, the community and the teachers. 2) Commented that she's enjoyed visiting the schools and meeting with parents. 3) Mentioned that she is happy to be here and will continue to work the best she can.

13. GENERAL ADMINISTRATION

13.1 MINUTES

The Board approved the minutes of the Regular Board meetings of October 12, 2017 and September 14, 2017.

Motion: Martinez Second: Pallasigue Vote: Unanimous

13.2 DATE, TIME AND PLACE OF GOVERNING BOARD MEETINGS

The Board approved the Regular Governing Board meetings from January through December 2018, to be held on the second Thursday of each month (except for January due to the holidays and non-working days) at 5:00 p.m., at the District Office and at each school at least once a year.

Motion: Diaz Second: Martinez Vote: Unanimous

13.3 INTERIM CHIEF BUSINESS OFFICIAL (CBO) EMPLOYMENT CONTRACT

The Board approved/ratified employment of the Interim Chief Business Official (CBO), Peter Wong, and employment contract, effective November 13, 2017.

Motion: Diaz Second: Lopez Vote: Unanimous

13.4 2018 CSBA DELEGATE ASSEMBLY NOMINATIONS

The Board nominated, in accordance with CSBA Bylaws, the following Board members in Region 17 as candidates for election to the CSBA Delegate Assembly 2018-2020: Eduardo Reyes (Chula Vista ESD), Elvia Aguilar (South Bay USD), Barbara Avalos (National SD), and Brian Clapper (National SD).

Motion: Pallasigue Second: Lopez Vote: Unanimous

13.5 FIRST INTERIM FINANCIAL REPORT FOR 2017-18

The Board approved 2017-18 First Interim Financial Report.

Motion: Pallasigue Second: Diaz Vote: Unanimous

13.6 OPEN PUBLIC HEARING FOR ANNUAL & FIVE YEAR DEVELOPER FEES REPORTS

The Board Opened Public Hearing for the Annual and Five Year Developer Fees Reports for fiscal years 2014-15, 2015-16 and 2016-17.

Motion: Diaz Second: Lopez Vote: Unanimous

There were no public comments regarding the Annual & Five Year Developer Fees Report.

13.7 CLOSE PUBLIC HEARING FOR ANNUAL & FIVE YEAR DEVELOPER FEES REPORTS

The Board Closed Public Hearing for the Annual and Five Year Developer Fees Reports for fiscal years 2014-15, 2015-16 and 2016-17.

Motion: Martinez Second: Lopez Vote: Unanimous

13.8 ANNUAL & FIVE YEAR DEVELOPER FEES REPORTS

The Board approved the Annual Reports for fiscal years 2014/15 and 2015/16 and the Annual and Five Year Report for fiscal year 2016-17 in compliance with Government Code Sections 66006 and 66001.

Motion: Diaz Second: Pallasigue Vote: Unanimous

13.9 RESOLUTION NO. 17/18-3108 DESIGNATING AUTHORIZED AGENTS TO SIGN SCHOOL ORDERS (COMMERCIAL WARRANTS)

The Board approved Resolution No. 17/18-3108 removing Mr. Sanchez Macias and adding Dr. Mary L. Willis, Interim Superintendent, Mr. Peter Wong, Interim Chief Business Official, and Ms. Laura Caballero, Controller to be the authorized agents to sign school orders (commercial warrants) effective December 15, 2017.

Motion: Martinez Second: Lopez Vote: Unanimous

13.10 RESOLUTION NO. 17/18-3109 AUTHORIZING AGENT TO SIGN PAYMENT ORDERS

The Board approve/ratified Resolution No. 17/18-3109 removing Mr. Sanchez Macias and adding Dr. Mary L. Willis, Interim Superintendent, Mr. Peter Wong, Interim Chief Business Official, and Ms. Laura Caballero, Controller to be an authorized agents to sign payment orders effective December 15, 2017.

Motion: Martinez Second: Diaz Vote: Unanimous

13.11 RESOLUTION NO. 17/18-3110 AUTHORIZING REPLACEMENT OF WARRANTS

The Board approved/ratified Resolution No. 17/18-3110 removing Mr. Sanchez Macias and adding Dr. Mary L. Willis, Interim Superintendent, Mr. Peter Wong, Interim Chief Business Official, and Ms. Laura Caballero, Controller to be the authorized agents to reissue new payroll and commercial warrants effective December 15, 2017.

Motion: Diaz Second: Lopez Vote: Unanimous

13.12 RESOLUTION NO. 17/18-3111 AUTHORIZING AGENTS TO SIGN BANK ACCOUNT CHECKS AND SCHOOL ORDERS FOR FISCAL YEAR 2017-18

The Board approved/ratified Resolution No. 17/18-3111 establishing a new Purchase Card Account, Closing School Revolving Accounts and removing Mr. Sanchez Macias and adding Dr. Mary L. Willis, Interim Superintendent, Mr. Peter Wong, Interim Chief Business Official, and Ms. Laura Caballero, Controller to be the authorized agents to sign bank account checks and school orders effective December 15, 2017.

Motion: Pallasigue Second: Lopez Vote: Unanimous

13.13 RESOLUTION NO. 17/18-3112 DESIGNATING AUTHORIZED DISTRICT REPRESENTATIVES AND SIGNATORIES WITH THE STATE ALLOCATION BOARD, OFFICE OF PUBLIC SCHOOL CONSTRUCTION

The Board approved Resolution No. 17/18-3112, designating Mary L. Willis, Ed.D., Interim Superintendent and Mr. Peter Wong, Interim Chief Business Official as the authorized representatives to the State Allocation Board, Office of Public School Construction effective December 15, 2017.

Motion: Pallasigue Second: Diaz Vote: Unanimous

Member Martinez made a motion to recess at 8:47 p.m. seconded by Clerk Diaz. The vote was unanimous.
The Board reconvened at 9:00 p.m.

ROLL CALL by Rosaleah Pallasigue, Board President

- Mrs. Rosaleah Pallasigue, President
- Mrs. Irene Lopez, Vice-President
- Mr. Marcos A. Diaz, Clerk
- Mr. Rodolfo Linares, Member
- Mr. Antonio Martinez, Member

13.14 RESOLUTION NO. 17/18-3113 AUTHORIZING AWARD OF A CONTRACT WITHOUT COMPETITIVE BIDDING

The Board approved/ratified and adopted Resolution No. 17/18-3113 authorizing award of a contract without competitive bidding to C&M Relocation Systems for the Reconfiguration and Relocation Project for an amount of \$209,645.00; which amount may be adjusted should additional work be required.

Motion: Pallasigue Second: Diaz Vote: Unanimous

13.15 VISTA DEL MAR MIDDLE SCHOOL’S NEW LOGO

The Board approved “Sharks” as the new school logo for Vista Del Mar Middle School as selected by the Associated Student Body.

Motion: Martinez Second: Lopez Vote: Unanimous

13.16 RESOLUTION 17/18-0004

The Board approved the adoption of Resolution No. 17/18-0004 authorizing assignment of Mr. Mark Walters to a single-subject class under Education Code section 44256(b).

Motion: Pallasigue Second: Lopez Vote: Unanimous

14. CONSENT CALENDAR

The Board approved the Consent Calendar with the following changes:

1. Pulled Consent Calendar Items 14B.7, 14B.8, 14B.13, 14.E.1, 14E.2, and 14E.3 for discussion and to be voted on separately.

Motion: Pallasigue Second: Martinez Vote: Unanimous

14A. CURRICULUM & INSTRUCTION

14A.1 TOYS FOR TOTS AT THE SAN YSIDRO SCHOOL DISTRICT’S OFFICE

The Board approved to host the Toys for Tots event at the San Ysidro School District’s Office on Wednesday, December 20, 2017 at no cost to the District.

14A.2 FIELD TRIP TO HOLIDAY BOWL AND TOY GIVEAWAY

The Board approved the field trip and participation of eighty students from the San Ysidro Middle and Vista Del Mar Middle Schools, and one District chaperone to the Kearny Middle School and the Holiday Bowl and Toy Giveaway on December 21, 2017 at a cost not to exceed \$800.00 for bus transportation from the general fund.

14A.3 THE URBAN SPECIAL EDUCATION LEADERSHIP COLLABORATIVE (ANNUAL RENEWAL MEMBERSHIP)

The Board approved the Urban Special Education Leadership Collaborative Annual Renewal membership enrollment for San Ysidro School District at a cost not to exceed \$2,600.00 for school year 2017- 2018 from the Special Education fund.

14A.4 LOVE THY NEIGHBOR HOLIDAY DINNER AT WILLOW SCHOOL

The Board approved/ratified to host the Love Thy Neighbor Holiday Dinner at Willow School on Wednesday, December 13, 2017 at no cost to the District.

14A.5 FIELD TRIP TO MEET AND GREET REY MYSTERIO

The Board approved/ratified the field trip and participation of forty students, Principal and Outreach Consultant from Vista Del Mar Middle School and our Student and Family Services Manager to the Sweetwater Harley to meet and greet Rey Mysterio on December 8, 2017 at a cost not to exceed \$400.00 for bus transportation from the general fund.

14A.6 ASSEMBLY AT VISTA DEL MAR WITH LEAD SINGER FROM SANTANA, ANDY VARGAS

The Board approved/ratified to host The Love Thy Neighbor assembly at Vista Del Mar Middle School with Andy Vargas lead singer from Santana on Thursday, December 7, 2017 at 9:00 am in the school’s auditorium at no cost to the District.

14A.7 STAFF DEVELOPMENT

The Board approved/ratified the attendance to the following workshops/trainings/events listed.

| PARTICIPANT(S) | EVENT | PLACE | FROM/TO | COST | FUNDING |
|--|---|----------------------|------------------------|-------------|----------------|
| Maria Rodriguez, Roberto Carrillo, Marlo Vasquez | Teaching Students Restorative Thinking Strategies | Chula Vista | December 8, 2017 | \$0 | No Cost |
| Marjorie Palacios | Annual American Speech Language Hearing Association (ASHA) Convention 2017 | Los Angeles | November 9-11, 2017 | \$0 | No Cost |
| Veronica Medina | 2018 National Conference on Ending Family & Youth Homelessness | Los Angeles | March 1-2, 2018 | \$1,300.00 | Title I Fund |
| Eugenia Martinez | 2018 Southern California Relief Annual Conference | Rancho Mirage, CA | January 17-19, 2018 | \$175.00 | General Fund |

| PARTICIPANT(S) | EVENT | PLACE | FROM/TO | COST | FUNDING |
|---|--|-----------------------|---------------------|-------------|----------------|
| Manuela Colom, Maria Rodriguez, Marlo Vasquez, Gloria Mena, Lupita Garcia, Vikki Viramontes, Josefina Villegas, Alexander Gacuya, Arturo Preciado, Saul Gonzalez | BEST Behavior: Building Positive Behavioral Interventions & Supports Booster | SDCOE | January 18, 2018 | \$510.00 | General Fund |
| Sylvia Mayer, Jamie Barrett | EdTechTeam Summitt | Las Vegas | January 27-28, 2018 | \$2,200.00 | Title II Funds |
| Manuela Colom, Marta Rodriguez | InterDistrict Transfer Essentials Workshop | SDCOE | January 17, 2018 | \$0 | No Cost |
| Sylvia Mayer, Jamie Barrett, Manuela Colom, Todd Lewis | Winter Institute | El Cajon | January 22, 2018 | \$0 | No Cost |
| Maria Rodriguez, Roberto Carrillo, Sylvia Mayer, Elva De Baca, Irma Hernandez, Michelle Leon, Hannah Slater, Liana Davis, Janell Wright, Jessica Johnson, David Salazar, Melissa Hasemyer, | Project Lead The Way Conference 2018 | Riverside | January 23-24, 2018 | \$10,000.00 | Title II Fund |
| Josefina Villegas | Autism Spectrum Disorders (ASD) and Applied Behavior Analysis (ABA) | South County SELPA | January 30, 2018 | \$0 | No Cost |
| Josefina Villegas | If It Isn't Written Down, It Didn't Happen workshop | South County SELPA | March 1, 2018 | \$0 | No Cost |

| PARTICIPANT(S) | EVENT | PLACE | FROM/TO | COST | FUNDING |
|------------------|--|---------------|---------------------------|------------|------------------------|
| Maria Preciado | 2018 California Association of Directors of Activities (CADA) Convention | Reno, Nevada | February 28-March 3, 2018 | \$1,000.00 | ASB Fund |
| Anita Gillchrest | 2018 California School Nurses Organization Conference | Riverside, CA | February 8-11, 2018 | \$1,600.00 | Special Education Fund |

14B. BUSINESS

14B.1 PURCHASING REPORT

The Board approved/ratified the following purchase orders incurred by the District during the period of November 2, 2017 through November 30, 2017. (Report #5):

- General Fund: 0000002600-0000002622, 00000026240000002630, 0000002633-0000002644, 0000002648-0000002671, 0000002673-0000002677, 0000002679, 0000002683, 0000002685-0000002690, 0000002693-0000002700, 0000002702-0000002714, 0000002716, 0000002718-0000002731, 0000002733-0000002738, 0000002740-0000002745, 0000002747-0000002751, 0000002753-0000002756
- Child Development Fund: 0000002647, 0000002746
- Child Nutrition Fund: 0000002678, 0000002680-0000002681, 0000002701, 0000002715, 0000002717, 0000002752
- Building Fund: 0000002672, 0000002682, 0000002691-0000002692, 0000002739
- Capital Projects Fund: 0000002684.

14B.2 EXPENDITURE REPORT

The Board approved/ratified the expenditures incurred by the District during the period of October 31, 2017 through November 29, 2017. Listing sheets #2048 through #2066. Payments were made with checks #14-326874 through #14-338467 for a total expenditure of \$1,405,945.45.

14B.3 ACCEPTANCE OF DONATIONS

The Board accepted donations with an estimated value at \$5,800.00 to help support and enrich our educational programs.

14B.4 AGREEMENT WITH MEALS PLUS EDUCATION MANAGEMENT SYSTEMS, INC.

The Board approved the service agreement with Meals Plus Education Management Systems, Inc. to host the Child Nutrition database for all school sites at a cost not to exceed \$3,600.00 per year from the cafeteria fund.

14B.5 INJURY AND ILLNESS PREVENTION PROGRAM

The Board approved the Injury and Illness Prevention Program as required by Title 8 California Code of Regulations §3203(a)(1) to be implemented in all of our District sites.

14B.6 AGREEMENT WITH SAN DIEGO CENTER FOR VISION CARE

The Board approved/ratified the agreement with San Diego Center for Vision Care to provide vision assessment and vision therapy services at a cost not to exceed \$5,000.00 from the Special Education fund.

14B.7 SAN DIEGO COUNTY NON-PUBLIC MASTER CONTRACT WITH ADVANCED MEDICAL PERSONNEL SERVICES, INC.

The Board approved/ratified the San Diego County Nonpublic Master Contract with Advanced Medical Personnel Services, Inc. for school year 2017-2018 at an estimated total cost of \$66,000.00 from the Special Education fund.

Motion: Martinez Second: Pallasigue Vote: Unanimous

14B.8 SAN DIEGO COUNTY NON-PUBLIC MASTER CONTRACT WITH ALL SOURCES RECRUITING GROUP: ARDOR HEALTH SOLUTIONS

The Board approved/ratified the San Diego County Nonpublic Master Contract with All Sources Recruiting Group: Ardor Health Solutions for school year 2017-2018 at an estimated total cost of \$62,752.00 from the Special Education fund.

Motion: Martinez Second: Pallasigue Vote: Unanimous

14B.9 CHILD AND ADULT CARE FOOD PROGRAM

The Board approved the implementation of the At-Risk Afterschool Meals Component of the Child and Adult Care Food Program scheduled to start on January 22, 2018 at eligible San Ysidro School District school sites. The cost, which is determined by the number of meals served during the afterschool program, will be reimbursed by the United States Department of Agriculture (USDA).

14B.10 AMENDMENT TO THE ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID) CENTER AGREEMENT

The Board approved the amendment to the Advancement Via Individual Determination (AVID) Center agreement to include the cost of the Summer Institute for Vista Del Mar Middle School at an additional cost of \$6,080.00 from the supplemental and concentration fund.

14B.11 COBRA ADMINISTRATIVE SERVICES AGREEMENT 2018

The Board approved the COBRA Administrative Services Agreement provided by McGregor and Associates, Inc. effective January 1, 2018 to December 31, 2018.

14B.12 MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN YSIDRO SCHOOL DISTRICT, JOINED BY 40 ADDITIONAL COUNTY DISTRICTS WITH THE SAN DIEGO COUNTY OFFICE OF EDUCATION FOR THE MITI IMPLEMENTATION PROGRAM

The Board approved/ratified the Memorandum of Understanding between the San Ysidro School District, joined by 40 additional county districts with the San Diego County Office of Education regarding the Enterprise Resource Planning System (MITI Implementation).

14B.13 MASTER SERVICE AGREEMENT WITH MISSION FEDERAL CREDIT UNION

The Board approved the Master Service Agreement with Mission Federal Credit Union to establish a Purchase Card account in the amount of \$10,000.00 and designate Mary L. Willis, Ed.D., Interim Superintendent and/or her designee as the custodian.

Motion: Pallasigue Second: Diaz Vote: Unanimous

14B.14 DISPOSAL OF OBSOLETE, OUTDATED AND/OR DAMAGED FURNITURE EQUIPMENT

The Board approved the disposal of obsolete and beyond economic repair (furniture and miscellaneous items) by means of sale as per California Ed. Code 17546(a)(b)(c).

14B.15 AMENDMENT TO THE MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT WITH PNC EQUIPMENT FINANCE, LLC

The Board approved the Amendment to the Master Equipment Lease-Purchase Agreement with PNC Equipment Finance, LLC to restructure the term of the agreement to 10 years. The restructured financed amount (principal and interest) is \$1,988,254.00 from the general fund.

14B.16 AGREEMENT WITH DARCY MORALES MONGE, M.S.

The Board approved/ratified the agreement with Ms. Darcy Morales Monge, M.S., as a consultant for school year 2017-2018 at a cost not to exceed \$59,290.00 from the Educationally Related Mental Health Services (ERMHS) fund.

14B.17 MEMORANDUM OF UNDERSTANDING WITH OUR LADY OF MT. CARMEL FOR TITLE I FUNDING AND SERVICES

The Board approved the Memorandum of Understanding with Our Lady of Mount Carmel School for Title I funds and services for the 2017-2018 school year at a cost not to exceed \$6,424.00.

14B.18 MEMORANDUM OF UNDERSTANDING WITH OUR LADY OF MT. CARMEL FOR TITLE II FUNDING AND SERVICES

The Board approved the Memorandum of Understanding with Our Lady of Mount Carmel School for Title II funds and services for the 2017-2018 school year at a cost not to exceed \$1,606.00.

14B.19 MEMORANDUM OF UNDERSTANDING WITH OUR LADY OF MT. CARMEL FOR TITLE III FUNDING AND SERVICES

The Board approved the Memorandum of Understanding with Our Lady of Mount Carmel School for Title III funds and services for the 2017-2018 school year at a cost not to exceed \$1,339.00.

14B.20 AGREEMENT BETWEEN SAN DIEGO UNIFIED SCHOOL DISTRICT, MENTAL HEALTH SYSTEMS, AND LOCAL EDUCATION AGENCIES IN SAN DIEGO COUNTY

The Board approved/ratified the agreement with the San Diego Unified School District, Mental Health System, and Local Education Agencies to participate in the Mental Health System STEPS School Program in an "as needed" basis. All costs associated with this program will be paid from the General and Special Education Funds.

14B.21 MEMORANDUM OF UNDERSTANDING WITH THE REGENTS OF THE UNIVERSITY OF CALIFORNIA FOR THE EXPANDED FOOD & NUTRITION EDUCATION PROGRAM

The Board approved the Memorandum of Understanding with the Regents of the University of California for the Expanded Food & Nutrition Education Program for school year 2017-18 at no cost to the District.

14B.22 MEMORANDUMS OF UNDERSTANDING WITH THE CHILDREN'S INITIATIVE FOR THE CHILDHOOD INJURY PREVENTION PROJECT

The Board approved/ratified the three Memorandums of Understanding with The Children's Initiative for the Childhood Injury Prevention Project at the Preschool & Child Development Center, Ocean View Hills Preschool, and Sunset Preschool during school year 2017-18 at no cost to the District.

14B.23 BOARD ACTION TO DECLARE DISTRICT PERSONAL PROPERTY AS OBSOLETE, SURPLUS, DISPOSE OF, OR DONATE PER EDUCATION CODE 17546(a)(b)(c)

The Board approved the disposal of a storage container that is beyond economic repair by means of donation as per California Ed. Code 17546(a)(b)(c).

14B.24 APPLICATION FOR A COUNTY-DISTRICT-CODE TO ESTABLISH VISTA DEL MAR AS A MIDDLE SCHOOL

The Board approved/ratified the submittal of an application to the California Department of Education for a new County-District-School (CDS) Code to establish Vista Del Mar as a Middle School (grades 7-8) effective August 17, 2017.

14B.25 ADDENDUM TO THE AGREEMENT WITH FEEDING SAN DIEGO FOR THE 2017-2018 SCHOOL PANTRY PROGRAM PARTNERSHIP AT SUNSET AND WILLOW SCHOOLS

The Board approved/ratified the Addendum to the Agreement with Feeding San Diego for the 2017-2018 School Pantry Program at Sunset and Willow Schools.

14C. PERSONNEL – CLASSIFIED**EMPLOYMENT**

The Board approved/ratified the employment for the following as recommended by staff:

- 14C.1** Administrative Clerk I (OVHS) – Guillermina Rodriguez effective December 1, 2017
- 14C.2** Instructional Aides (Preschool) – Denice Brambila and Sarely Lazo effective January 1, 2018
- 14C.3** Instructional Health Care Assistant (Smythe) – Ana Maldonado effective December 1, 2018
- 14C.4** Noon Supervisors (LM, OVHS and VDM) – Jessica Aguirre, Eva Arcadia, Ramiro Hernandez Jr, Blanca Lopez and Yesenia Villasenor effective January 1, 2018
- 14C.5** Substitute Campus Securities – Ramiro Hernandez Jr and Daniel White effective January 1, 2018
- 14C.6** Substitute Gardeners – Anett Arellano, Rafael Newberry and Conrad Saul effective January 1, 2018
- 14C.7** Substitute Instructional Aides – Brianna Beltran and Leticia Martinez effective January 1, 2018
- 14C.8** Substitute Maintenance Person –Rafael Newberry and Conrad Saul effective January 1, 2018

OUT OF CLASS COMPENSATION

The Board approved/ratified the 5% out of class compensation for the following as recommended by staff:

- 14C.9** Lead Maintenance, Gardener and Transportation Operations Technician – Jose Leon- Lead Maintenance, Daniel Camberos- Lead Gardener and Fernando Esquer-Transportation Operations Technician, from November 14, 2017 – until return of the Director of MOTF

RESIGNATION

The Board approved/ratified the resignation for the following as recommended by staff:

- 14C.10** Noon Supervisors – Thanisha Grijalva and Gilda Arellano effective November 30, 2017

RETIREMENT

The Board approved the retirement for the following as recommended by staff:

- 14C.11** Administrative Clerk I – Luisa Martinez effective December 29, 2017

14D. PERSONNEL – CERTIFICATED**EMPLOYMENT**

The Board approved/ratified the employment for the following as recommended by staff:

- 14D.1** Classroom Teacher (La Mirada) – Sarah Watson effective January 1, 2018
- 14D.2** Special Day Class Teacher (CDC) – Katie Brown effective December 1, 2017
- 14D.3** Substitute Teachers – Rebecca Burton, Brittany Kullberg, Nohelia Ramos, Kristen Schott **12.1** David Valencia effective January 1, 2018

POSITION FTE UPDATE

The Board approved the FTE update for the following as recommended by staff:

- 14D.4** TK Class (OVHS) – the position FTE update for the TK class at OVHS to 1.0 FTE

14E. PERSONNEL – MANAGEMENT

EMPLOYMENT

The Board approved the employment for the following as recommended by staff:

- 14E.1** Coordinator of Data, Evaluation and Assessment (District Office) – Cynthia Gonzalez effective January 1, 2018

Motion: Pallasigue Second: Diaz Vote: Unanimous

JOB DESCRIPTION & JOB TITLE UPDATE

The Board approved job description and updated job title for the following as recommended by staff:

- 14E.2** Coordinator of Data, Evaluation and Assessment

Motion: Martinez Second: Pallasigue Vote: Unanimous

JOB DESCRIPTION REVISION

The Board approved revised job description for the following as recommended by staff:

- 14E.3** Director of Special Education

Motion: Martinez Second: Pallasigue Vote: Unanimous

RESIGNATION

The Board approved the resignation for the following as recommended by staff:

- 14E.4** Interim Director of Special Education – Janette Ridgels effective January 5, 2018

Member Martinez made the motion to adjourn, seconded by President Pallasigue. The vote was unanimous.

- 15. ADJOURNMENT** Time: 9:40 p.m.

Respectfully Submitted,

Mary L. Willis, Ed.D., Secretary
Governing Board

SAN YSIDRO SCHOOL DISTRICT
4350 Otay Mesa Road San Ysidro, CA 92173
Phone Number: (619) 428-4476 Fax Number: (619) 428-1505

SPECIAL MEETING OF THE GOVERNING BOARD
MONDAY, DECEMBER 11, 2017
5:00 p.m.

Pursuant to Government Code Section 54956 and Education Code Section 35144, the Special Meeting of the Governing Board was held on Monday, December 11, 2017 at 5:00 p.m., and conducted its business meeting at the **Education Center, 4350 Otay Mesa Road, San Ysidro, CA 92173.**

MINUTES

1. **CALL TO ORDER** Who: President Pallasigue Time: 5:00 p.m.
2. **ROLL CALL** by Mary L. Willis, Ed.D., Interim Superintendent & Secretary to the Board
Mrs. Rosaleah Pallasigue, President
Mrs. Irene Lopez, Vice-President
Mr. Marcos A. Diaz, Clerk - *Arrived at 5:25 p.m.*
Mr. Rodolfo Linares, Member
Mr. Antonio Martinez, Member
3. **FLAG SALUTE** by Mary L. Willis, Ed.D., Interim Superintendent & Secretary to the Board
4. **PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS**

Marianna Saponara, Representing the Community, Commented: 1) At the last Board meeting, she was booed while representing the community. She contacted the Office of Civil Rights. If the disrespect continues as a representative of the community, she has many options. Mentioned age discrimination and freedom of speech. 2) The community is grateful that Dr. Willis and Mr. Wong are here to help. 3) The community feels that money has been wrongfully spent and not for the benefit of the children. A payment was made to a gentleman for \$114,000, to avoid a lawsuit, and paying Dr. Fonseca \$400,000 when he resigned was wrong. 4) There was collusion, complicity and possibly involvement of some Board members. 5) Smythe and La Mirada teachers should have been paid overtime to get their classrooms ready because of the refurbishing of both schools. 6) Her concern was the slanderous Titan Report. She is representing a parent and her son. They asked for the audio tapes and Mr. Macias was going to provide them. The only way to clear things up is to have the actual translation from the tapes. 7) The little boy felt insecure if a person returned to Smythe School and didn't want other children to go through the same experience. A girl won a 1.25 million dollar lawsuit for a similar incident.

5. GENERAL ADMINISTRATION

- 5.1 **PRESENTATION/REPORT**
Budget Update by Peter Wong

6. PUBLIC COMMENT/COMMUNICATIONS ON CLOSED SESSION ITEMS

None at this time.

Member Martinez made the motion to recess to Closed Session, seconded by President Pallasigue. The vote was unanimous.

7. GOVERNING BOARD – RECESSED to CLOSED SESSION at 5:47 p.m.in accordance with section 54954.5 regarding:

7.1 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Case: San Diegans for Open Government vs Fonseca and Ward
Case Number: 37-2017-00007369-CU-MC-CTL

7.2 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Case: San Diegans for Open Government vs Fonseca and SYSD
Case Number: 37-2017-00034740-CU-MC-CTL

7.3 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Case: San Diegans for Open Government vs San Ysidro School District
Case Number: 37-2017-00020268-CU-MC-CTL

7.4 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION

Pursuant to Government Code Section 54956.9(d)(1)
Case: San Ysidro School District v Manuel Paul
Case Number: 37-2015-00003840-CU-NO-CTL

7.5 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/SIGNIFICANT EXPOSURE TO LITIGATION

Pursuant to Government Code Section 54956.9(d)(2)
Case(s)/Claim(s): 4

RECONVENED into OPEN SESSION at 7:20 p.m. to take action on items discussed in closed session, or to make disclosures of action taken in closed session, if any, as required by Government Code section 54957.7 and section 54957.1.

The Board had nothing to report from Closed Session.

President Pallasigue made the motion to adjourn, seconded by Member Martinez. The vote was unanimous.

8. ADJOURNMENT Time: 7:20 p.m.

Respectfully Submitted,

Mary L. Willis, Ed.D., Secretary
Governing Board

SAN YSIDRO SCHOOL DISTRICT GOVERNING BOARD AGENDA

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Administration
Mary L. Willis, Ed.D.
Interim Superintendent

INITIAL: MW
 Informational
 Action

AGENDA ITEM: GOVERNANCE TEAM STANDARDS OF PRACTICE

BACKGROUND INFORMATION:

The Governing Board of the San Ysidro School District is entrusted by the community to ensure that a high quality education is provided to each student. To effectively meet District challenges, the Board and Superintendent must function together as a Governance Leadership Team. The Governing Board held a Governance Workshop on January 18, 2018. During the workshop, the Governing Board discussed and established the Governance Team Standards of Practice.

Some of the Standards of Practice are:

- Uphold all applicable Federal and State laws and regulations
- Abide by the policies of the Board, and work with fellow governance team members to change those policies as needed to improve student learning
- Maintain a strategic plan for the district that clearly defines success and accountability for the Board, the staff, and our students
- Maintain confidentiality of privileged information including that shared in executive sessions of the Board
- Work to build trust between and among Board Members and the Superintendent by treating everyone with dignity and respect, even in times of disagreement

Each Board Member and the Superintendent will maintain fidelity to these commitments and will be held accountable by fellow Board Members should anyone fail to live up to these commitments.

RECOMMENDATION:

Adopt the San Ysidro School District's Governance Team Standards of Practice.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal: Student Achievement

Action/Service: Continue with personnel for State and Federal Programs to ensure program accountability and compliance with Federal, State, and local regulations.

Renewal New Amendment Ratify Other

Business Services Reviewed: MW

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

Superintendent's Office Certification:

12.2

Page 1 of 2

**San Ysidro School District
Governance Team Standards of Practice**

As elected members of the board of the San Ysidro School District, we accept the high honor and trust that has been placed in us to ensure that the children of this district receive the best education available anywhere in the United States of America. In accepting this role, we hold the pursuit of that goal as our sacred duty. To that end, we hereby commit to the following in the conduct of our business. We will:

- Place the interests of children above all others in every decision that we make;
- Uphold all applicable federal and state laws and regulations;
- Abide by the policies of the Board, and work with fellow governance team members to change those policies as needed to improve student learning;
- Maintain board focus on the achievement of all students regardless of race, class, ethnicity, or gender;
- Not use our positions for personal or partisan gain;
- Model continuous learning in our roles as members of the governance team;
- Maintain a strategic plan for the district that clearly defines success and accountability for the board, the staff, and our students;
- Focus on the policy work of the Board and monitor progress on the indicators of success in our strategic plan, leaving the day to day operation of the district to the superintendent and staff;
- Base our decisions upon available facts, vote our convictions, avoid bias, and uphold and support the decisions of the majority of the board once a decision is made;
- Work to build trust between and among board members and the superintendent by treating everyone with dignity and respect, even in times of disagreement;
- Maintain the confidentiality of privileged information including that shared in executive sessions of the board;
- Recognize that authority rests only with majority decisions of the board and will make no independent commitments or take any independent actions that may compromise the board as a whole;
- Refer constituent complaints and concerns to the appropriate person within the district chain of command; and
- Respect the leadership roles of the board chair and superintendent.

We will maintain fidelity to these commitments and will be held accountable by our fellow board members should any one of us fail to live up to these commitments.

Signed:

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Administration
Mary L. Willis, Ed.D.
Interim Superintendent

INITIAL: MLW
 Informational
 Action

AGENDA ITEM: BOARD MEMBER SUBCOMMITTEE

BACKGROUND INFORMATION:

Typically, the Board President and one other Board Member assist in the process as a subcommittee to the Board for the search of a Superintendent. I am recommending that the Board form a subcommittee and appoint 2 Board Members that will be part of the Superintendent Search.

Board Subcommittee roles:

- Review and tentatively approve flyers and brochures
- Screen and rank candidates based on pre-establish rubric
- Serve as representatives to negotiate a contract (salary or benefits may no longer be discussed in closed session)

RECOMMENDATION:

Appoint two Board Members to participate as representatives for a Board Member Subcommittee for the Superintendent Search.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal: Student Achievement

Action/Service: Provide certificated and classified staffing to support students, including teachers, site and district clerical staff, and site and district administrators.

| | | | | | | |
|----------------------------------|---|--|---------------------------------|--------------------------------|---|--|
| <input type="checkbox"/> Renewal | <input checked="" type="checkbox"/> New | <input type="checkbox"/> Amendment | <input type="checkbox"/> Ratify | <input type="checkbox"/> Other | Business Services Reviewed: <u>MLW</u> | |
| Financial Implications? | | Are funds for this item available in the 2017-2018 Budget? | | | Requisition # | |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | |
| N/A <small>(Amount)</small> | | N/A <small>(Name of funding source and/or location)</small> | | | -- <small>(Funding account number)</small> | |

Recommended for: Approval Denial Certification Requested Yes No
Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Human Resources
Daniel Zummo, Executive Director

INITIAL: DZ
 Informational
 Action

AGENDA ITEM: RESOLUTION NO. 17/18-0006

BACKGROUND INFORMATION:

California Education Code section 44929.21 provides that the Governing Board of the San Ysidro School District shall notify certificated probationary employees, on or before March 15 of the employee's second complete consecutive school year of probationary employment, of the decision to not reelect the employee for the next succeeding school year.

This resolution identifies probationary certificated employees intended for non-reelection pursuant to Education Code section 44929.21. These individual employees will be noticed of the decision to non-reelect for the 2018-2019 school year.

RECOMMENDATION:

Adopt Resolution No. 17/18-0006 authorizing the District to notice individual, probationary, certificated employees of the district's intent to non-reelect for the 2018-2019 school year.

LCAP GOAL AND ACTION/SERVICE (please indicate):

N/A

Renewal New Amendment Ratify Other

Business Services Reviewed: mw

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

**EXHIBIT A
NON-REELECTION
OF PROBATIONARY CERTIFICATED EMPLOYEES
FOR THE 2018-2019 SCHOOL YEAR (Education Code §44929.21)**

| <u>Employee ID</u> | <u>Position</u> |
|--------------------|---------------------------|
| 607-126 | Classroom Teacher K-8 |
| 191-664 | Classroom Teacher K-8 |
| 605-562 | Classroom Teacher K-8 |
| 614-413 | Head Start Permit Teacher |

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Human Resources
Daniel Zummo, Executive Director

INITIAL: DZ
 Informational
 Action

AGENDA ITEM: RESOLUTION NO. 17/18-0007

BACKGROUND INFORMATION:

Education Code section 44951 provides that certificated employees holding positions requiring an administrative or supervisory credential are entitled to continue in their position for the succeeding school year unless they are notified by March 15th that they may be reassigned and/or released from their positions.

This resolution identifies administrative or supervisory credentialed employees intended for release or reassignment. In accordance with the provisions of Education Code section 44951, these employees will be noticed on or before March 15, 2018.

RECOMMENDATION:

Adopt Resolution No. 17/18-0007 authorizing the District to notice administrative or supervisory credentialed employees of the district's intent to release or re-assign for the 2018-2019 school year.

LCAP GOAL AND ACTION/SERVICE (please indicate):

N/A

Renewal New Amendment Ratify Other

Business Services Reviewed: m

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

I, _____, Clerk to the Governing Board, do hereby certify that the above and foregoing is a full, true and correct copy of a resolution passed and adopted by the said Board at a regular and conducted meeting held on said date.

Marcos A. Diaz, Clerk to the Governing Board

EXHIBIT A

**RELEASE AND/OR REASSIGNMENT
OF CERTIFICATED ADMINISTRATORS
FOR THE 2018-2019 SCHOOL YEAR (Education Code §44951)**

Employee ID

Position

203-404

Principal

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Human Resources
Daniel Zummo, Executive Director

INITIAL: DZ
 Informational
 Action

AGENDA ITEM: PUBLIC HEARING – SAN YSIDRO EDUCATION ASSOCIATION’S
INITIAL CONTRACT PROPOSAL TO SAN YSIDRO SCHOOL DISTRICT FOR
2018-2021 SCHOOL YEARS

BACKGROUND INFORMATION:

California Government Code Chapter 10.7, Article 8, Section 3547 requires that the Board of Education adopt San Ysidro Education Association’s initial (“sunshine”) proposal to employee organizations at a public meeting prior to the start of negotiations.

Before doing so the public must be given the opportunity to become informed on the proposal and have the opportunity to express their views on the issues to the public school employer.

Under the provisions of the current contract between the Board of Education and the San Ysidro Education Association, it is now appropriate for the Board to offer for public comment on San Ysidro Education Association’s initial (“sunshine”) proposal for contract openers for the 2018-2021 collective bargaining agreement.

The areas of negotiation are broad but limited. Government Code section 3543.2(a)(1) states that:

The scope of representation shall be limited to matters relating to wages, hours of employment, and other terms and conditions of employment. “Terms and conditions of employment” mean health and welfare benefits as defined by Section 53200, leave, transfer and reassignment policies, safety conditions of employment, class size, procedures to be used for the evaluation of employees, organizational security pursuant to Section 3546, procedures for processing grievances pursuant to Sections 3548.5, 3548.6, 3548.7, and 3548.8, the layoff of probationary certificated school district employees, pursuant to Section 44959.5 of the Education Code, and alternative compensation or benefits for employees adversely affected by pension limitations pursuant to former Section 22316 of the Education Code, as that section read on December 31, 1999, to the extent deemed reasonable and without violating the intent and purposes of Section 415 of the Internal Revenue Code.

RECOMMENDATION:

Accept the statement of interest of San Ysidro Education Association to open the collective bargaining agreement with San Ysidro School District for 2018-2021 and make and approve the following motions:

1. Motion for the Board of Education to offer for public review and comment the attached initial (“sunshine”) proposal to the contract between the San Ysidro Education Association and the Board of Education, consisting of the following initial topics:

Article 1 – AGREEMENT

Article 2 – RECOGNITION

Article 8 – LEAVES

Article 9 – CLASS SIZE

Article 10 – HOURS

Article 11 – WORK YEAR

Article 12 – TRANSFER AND REASSIGNMENT

RECOMMENDATION: (Continued)

Article 17 – CONSULTATION AND WORKLOAD
Article 18 – COMPENSATION AND FRINGE BENEFITS
Appendix E – EXTRACURRICULAR DISTRICT STIPENDS

and

- 2. Motion for the Board of Education to direct the posting of notice of a public hearing on the initial (“sunshine”) proposal, and said public hearing to be held on and be open to public comment at the Board of Education meeting on February 8, 2018.

LCAP GOAL AND ACTION/SERVICE (please indicate):

N/A

Renewal New Amendment Ratify Other

Business Services Reviewed: *mw*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent’s Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

San Ysidro Education Association's Proposal for 2018-2021

The San Ysidro Association is committed to supporting and advocating for our unit members, who have devoted their lives to educating and helping students succeed. Our objective is to ensure that our unit members have the respect and the rights they deserve, and which are mandated under the California Education Code and the Educational Employment Relations Act (EERA).

The association believes that it is crucial for our members to be provided with a secure, safe, equitable, and intimidation-free work environment. Unit members must be fairly and adequately compensated for their continued dedication to academic excellence.

Educational professionals who are in direct contact with students on a daily basis play a vital role in students' academic success and achievements. In order for unit members to adequately plan lessons and prepare instructional materials, it is important that the district provide unit members with an accurate and timely work calendar with sufficient preparation which will allow instructional time to be utilized effectively.

The association believes that in order for the District to stand by its mission of providing, "Quality education and opportunity for all students to succeed," they must support the unit members who have the responsibility of working directly with students. We hope this contract will help attract, recruit, and retain quality teachers and service providers. To that effect, the Association presents this Sunshine Proposal to open the following articles in the Collective Bargaining Agreement for the purpose of negotiating a successor agreement.

- Article 1: **AGREEMENT**
 Seeking a three year agreement if all terms are acceptable
- Article 2: **RECOGNITION**
 Seeking to include all unit members
- Article 8: **LEAVES**
 Seeking improvements on language to ensure that terms and processes are clear, consistent, and fair to all unit members
- Article 9: **CLASS SIZE**
 Seeking to establish class sizes to maximize effective instruction
- Article 10: **HOURS**
 Seeking changes to language to ensure adequate preparation time for instruction

- Article 11: WORK YEAR
Seeking to improve language to ensure that terms are clear and fair to all members
- Article 12: TRANSFER AND REASSIGNMENT
Seeking improvements on language to ensure that terms and processes are clear, consistent, and fair to all unit members
- Article 17: CONSULTATION AND WORKLOAD
Seeking changes in language to improve instructional implementation
- Article 18: COMPENSATION AND FRINGE BENEFITS
Seeking fair and equitable compensation and benefits to attract, recruit, and retain qualified certificated staff and service providers
- Appendix E: EXTRACURRICULAR DISTRICT STIPENDS
Seeking fair compensation to include and update extracurricular activities, stipends, and sites

SAN YSIDRO SCHOOL DISTRICT GOVERNING BOARD AGENDA

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Educational Services
Manuela Colom, Executive Director

INITIALS *cy*
 Informational
 Action

AGENDA ITEM: SECOND READING OF NEW BOARD POLICY AND ADMINISTRATIVE REGULATION 5113.1 - CHRONIC ABSENCE AND TRUANCY

BACKGROUND INFORMATION:

Currently, the San Ysidro School District does not have a Board Policy or Administrative Regulation covering Chronic Absence And Truancy. Moving forward, there is a need to add Board Policy (BP) and Administrative Regulation (AR) 5113.1 for Chronic Absence And Truancy to ensure compliance and accountability with State and Federal requirements, regulations, and legislation.

This Board Policy addresses both chronic absence, which refers to students missing an excessive number of days for any reason, whether excused or unexcused, and truancy, which refers to students missing school and/or being tardy without a valid excuse. The definition of "chronic absentee" is provided in Education Code 609101 for purposes or reporting student attendance within the California Longitudinal Pupil Achievement Data System.

Chronic absentee means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays (Education Code 60901).

Truant means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof (Education Code 48260).

First reading of this Board Policy was approved on January 25, 2018.

RECOMMENDATION:

Approve the second reading and adoption of new Board Policy and Administrative Regulation 5113.1 - Chronic Absence and Truancy.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 2- Safety, Climate and student engagement

Renewal New Amendment Ratify Other

Business Services Reviewed: *mw*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

N/A
(Amount)

N/A
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Mary L. Willis
 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

Superintendent's Office Certification:

12.8

CHRONIC ABSENCE AND TRUANCY

The Governing Board believes that absenteeism, whatever the cause, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

(cf. 5113 - Absences and Excuses)
(cf. 5113.11 - Attendance Supervision)

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates districtwide, for each school, and disaggregated for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be used in the development of annual goals and specific actions for student attendance and engagement to be included in the district's local control and accountability plan and other applicable school and district plans.

(cf. 0400 - Comprehensive Plans)
(cf. 0420 - School Plans/Site Councils)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 0500 - Accountability)

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5126 - Awards for Achievement)
(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5141.6 - School Health Services)
(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

Interventions for students with serious attendance problems shall be designed to meet the specific needs of the student and may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The Superintendent or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

- (cf. 1020 - Youth Services)
- (cf. 5030 - Student Wellness)
- (cf. 5146 - Married/Pregnant/Parenting Students)
- (cf. 5147 - Dropout Prevention)
- (cf. 6158 - Independent Study)
- (cf. 6164.2 - Guidance/Counseling Services)
- (cf. 6164.5 - Student Success Teams)
- (cf. 6173 - Education for Homeless Children)
- (cf. 6173.1 - Education for Foster Youth)
- (cf. 6173.2 - Education of Children of Military Families)
- (cf. 6175 - Migrant Education Program)
- (cf. 6179 - Supplemental Instruction)
- (cf. 6181 - Alternative Schools/Programs of Choice)
- (cf. 6183 - Home and Hospital Instruction)
- (cf. 6184 - Continuation Education)
- (cf. 6185 - Community Day School)

Students who are identified as truant shall be subject to the interventions specified in law and administrative regulation.

- (cf. 5113.12 - District School Attendance Review Board)

A student's truancy, tardiness, or other absence from school shall not be the basis for his/her suspension or expulsion. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

- (cf. 5144 - Discipline)
- (cf. 5144.1 - Suspension and Expulsion/Due Process)

The Superintendent or designee shall periodically report to the Board regarding the district's progress in improving student attendance rates for all students and for each numerically significant student population. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to make changes as needed. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

Legal Reference:

EDUCATION CODE

- 1740-1742 Employment of personnel to supervise attendance (county superintendent)
- 37223 Weekend classes
- 46000 Records (attendance)
- 46010-46014 Absences
- 46110-46119 Attendance in kindergarten and elementary schools
- 46140-46147 Attendance in junior high and high schools
- 48200-48208 Children ages 6-18 (compulsory full-time attendance)
- 48225.5 Work permits, entertainment and allied industries
- 48240-48246 Supervisors of attendance
- 48260-48273 Truants
- 48290-48297 Failure to comply; complaints against parents
- 48320-48325 School attendance review boards
- 48340-48341 Improvement of student attendance
- 48400-48403 Compulsory continuation education
- 48900 Suspension and expulsion
- 49067 Unexcused absences as cause of failing grade
- 52052 Academic Performance Index; numerically significant student subgroups
- 60901 Chronic absence

GOVERNMENT CODE

- 54950-54963 The Ralph M. Brown Act

PENAL CODE

- 270.1 Chronic truancy; parent/guardian misdemeanor
- 272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy
- 830.1 Peace officers

WELFARE AND INSTITUTIONS CODE

- 256-258 Juvenile hearing officer
- 601-601.4 Habitually truant minors
- 11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

- 306 Explanation of absence
- 420-421 Record of verification of absence due to illness and other causes

COURT DECISIONS

- L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CSBA PUBLICATIONS

Attendance Awareness Month, Fact Sheet, September 2014

ATTENDANCE WORKS PUBLICATIONS

Count Us In! Working Together to Show that Every School Day Matters, 2014

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority
Early Outreach for Positive Linkages and Engagement, 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook: A Road Map for Improved School Attendance and Behavior, 2015

School Attendance Improvement Handbook, 2000

WEB SITES

CSBA: <http://www.csba.org>

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

California Department of Education: <http://www.cde.ca.gov>

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://cal-schls.wested.org>

(11/12 4/15) 10/17

CHRONIC ABSENCE AND TRUANCY

Definitions

Chronic absentee means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. (Education Code 60901)

Truant means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. (Education Code 48260)

Habitual truant means a student who has been reported as a truant three or more times within the same school year, provided the district has made a conscientious effort to hold at least one conference with the student and his/her parent/guardian after either of the two previous reports. (Education Code 48262, 48264.5)

Chronic truant means a student who has been absent from school without a valid excuse for 10 percent or more of the school days in one school year, from the date of enrollment to the current date, provided the district has met the requirements of Education Code 48260, 48260.5, 48261, 48262, 48263, and 48291. (Education Code 48263.6)

For purposes of classifying a student as a truant, valid excuse includes, but is not limited to, the reasons for which a student shall be excused from school pursuant to Education Code 48205 and 48225.5. A valid excuse may include other reasons that are within the discretion of school administrators and, based on the facts of the student's circumstances, are deemed to constitute a valid excuse. (Education Code 48260)

(cf. 5113 - Absences and Excuses)
(cf. 5113.2 - Work Permits)

Addressing Chronic Absence

When a student is identified as a chronic absentee, the Superintendent or designee shall communicate with the student and his/her parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

(cf. 5113.11 - Attendance Supervision)
(cf. 6020 - Parent Involvement)

The student may be referred to a student success team or school-site attendance review team to assist in evaluating his/her needs and identifying strategies and programs to assist him/her.

- (cf. 5146 - Married/Pregnant/Parenting Students)
- (cf. 5147 - Dropout Prevention)
- (cf. 6164.2 - Guidance/Counseling Services)
- (cf. 6164.5 - Student Success Teams)
- (cf. 6173 - Education for Homeless Children)
- (cf. 6173.1 - Education for Foster Youth)
- (cf. 6173.2 - Education of Children of Military Families)
- (cf. 6175 - Migrant Education Program)

A student who is struggling academically may be offered tutoring or other supplemental instruction, extended learning opportunities, and/or alternative educational options as appropriate.

- (cf. 6158 - Independent Study)
- (cf. 6176 - Weekend/Saturday Classes)
- (cf. 6178.1 - Work-Based Learning)
- (cf. 6179 - Supplemental Instruction)
- (cf. 6181 - Alternative Schools/Programs of Choice)
- (cf. 6183 - Home and Hospital Instruction)
- (cf. 6184 - Continuation Education)

Whenever chronic absenteeism is linked to a health issue or nonschool condition, the Superintendent or designee may recommend school or community resources and/or collaborate with community agencies and organizations to address the needs of the student and his/her family.

- (cf. 1020 - Youth Services)
- (cf. 5141.6 - School Health Services)

Addressing Truancy

An attendance supervisor or designee, peace officer, probation officer, or school administrator or designee may, as applicable, arrest or assume temporary custody during school hours of any minor student found away from his/her home who is absent from school without a valid excuse. Any person arresting or assuming temporary custody of a minor student shall deliver the student and make reports in accordance with Education Code 48265 and 48266. (Education Code 48264, 48265, 48266)

- (cf. 3515.3 - District Police/Security Department)

The Superintendent or designee shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code 48200-48341. (Education Code 48290)

When a student has been identified as a truant as defined above, the following steps shall be implemented based on the number of truanancies he/she has committed:

1. Initial truancy
 - a. The student shall be reported to the Superintendent or designee. (Education Code 48260)
 - b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code 48260.5)
 - (1) The student is truant.
 - (2) The parent/guardian is obligated to compel the student to attend school. If the parent/guardian fails to meet this obligation, he/she may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.
 - (3) Alternative educational programs are available in the district.
 - (4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
 - (5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or designee, or attendance supervisor or designee pursuant to Education Code 48264 if found away from home and absent from school without a valid excuse.
 - (6) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.
- (cf. 5145.6 - Parental Notifications)
- c. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
- d. The student and, as appropriate, his/her parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code 48264.5)
- e. The Superintendent or designee may notify the district attorney and/or probation officer of the student's name and the name and address of his/her parents/guardians. (Education Code 48260.6)

2. Second truancy

a. Any student who has once been reported as a truant shall again be reported to the Superintendent or designee as a truant if he/she is absent from school without a valid excuse one or more days or is tardy on one or more days during the school year. (Education Code 48261)

b. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)

c. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #3 below. (Education Code 48264.5)

d. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and his/her parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code 48262)

e. The student may be given a written warning by a peace officer. A record of that warning may be kept at the school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code 48264.5)

f. The Superintendent or designee may notify the district attorney and/or probation officer when the student continues to be classified as a truant after the parents/guardians have been notified in accordance with item #1b above. (Education Code 48260.6)

3. Third truancy (habitual truancy)

a. A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. (Education Code 48263, 48264.5)

(cf. 5113.12 - District School Attendance Review Board)

b. Upon making a referral to the SARB or the probation department, the Superintendent or designee shall provide the student and parent/guardian, in writing, the name and address of the SARB or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code 48263)

- c. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #4 below. (Education Code 48264.5)
 - d. If the Superintendent or designee determines that available community services cannot resolve the problem of the truant or insubordinate student or if the student and/or his/her parents/guardians have failed to respond to the directives of the district or to services provided, the Superintendent or designee may so notify the district attorney and/or the probation officer. (Education Code 48263)
4. Fourth truancy
- a. Upon his/her fourth truancy within the same school year, the student may be referred to the jurisdiction of the juvenile court. (Education Code 48264.5; Welfare and Institutions Code 601)
 - b. If a student has been adjudged by the county juvenile court to be a habitual truant, the Superintendent or designee shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school. The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code 48267)
5. Chronic truancy (unexcused absence for 10 percent of school days)
- a. The Superintendent or designee shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.
 - b. If a chronically truant student is at least age six years and is in any of grades K-8, the Superintendent or designee shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code 270.1.

Records

The Superintendent or designee shall maintain accurate attendance records for students identified as habitual or chronic truants. The Superintendent or designee also shall document all contacts with a student and his/her parent/guardian regarding the student's attendance, including a summary of all conversations and a record of all intervention efforts.

(cf. 5125 - Student Records)

The Superintendent or designee shall gather and transmit to the County Superintendent of Schools the number and types of referrals made to the SARB and of requests for petitions made to the juvenile court. (Education Code 48273)

(11/10 11/12) 10/17

SAN YSIDRO SCHOOL DISTRICT GOVERNING BOARD AGENDA

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Educational Services
Manuela Colom, Executive Director

INITIAL *MC*
 Informational
 Action

AGENDA ITEM: SECOND READING OF NEW BOARD POLICY AND ADMINISTRATIVE REGULATION 5113.12 – DISTRICT SCHOOL ATTENDANCE REVIEW BOARD (SARB)

BACKGROUND INFORMATION:

Currently, the San Ysidro School District does not have a Board Policy or Administrative Regulation covering District School Attendance Review Board. Moving forward, there is a need to add Board Policy (BP) and Administrative Regulation (AR) 5113.12 for District School Attendance Review Board (SARB) to ensure compliance and accountability with State and Federal requirements, regulations, and legislation.

Board Policy 5113.12 is to be used by districts that have established their own School Attendance Review Board (SARB) in addition to or instead of a county office of education SARB. Pursuant to Education Code 48324, if a county SARB exist, the District's SARB must be governed by rules and regulations consistent with the rules and regulations established by the county SARB or by other legal requirements.

First reading of this Board Policy was approved on January 25, 2018.

RECOMMENDATION:

Approve second reading and adoption of new Board Policy and Administrative Regulation 5113.12 - District School Attendance Review Board (SARB).

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 2- Safety, Climate and student engagement

Renewal New Amendment Ratify Other

Business Services Reviewed: *W*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

N/A
(Amount)

N/A
(Name of funding source and/or location)

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(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

DISTRICT SCHOOL ATTENDANCE REVIEW BOARD

The Governing Board recognizes that poor school attendance and behavior problems negatively impact student achievement and put students at greater risk of dropping out of school. The Superintendent or designee shall establish a comprehensive and integrated system for the early identification of attendance problems and shall implement strategies to encourage students' attendance. After other interventions have been exhausted, students with a pattern of unexcused absences may be referred to a school attendance review board (SARB), in accordance with applicable law, in order to receive intensive guidance and assistance.

- (cf. 5113 - Absences and Excuses)
- (cf. 5113.1 - Chronic Absence and Truancy)
- (cf. 5113.11 - Attendance Supervision)
- (cf. 5147 - Dropout Prevention)

The SARB shall maintain a continuing inventory of community resources, including alternative educational programs.

The Superintendent or designee shall collaborate with the SARB and appropriate community agencies, including, but not limited to, law enforcement agencies, child welfare agencies, and health services, to provide school-based and/or community-based interventions tailored to the specific needs of the student.

- (cf. 1020 - Youth Services)
- (cf. 5030 - Student Wellness)
- (cf. 5126 - Awards for Achievement)
- (cf. 5131 - Conduct)
- (cf. 5131.2 - Bullying)
- (cf. 5137 - Positive School Climate)
- (cf. 5141.6 - School Health Services)
- (cf. 5145.3 - Nondiscrimination/Harassment)
- (cf. 5146 - Married/Pregnant/Parenting Students)
- (cf. 6158 - Independent Study)
- (cf. 6164.2 - Guidance/Counseling Services)
- (cf. 6164.5 - Student Success Teams)
- (cf. 6173 - Education for Homeless Children)
- (cf. 6173.1 - Education for Foster Youth)
- (cf. 6173.2 - Education of Children of Military Families)
- (cf. 6175 - Migrant Education Program)
- (cf. 6179 - Supplemental Instruction)
- (cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

The Board shall appoint members to the district's SARB, who may include a parent/guardian as well as representatives of various agencies including, but not limited to, school districts; the county probation department; the county welfare department; the County Superintendent of Schools; law enforcement agencies; community-based youth service centers; school guidance personnel; child welfare and attendance personnel; school or county health care personnel; school, county, or community mental health personnel; the county district attorney's office; and the county public defender's office. (Education Code 48321)

The district's SARB shall provide support to improve student attendance and behavior through proactive efforts focused on building positive school environments and improved school connectedness, early identification and immediate intervention to re-engage students with poor attendance or behavior, and intensive intervention with students and families to address severe or persistent attendance or behavior issues.

The district's SARB shall operate in accordance with Education Code 48320-48325, the Brown Act (Government Code 54950-54963), and the bylaws of the SARB.

The SARB shall collect data and annually report outcomes on SARB referrals to the Governing Board, Superintendent or designee, and County Superintendent of Schools. (Education Code 48273)

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

1980-1986 County community school

46010-46014 Absences

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48660-48666 Community day school

49067 Unexcused absences as cause of failing grade

CODE OF CIVIL PROCEDURE

1985-1997 Production of evidence; means of production

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook: A Road Map for Improved School Attendance and Behavior, 2015

School Attendance Improvement Handbook, 2000

WEB SITES

CSBA: <http://www.csba.org>

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

California Department of Education: <http://www.cde.ca.gov>

DISTRICT SCHOOL ATTENDANCE REVIEW BOARD

Upon receiving a referral of a student with attendance and/or behavior problems, a designated member of the school attendance review board (SARB) shall review the case and may meet with school personnel to determine whether the school has provided sufficient information about the student's attendance record or behavior. If the referral is complete and is an appropriate matter for the SARB to consider, the SARB chairperson shall provide written notification to the student's parents/guardians stating the reasons a referral has been made, explaining the SARB process, advising whether additional information is needed, and describing school-level interventions that have previously been attempted.

The SARB shall meet with the student and his/her parents/guardians, give them an opportunity to present their understanding of the problem, and discuss the school and/or community resources appropriate for the student's circumstances.

Any SARB meeting to consider matters related to an individual student shall be held in closed session unless the parent/guardian requests, in writing, that the meeting be held in open session.

(cf. 9321 - Closed Session Purposes and Agendas)

The SARB shall have access to relevant student records, but shall not provide access to others without written consent of the student's parent/guardian. (Education Code 49076)

(cf. 5125 - Student Records)

For the limited purpose of making a proper disposition of the referral of a student, the SARB may issue subpoenas pursuant to Code of Civil Procedure 1985-1997 or may request the juvenile court to issue subpoenas to require the attendance of the student, parents/guardians or other person having control of the student, the school authority referring the student, or any other person who has pertinent or material information concerning the matter. The SARB shall not issue any subpoena that includes a request for production of written materials, but may request a juvenile court to issue such subpoena for the production of written materials. (Education Code 48263, 48321.5)

The SARB shall issue written directives stating the responsibilities of all persons involved, detailed resource referrals, and follow-up dates for the school's reports on the student's progress. The written directives shall include an agreement that the student will attend school or improve classroom behavior as applicable, and shall be signed by the student, his/her parents/guardians, the SARB chairperson, and the Superintendent or designee.

When referred by the SARB, a student may be assigned to a community day school or a county community school. (Education Code 1981, 48662)

(cf. 6185 - Community Day School)

At any time it deems proper, the SARB may require the student or his/her parents/guardians to furnish satisfactory evidence of participation in any available community services that the student or parents/guardians have been directed to use. (Education Code 48263)

Based on progress reports submitted by the school, the SARB may terminate the agreement upon the successful completion of the terms of the agreement, extend the time for completion of the agreement, or schedule another meeting with the student and his/her parents/guardians.

If the student's attendance or behavior problems cannot be resolved by the SARB, or if the student and/or the student's parents/guardians continually and willfully fail to respond to SARB directives or the services provided, the student or parents/guardians shall be referred to the appropriate agency, including law enforcement agencies when necessary. (Education Code 48263, 48290-48291)

10/17

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Human Resources
Daniel Zummo, Executive Director

INITIAL: DZ
 Informational
 Action

AGENDA ITEM: SECOND READING OF REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION – 4030 NONDISCRIMINATION IN EMPLOYMENT

BACKGROUND INFORMATION:

Board Policy 4030 has been revised to include additional protected classes that are not included in our current board policies. In addition, it delineates which areas of employment and employment related practices to which this board policy is applicable. Reasonable Accommodations are now also included in this board policy.

Administrative Regulation 4030 is revised from the current Administrative Regulation 4031. The revisions include the contact information for the district coordinator for nondiscrimination in employment. The revision also includes a list of measures to prevent discrimination, as well as, changes to the notice and receipt of complaints.

Administration recommends approval of the first reading of the attached Board Policy and Administrative Regulation.

RECOMMENDATION:

Approve second reading and adoption of revised Board Policy and Administrative Regulation 4030 – Nondiscrimination in Employment.

LCAP GOAL AND ACTION/SERVICE (please indicate):

N/A

Renewal New Amendment Ratify Other

Business Services Reviewed:

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

N/A
(Amount)

--
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

NONDISCRIMINATION IN EMPLOYMENT

The Governing Board is determined to provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants.

(cf. 1240 - Volunteer Assistance)
(cf. 4111/4211/4311 - Recruitment and Selection)

No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation or his/her association with a person or group with one or more of these actual or perceived characteristics.

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

Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment
2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training

(cf. 4151/4251/4351 - Employee Compensation)
(cf. 4154/4254/4354 - Health and Welfare Benefits)

3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment
4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:
 - a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status **12.10**

(cf. 4033 - Lactation Accommodation)

NONDISCRIMINATION IN EMPLOYMENT (continued)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

- b. Religious creed discrimination based on an employee's religious belief or observance, including his/her religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement
- c. Disability discrimination based on a district requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity

(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

- d. Disability discrimination based on the district's failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee, to determine effective reasonable accommodations for the employee, when he/she has requested reasonable accommodation for a known physical or mental disability or medical condition

(cf. 4032 - Reasonable Accommodation)

The Board also prohibits retaliation against any district employee who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Superintendent or designated district coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who reports such incidents from retaliation.

12.10

The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy. He/she shall provide training and information to employees about

NONDISCRIMINATION IN EMPLOYMENT (continued)

how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.

In addition, the Superintendent or designee shall post, in a conspicuous place on district premises, the California Department of Fair Employment and Housing publication on workplace discrimination and harassment issued pursuant to 2 CCR 11013.

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

*Legal Reference:*EDUCATION CODE

200-262.4 *Prohibition of discrimination*

CIVIL CODE

51.7 *Freedom from violence or intimidation*

GOVERNMENT CODE

11135 *Unlawful discrimination*

11138 *Rules and regulations*

12900-12996 *Fair Employment and Housing Act*

PENAL CODE

422.56 *Definitions, hate crimes*

CODE OF REGULATIONS, TITLE 2

11006-11086 *Discrimination in employment*

11013 *Recordkeeping*

11019 *Terms, conditions and privileges of employment*

11023 *Harassment and discrimination prevention and correction*

11024 *Sexual harassment training and education*

Legal Reference continued: (see next page)

NONDISCRIMINATION IN EMPLOYMENT (continued)

Legal Reference continued:

CODE OF REGULATIONS, TITLE 5

4900-4965 *Nondiscrimination in elementary and secondary education programs*

UNITED STATES CODE, TITLE 20

1681-1688 *Title IX of the Education Amendments of 1972*

UNITED STATES CODE, TITLE 29

621-634 *Age Discrimination in Employment Act*

794 *Section 504 of the Rehabilitation Act of 1973*

UNITED STATES CODE, TITLE 42

2000d-2000d-7 *Title VI, Civil Rights Act of 1964, as amended*

2000e-2000e-17 *Title VII, Civil Rights Act of 1964, as amended*

2000ff-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

2000h-2-2000h-6 *Title IX of the Civil Rights Act of 1964*

6101-6107 *Age discrimination in federally assisted programs*

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 *Compliance information*

104.7 *Designation of responsible employee for Section 504*

104.8 *Notice*

106.8 *Designation of responsible employee and adoption of grievance procedures*

106.9 *Dissemination of policy*

110.1-110.39 *Nondiscrimination on the basis of age*

COURT DECISIONS

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863

Shepard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment, December 2014

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Notice of Non-Discrimination, August 2010

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Questions and Answers: Religious Discrimination in the Workplace, 2008

New Compliance Manual Section 15: Race and Color Discrimination, April 2006

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

NONDISCRIMINATION IN EMPLOYMENT

All allegations of discrimination in employment, including those involving an intern, volunteer, or job applicant, shall be investigated and resolved in accordance with procedures specified in this administrative regulation.

The district designates the position identified below as its coordinator for nondiscrimination in employment (coordinator) to coordinate the district's efforts to comply with state and federal nondiscrimination laws and to answer inquiries regarding the district's nondiscrimination policies. The coordinator may be contacted at:

(position title)

(address)

(telephone number)

(email)

Measures to Prevent Discrimination

To prevent unlawful discrimination, harassment, and retaliation in district employment, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and regulation, including the complaint procedures and the coordinator's contact information, by: (5 CCR 4960; 34 CFR 100.6, 106.9)
 - a. Including them in each announcement, bulletin, or application form that is used in employee recruitment
 - b. Posting them in all district schools and offices, including staff lounges and other prominent locations
 - c. Posting them on the district's web site and providing easy access to them through district-supported social media, when available

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

2. Disseminate the district's nondiscrimination policy to all employees by one or more of the following methods: (2 CCR 11023)

NONDISCRIMINATION IN EMPLOYMENT (continued)

- a. Printing and providing a copy of the policy to all employees, with an acknowledgment form for each employee to sign and return
- b. Sending the policy via email with an acknowledgment return form
- c. Posting the policy on the district intranet with a tracking system ensuring all employees have read and acknowledged receipt of the policies
- d. Discussing the policy with employees upon hire and/or during a new hire orientation session
- e. Any other way that ensures employees receive and understand the policy

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

3. Provide to employees a handbook that contains information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to anyone who feels that he/she has been the victim of any discriminatory or harassing behavior
4. Provide training to employees, volunteers, and interns regarding the district's nondiscrimination policy, including what constitutes unlawful discrimination, harassment, and retaliation and how and to whom a report of an incident should be made

Training for supervisors shall include the requirement to report any complaint of misconduct to a designated representative, such as the coordinator, human resources manager, or Superintendent or designee as a topic in the sexual harassment prevention training required pursuant to 2 CCR 11024 (2 CCR 11023)

(cf. 1240 - Volunteer Assistance)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

5. Periodically review the district's recruitment, hiring, and promotion processes and regularly monitor the terms, conditions, and privileges of employment to ensure district compliance with law
6. For any district facility where 10 percent of employees have a language other than English as their spoken language, translate the policy into every language spoken by at least 10 percent of the workforce

NONDISCRIMINATION IN EMPLOYMENT (continued)**Complaint Procedure**

Any complaint alleging unlawful discrimination or harassment shall be addressed in accordance with the following procedures:

1. **Notice and Receipt of Complaint:** A complainant may inform his/her direct supervisor, another supervisor, the coordinator, the Superintendent or, if available, a complaint hotline or an ombudsman.

The complainant may file a written complaint in accordance with this procedure, or if he/she is an employee, may first attempt to resolve the situation informally with his/her supervisor.

A supervisor or manager who has received information about an incident of discrimination or harassment, or has observed such an incident, shall report it to the coordinator, whether or not the complainant files a written complaint.

The written complaint should contain the complainant's name, the name of the individual who allegedly committed the act, a description of the incident, the date and location where the incident occurred, any witnesses who may have relevant information, other evidence of the discrimination or harassment, and any other pertinent information which may assist in investigating and resolving the complaint.

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

(cf. 4032 - Reasonable Accommodation)

2. **Investigation Process:** The coordinator shall initiate an impartial investigation of an allegation of discrimination or harassment within five business days of receiving notice of the alleged discriminatory or harassing behavior, regardless of whether a written complaint has been filed or whether the written complaint is complete.

The coordinator shall meet with the complainant to describe the district's complaint procedure and discuss the actions being sought by the complainant in response to the allegation. The coordinator shall inform the complainant that the investigation of the allegations will be fair, timely, and thorough and will be conducted in a manner that provides all parties due process and reaches reasonable conclusions based on the evidence collected. He/she shall also inform the parties that the investigation will be kept confidential to the extent possible, but that some information may be revealed as necessary to conduct an effective investigation.

(cf. 3580 - District Records)

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

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

NONDISCRIMINATION IN EMPLOYMENT (continued)

If the coordinator determines that a detailed fact-finding investigation is necessary, he/she shall begin the investigation immediately. As part of this investigation, the coordinator should interview the complainant, the person accused, and other persons who could be expected to have relevant information.

The coordinator shall track and document the progress of the investigation to ensure reasonable progress and shall inform the parties as necessary.

When necessary to carry out his/her investigation or to protect employee safety, the coordinator may discuss the complaint with the Superintendent or designee, district legal counsel, or the district's risk manager.

The coordinator also shall determine whether interim measures, such as scheduling changes, transfers, or leaves, need to be taken before the investigation is completed to ensure that further incidents are prevented. The coordinator shall ensure that such interim measures do not constitute retaliation.

3. **Written Report on Findings and Remedial/Corrective Action:** No more than 20 business days after receiving the complaint, the coordinator shall conclude the investigation and prepare a written report of his/her findings. This timeline may be extended for good cause. If an extension is needed, the coordinator shall notify the parties and explain the reasons for the extension.

The report shall include the decision and the reasons for the decision and shall summarize the steps taken during the investigation. If a determination has been made that discrimination or harassment occurred, the report also shall include any corrective action(s) that have been or will be taken to address the behavior, provide appropriate options for remedial actions and resolutions for the complainant, and ensure that retaliation or further discrimination or harassment is prevented.

The report shall be presented to the complainant, the person accused, and the Superintendent or designee.

4. **Appeal to the Governing Board:** The complainant or the person accused may appeal any findings to the Board within 10 business days of receiving the written report of the coordinator's findings. The Superintendent or designee shall provide the Board with all information presented during the investigation. Upon receiving an appeal, the Board shall schedule a hearing as soon as practicable. Any complaint against a district employee shall be addressed in closed session in accordance with law. The Board shall render its decision within 10 business days.

NONDISCRIMINATION IN EMPLOYMENT (continued)

Other Remedies

In addition to filing a discrimination or harassment complaint with the district, a person may file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:

1. To file a valid complaint with DFEH, within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960
2. To file a valid complaint directly with EEOC, within 180 days of the alleged discriminatory act(s) (42 USC 2000e-5)
3. To file a valid complaint with EEOC after first filing a complaint with DFEH, within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier (42 USC 2000e-5)

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Human Resources
Daniel Zummo, Executive Director

INITIAL: DZ
 Informational
 Action

AGENDA ITEM: SECOND READING OF REVISED BOARD POLICY AND
ADMINISTRATIVE REGULATION – 4112.2 CERTIFICATION

BACKGROUND INFORMATION:

Board Policy 4112.2 has been revised to include the requirement of possessing an intern credential to the priorities for hiring based on unavailability of credentialed teachers. Additionally, the board policy has been revised to include parental notifications regarding teacher qualifications.

Administrative Regulation 4112.2 has been revised to include the requirements of a temporary county certificate and background check. Additionally, the Administrative Regulation has been revised to include the process and procedures for requesting the teaching permit for the Temporary Permit for Statutory Leaves (TPSL).

Administration recommends approval of the first reading of the attached Board Policy and Administrative Regulation.

RECOMMENDATION:

Approve second reading and adoption of revised Board Policy and Administrative Regulation 4112.2 – Certification.

LCAP GOAL AND ACTION/SERVICE (please indicate):

N/A

Renewal New Amendment Ratify Other

Business Services Reviewed: mw

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

CERTIFICATION

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.

- (cf. 4111/4211/4311 - Recruitment and Selection)*
- (cf. 4112.21 - Interns)*
- (cf. 4112.22 - Staff Teaching English Learners)*
- (cf. 4112.23 - Special Education Staff)*
- (cf. 4112.5/4212.5/4312.5 - Criminal Record Check)*
- (cf. 4113 - Assignment)*
- (cf. 4121 - Temporary/Substitute Personnel)*
- (cf. 5148 - Child Care and Development)*
- (cf. 6178 - Career Technical Education)*
- (cf. 6200 - Adult Education)*

The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.

- (cf. 4131 - Staff Development)*
- (cf. 4131.1 - Teacher Support and Guidance)*

Priorities for Hiring Based on Unavailability of Credentialed Teacher

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher for each assignment. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)

1. A candidate who enrolls in an approved intern program in the region of the district and possesses an intern credential
2. A candidate who is scheduled to complete preliminary credential requirements within six months and who holds a provisional internship permit (PIP) or short-term staff permit issued by the CTC

The Board shall approve, as an action item at a public Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

3. An individual who holds an emergency permit or for whom a credential waiver has been granted by the CTC

CERTIFICATION (continued)

Prior to requesting that the CTC issue an emergency permit pursuant to item #3 above or a limited assignment permit which allows a fully credentialed teacher to teach outside of his/her area of certification while working toward an added or supplementary authorization, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

National Board for Professional Teaching Standards Certification

The Board encourages district teachers to voluntarily complete the requirements for the advanced certification awarded by the National Board for Professional Teaching Standards.

The Superintendent or designee shall inform all teachers about the program and how to acquire the necessary application and information materials. In accordance with the collective bargaining agreement and the district budget, the Superintendent or designee may provide release time, fee support, a stipend upon completion, or other support to teachers participating in the program.

(cf. 4161.3 - Professional Leaves)

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction

CERTIFICATION (continued)

2. Is teaching under emergency or other provisional status, through which state qualification or licensing criteria have been waived
3. Is teaching in the field of discipline of his/her certification

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)

Legal Reference:

EDUCATION CODE

8360-8370 Qualifications of child care personnel

32340-32341 Unlawful issuance of a credential

35186 Complaints regarding teacher vacancy or misassignment

44066 Limitations on certification requirements

44200-44399.1 Teacher credentialing, especially:

44250-44277 Credential types; minimum requirements

44300-44302 Emergency permit

44325-44328 District interns

44330-44355 Certificates and credentials

44420-44440 Revocation and suspension of credentials

44450-44468 University intern program

44830-44929 Employment of certificated persons; requirement of proficiency in basic skills

56060-56063 Substitute teachers in special education

CODE OF REGULATIONS, TITLE 5

80001-80674.6 Commission on Teacher Credentialing

UNITED STATES CODE, TITLE 20

6312 Title I local educational agency plans; notifications regarding teacher qualifications

CODE OF FEDERAL REGULATIONS, TITLE 34

200.61 Parent notification regarding teacher qualifications

COURT DECISIONS

Association of Mexican-American Educators et al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

CERTIFICATION (continued)

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-667 Basic Skills Requirement

CL-856 Provisional Internship Permit

CL 858 Short-Term Staff Permit

Approved Addition and Amendments to Title 5 of the California Code of Regulations Pertaining to Teaching Permit for Statutory Leave (TPSL), Coded Correspondence 16-10, August 23, 2016

Hiring Hierarchy in Education Code 44225.7, Coded Correspondence 13-01, January 30, 2013

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

WEB SITES

CSBA: <http://www.csba.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Commission on Teacher Credentialing, Credential Information Guide (for employers' use only): <http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

U.S. Department of Education: <http://www.ed.gov>

CERTIFICATION

Verification of Credentials

The Superintendent or designee shall verify that each employee in a position requiring certification qualifications possesses a valid certification document issued by the Commission on Teacher Credentialing (CTC). Such verification shall occur not later than 60 days after the commencement of employment or the renewal of a credential. (Education Code 44857)

- (cf. 4112.21 - Interns)*
- (cf. 4112.22 - Staff Teaching English Learners)*
- (cf. 4112.23 - Special Education Staff)*
- (cf. 4121 - Temporary/Substitute Personnel)*
- (cf. 5148 - Child Care and Development)*
- (cf. 6178 - Career Technical Education)*
- (cf. 6200 - Adult Education)*

The Superintendent or designee shall verify that any person who is employed by the district while his/her application for certification is being processed by the CTC possesses a temporary certificate based on a demonstration of basic skills and completion of a criminal background check. (Education Code 44332, 44332.5, 44332.6)

The Superintendent or designee shall maintain records of the appropriate certification of all employees serving in certificated positions.

- (cf. 3580 - District Records)*
- (cf. 4112.6/4212.6/4312.6 - Personnel Files)*

Basic Skills Proficiency

The district shall not initially hire a person in a position requiring certification, on a permanent, temporary, or substitute basis, unless that person has demonstrated basic skills proficiency in reading, writing, and mathematics or is specifically exempted from the requirement by law. (Education Code 44252, 44252.6, 44830)

The district may hire a certificated employee who has not taken a test of basic skills proficiency if he/she has not yet been afforded the opportunity to take the test, provided that he/she takes the test at the earliest opportunity. The employee may remain employed by the district pending the receipt of his/her test results. (Education Code 44830)

An out-of-state prepared teacher shall meet the basic skills requirement within one year of being issued a California preliminary credential by the CTC unless he/she has completed a basic skills proficiency test in another state or is otherwise exempted by law. The district shall develop a basic skills proficiency test, which shall be at least equivalent to the district test required for high school graduation, for purposes of assessing out-of-state prepared teachers pending completion of the basic skills requirement. (Education Code 44252, 44274.2; 5 CCR 80071.4, 80413.3)

CERTIFICATION (continued)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.2 - Certificate of Proficiency)

(cf. 6162.5 - High School Exit Examination)

Any person holding or applying for a "designated subjects special subjects" credential which does not require possession of a bachelor's degree shall pass a district proficiency test in lieu of meeting the state basic skills proficiency requirement. (Education Code 44252, 44830)

The district may charge a fee to cover the costs of developing, administering, and grading the district proficiency test. (Education Code 44252, 44830)

Short-Term Staff Permit

The district may request that the CTC issue a short-term staff permit (STSP) to a qualified applicant whenever there is a need to immediately fill a classroom based on unforeseen circumstances, including, but not limited to: (5 CCR 80021)

1. Enrollment adjustments requiring the addition of another teacher
2. Inability of the teacher of record to finish the school year due to approved leave or illness
3. The applicant's need for additional time to complete preservice requirements for enrollment into an approved intern program
4. Inability of the applicant to enroll in an approved intern program due to timelines or lack of space in the program
5. Unavailability of a third-year extension of an intern program or the applicant's withdrawal from an intern program

The Superintendent or designee shall ensure that the applicant possesses a bachelor's or higher degree from a regionally accredited college or university, has met the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the coursework/experience requirements specified in 5 CCR 80021 for the multiple subject, single subject, or education specialist STSP as appropriate. (5 CCR 80021)

When requesting issuance of an STSP, the Superintendent or designee shall submit to the CTC: (5 CCR 80021)

1. Verification that the district has conducted a local recruitment for the permit being requested

CERTIFICATION (continued)

2. Verification that the district has provided the permit holder with orientation to the curriculum and to instruction and classroom management techniques and has assigned a mentor teacher for the term of the permit

(cf. 4131 - Staff Development)

(cf. 4131.1 - Teacher Support and Guidance)

3. Written justification for the permit signed by the Superintendent or designee

The holder of an STSP may be assigned to provide the same service as a holder of a multiple subject, single subject, or education specialist credential in accordance with the authorizations specified on the permit. (5 CCR 80021)

Provisional Internship Permit

Before requesting that the CTC issue a provisional internship permit (PIP), the district shall conduct a diligent search for a suitable credentialed teacher or intern, including, but not limited to, distributing job announcements, contacting college and university placement centers, and advertising in print or electronic media. (5 CCR 80021.1)

(cf. 4111/4211/4311 - Recruitment and Selection)

Whenever a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may request that the CTC issue a PIP to an applicant who possesses a bachelor's or higher degree from a regionally accredited college or university, has met the basic skills proficiency requirement unless exempted by state law or regulations, and has satisfied the coursework/experience requirements specified in 5 CCR 80021.1 for the multiple subject, single subject, or education specialist PIP as appropriate. (5 CCR 80021.1)

When submitting the request for a PIP, the district shall provide verification of all of the following: (5 CCR 80021.1, 80026.5)

1. A diligent search has been conducted for a suitable credentialed teacher or suitable qualified intern as evidenced by documentation of the search.
2. Orientation, guidance, and assistance shall be provided to the permit holder as specified in 5 CCR 80026.5.

The orientation shall include, but not be limited to, an overview of the curriculum the permit holder is expected to teach and effective instruction and classroom management techniques at the permit holder's assigned level. The permit holder also shall receive guidance and assistance from an experienced educator who is a certificated district employee or a certificated retiree from a California district or county office of education and who has completed at least three years of full-time classroom teaching experience.

CERTIFICATION (continued)

3. The district shall assist the permit holder in developing a personalized plan through a district-selected assessment that would lead to subject-matter competence related to the permit.
4. The district shall assist the permit holder to seek and enroll in subject-matter training, such as workshops or seminars and site-based courses, along with training in test-taking strategies, and shall assist the permit holder in meeting the credential subject-matter competence requirement related to the permit.
5. A notice of intent to employ the applicant in the identified position has been made public.

The district shall submit a copy of the agenda item presented at a public Governing Board meeting which shall state the name of the applicant, the assignment in which the applicant will be employed including the name of the school, subject(s), and grade(s) that he/she will be teaching, and that the applicant will be employed on the basis of a PIP. The district also shall submit a signed statement from the Superintendent or designee that the agenda item was acted upon favorably.

6. The candidate has been apprised of steps to earn a credential and enroll in an intern program.

The holder of a PIP may be assigned to provide the same service as a holder of a multiple subject, single subject, or education specialist credential in accordance with the authorizations specified on the permit. (5 CCR 80021.1)

Teaching Permit for Statutory Leave

Whenever there is an anticipated need for the district to temporarily fill the teaching assignment of a teacher of record who will be on sick leave, differential sick leave, industrial accident or illness leave, pregnancy disability leave, or family care and medical leave under the federal Family and Medical Leave Act or California Family Rights Act, the Superintendent or designee may request that the CTC issue a Teaching Permit for Statutory Leave (TPSL) to a qualified individual who will be serving as the interim teacher of record. Prior to submitting an application to the CTC, the district shall provide the applicant with 45 hours of preparation in the content areas listed in 5 CCR 80022. (5 CCR 80022)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)
(cf. 4161.11/4261.11/4361.11 - Industrial Accident/Illness Leave)
(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

A request for the TPSL shall only be submitted if the district has made reasonable efforts to hire a substitute with a full teaching credential that matches the setting and subject for the statutory leave position and no such candidate is available. (5 CCR 80022)

CERTIFICATION (continued)

The district shall verify to the CTC that it will provide the interim teacher: (5 CCR 80022)

1. An orientation to the assignment before or during the first month of service in the statutory leave assignment
2. An average of two hours of mentoring, support, and/or coaching per week through a system of support coordinated and/or provided by a mentor who possesses a valid life or clear credential that would also authorize service in the statutory leave assignment
3. Lesson plans for the first four weeks of the assignment as well as continued assistance in the development of curriculum, lesson planning, and individualized education programs

The holder of the TPSL may serve as the interim teacher of record for up to the full length of the leave(s) during the school year. (5 CCR 80022)

The Superintendent or designee shall maintain documentation on the assignment in accordance with 5 CCR 80022. He/she shall annually report data on the use of the TPSL to the County Superintendent of Schools for assignment monitoring pursuant to Education Code 44258.9. (5 CCR 80022)

(cf. 4113 - Assignment)

The Superintendent or designee may annually request renewal of the TPSL, provided that no substitute with a full teaching credential is available for the assignment. The application for each reissuance shall include verification that the interim teacher has completed an additional 45 hours of preparation and the district is continuing to provide mentoring in accordance with items #2-3 above. (5 CCR 80022)

Long-Term Emergency Permits

As necessary, the Superintendent or designee may request that the CTC issue an emergency resource specialist permit, emergency teacher librarian services permit, emergency crosscultural language and academic development permit, or emergency bilingual authorization permit. (5 CCR 80024.3.1, 80024.6, 80024.7, 80024.8)

The Superintendent or designee shall provide any first-time recipient of an emergency teaching permit with an orientation which, to the extent reasonably feasible, shall occur before he/she begins a teaching assignment. The Superintendent or designee may vary the nature, content, and duration of the orientation to match the amount of training and experience previously completed by the emergency permit teacher. The orientation shall include, but not be limited to, the curriculum the teacher is expected to teach and effective techniques of classroom instruction and classroom management at the assigned grade level.

CERTIFICATION (continued)

span. The emergency permit holder also shall receive guidance and assistance from an experienced educator who is a certificated district employee or a certificated retiree from a California district or county office of education and who has completed at least three years of full-time classroom teaching experience. (5 CCR 80026.5)

(cf. 4117.14/4317.14 - Postretirement Employment)

Substitute Teaching Permits

The district may employ a person whose credential or permit authorizes substitute teaching services, provided that:

1. A person holding an emergency 30-day substitute teaching permit, STSP, PIP, TPSL, or any valid teaching or services credential that requires at least a bachelor's degree and completion of the California Basic Educational Skills Test, shall not serve as a substitute for more than 30 days for any one teacher during the school year. He/she shall not serve as a substitute in a special education classroom for more than 20 days for any one teacher during the school year. (5 CCR 80025, 80025.3, 80025.4)
2. A person with an emergency career substitute teaching permit shall not serve as a substitute for more than 60 days for any one teacher during the school year. (5 CCR 80025.1)
3. A person with an emergency substitute teaching permit for prospective teachers shall not serve as a substitute for more than 30 days for any one teacher during the school year and not more than 90 days total during the school year. (5 CCR 80025.2)
4. A person with an emergency designated subjects 30-day substitute teaching permit for career technical education shall teach only in a program of technical, trade, or vocational education and shall not serve as a substitute for more than 30 days for any one teacher during the school year. (5 CCR 80025.5)

Before employing a person with an emergency substitute permit pursuant to item #1 or 4 above, the Superintendent or designee shall prepare and keep on file a signed Statement of Need for the school year. The Statement of Need shall describe the situation or circumstances that necessitate the use of a 30-day substitute permit holder and state either that a credentialed person is not available or that the available credentialed person does not meet the district's specified employment criteria. (5 CCR 80025, 80025.5)

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: pw
 Informational
 Action

AGENDA ITEM: RESOLUTION NO. 17/18-3115

BACKGROUND INFORMATION:

Public projects contracts that exceed \$15,000 in cost have traditionally been awarded by the District through the formal bidding process as outlined in Public Contract Code Section 20111. However, another option exists for award of public projects by public agencies for expenditures up to \$175,000.

The California Uniform Public Construction Cost Accounting Act (CUPCCAA) was created to promote the uniformity of cost accounting standards and streamlined the bidding procedures on construction work performed or contracted by public entities in California. The Act raises the formal bid thresholds for public entities to \$175,000 and sets forth specific informal and formal bidding procedures. This means that a public entity that has affirmatively adopted the Act can use "informal bidding procedures," as defined by the Act, to award public projects between \$45,000 and \$175,000. The only contracts that can be awarded under this Act are public projects and not maintenance work, as defined in Public Contract Code Section 22002.

1. Public projects of \$45,000 or less may be performed by negotiated contract or by purchase order.
2. Public projects of \$175,000 or less may be let to contract by the informal procedures set forth in the Act.
3. Public projects of more than \$175,000 shall be let to contract by formal bidding procedures.

RECOMMENDATION:

Adopt Resolution No. 17/18-3115 authorizing election under Public Contract Code Section 22030 to become subject to the California Uniform Public Construction Cost Accounting Act (CUPCCAA).

LCAP GOAL AND ACTION/SERVICE (please indicate):

| | | | | | |
|----------------------------------|--|------------------------------------|---------------------------------|--------------------------------|--|
| <input type="checkbox"/> Renewal | <input checked="" type="checkbox"/> New | <input type="checkbox"/> Amendment | <input type="checkbox"/> Ratify | <input type="checkbox"/> Other | Business Services Reviewed: <u>pw</u> |
| Financial Implications? | Are funds for this item available in the 2017-2018 Budget? | | | | Requisition # |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | <input type="text"/> |
| <input type="text" value="N/A"/> | <input type="text" value="N/A"/> | | | | <input type="text" value="--"/> |
| (Amount) | (Name of funding source and/or location) | | | | (Funding account number) |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT

RESOLUTION NO. 17/18-3115

RESOLUTION OF THE GOVERNING BOARD AUTHORIZING ELECTION UNDER PUBLIC CONTRACT CODE SECTION 22030 TO BECOME SUBJECT TO THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

ON MOTION OF Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, prior to the passage of Assembly Bill No. 1666, Chap. 1054, Stats. 1983, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

WHEREAS, Public Contract Code Section 22000 et seq., the Uniform Public Construction Cost Accounting Act, establishes such a uniform cost accounting standard; and

WHEREAS, the Commission established under the Act has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in the contracting for construction of public projects; and

WHEREAS, the San Ysidro School District desires to elect and become subject to Uniform Public Construction Cost Accounting Procedures for the purpose of awarding public project contracts as appropriate under these procedures; and

WHEREAS, the San Ysidro School District finds that utilizing the procedures outlined by the Uniform Public Construction Cost Accounting Act may save administrative time and expense and will be in the best interest of the District; and

NOW THEREFORE BE IT RESOLVED, ORDERED, AND DECLARED that this Board finds that utilizing the procedures outlined by the Uniform Public Construction Cost Accounting Act may save administrative time and expense and will be in the best interest of the District; and

BE IT FURTHER RESOLVED, ORDERED, AND DECLARED that the Governing Board of the San Ysidro School District hereby elects under Public Contract Code Section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and to the Commission’s policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended, and directs that the Assistant Superintendent, Business Services, and the Director, Purchasing, notify the State Controller forthwith of this election.

PASSED AND ADOPTED by the Governing Board of the San Ysidro School District at San Ysidro, California, on this 8th day of February, 2018 by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Marcos A. Diaz, Clerk of the Governing Board of the San Ysidro School District of San Ysidro, California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said Board at the regular meeting thereof at the time and place of vote stated, which resolution is on file and of record in the office of said Board.

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE:

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Department/School Name
Name of Administrator or Principal

INITIAL: MLW
 Informational
 Action

AGENDA ITEM: STUDENTS WITH DISABILITIES CSBA GOVERNANCE BRIEF

BACKGROUND INFORMATION:

More than 754,000 students with disabilities received special education services in California during the 2016-17 school year. School Board Members are responsible for ensuring that their local educational agencies provide appropriate educational opportunities for these students.

In a desire to keep the Board informed and up to date regarding special education requirements and guidelines, the attached CSBA Governance Brief provides special education background information.

The District is currently working with the San Diego County Office of Education (SDCOE) to provide support and training for the Acting Director. The District is in discussions with the SDCOE to obtain additional support until a permanent Director is appointed.

RECOMMENDATION:

Information only.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal: Student Achievement

Action/Service: Continue to provide site and/or district based academic intervention programs to service the district subgroups (i.e. English Learners, Low Income, Student with Disabilities, etc.) and educationally disadvantaged students in program improvement schools. Personnel (e.g. instructional aides) may be hired to support in-class interventions for all student subgroups and educationally disadvantaged students at all school sites.

Renewal New Amendment Ratify Other

Business Services Reviewed: *m*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

TBD

(Amount)

TBD

(Name of funding source and/or location)

--

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

Superintendent's Office Certification:

12.13

Page 1 of 8

Governance Brief

Students with Disabilities: Their Education and the Law

by Mary Cichy Grady, Maureen O'Leary Burness, and Geri F. West

Introduction

More than 754,000 students with disabilities (from birth through age 21) received special education services in California during the 2016–17 school year.¹ These individuals have significant potential, and schools are providing a vital service to their communities and their country by ensuring that students receive a rigorous education and develop socially, emotionally, and intellectually to their fullest capacity.

School board members are responsible for ensuring that their districts and county offices of education (collectively known as local educational agencies or LEAs) provide appropriate educational opportunities for students with disabilities. This brief—excerpted from a comprehensive CSBA report (forthcoming)—is intended to give board members an overview of the history and requirements of special education to help guide their governance decisions related to special education issues.

This brief begins with a short history of special education in the United States. It then explains the laws that govern the provision of special education and related services for children and youth with disabilities, and the mandates and requirements included in those laws—in particular, the Individuals with Disabilities Education Act (IDEA).

Given the complexity of the legal issues, the information included in this brief is not exhaustive and does not constitute legal advice. Board members should consult with legal counsel for specific guidance. The full report will include reference to laws guiding special education in addition to IDEA, which is the principal legal focus of this brief.

What You'll Find in this Brief:

- » The evolution of the Individuals with Disabilities Education Act
- » The overall legal requirements that IDEA places on local educational agencies
- » Details and definitions under Parts B, C, and D of IDEA
- » What these requirements mean in the school context

Background

Early in United States history, there were no federal mandates or guidelines for how to educate children with disabilities. But there were always parents, teachers, and other professionals (such as physicians) who recognized that these children were capable of learning.

In the second half of the 1900s, parents of children with disabilities organized locally and advocated nationally for consistent and equal treatment for their children. At the same time, a growing interest in the rights of women and in racial equality provided a context, language, and momentum for these parents—and their advocacy efforts on behalf of children with disabilities were absorbed into the civil rights movement.²

The Individuals with Disabilities Education Act

Two landmark district court rulings in 1972 guaranteed the rights of children with disabilities to an education: *Pennsylvania Association for Retarded Citizens (PARC) v. Commonwealth of Pennsylvania* and *Mills v. Board of Education of District of Columbia*. These cases secured important legal precedence for protecting the educational rights of children with disabilities.

Three years later, in 1975, President Gerald Ford signed into law the Education for All Handicapped Children Act, also known as Public Law 94-142. The law's original intent was (a) to ensure the rights of students with disabilities to a public education and (b) to provide resources to help states deliver on this right. The law's authors understood that it would cost more to educate children who are blind, for example, because they would need such accommodations as books in Braille, special instruction in learning to read Braille, and mobility support.

What the law fundamentally intended still stands: public schools must provide children with disabilities with the proper supports, services, and accommodations to ensure these students have the same access to education as their non-disabled peers.

Schools are also required to provide this education in the least restrictive environment (LRE), which means that a student who has a disability should have the opportunity to be educated with peers without disabilities to the greatest extent appropriate.

The Evolution of IDEA: From Access to Meaningful Benefit

PL 94-142 was amended in 1986 (PL 99-457), expanding the rights of children with disabilities by requiring states to provide programs and services to children from birth to age 3. It was again amended as the Individuals with Disabilities Education Act in 1997, and then once more as the Individuals with Disabilities Education Improvement Act of 2004.³

These two reauthorizations changed the focus of the law from a basic assurance of "access" to a more challenging insistence on "meaningful benefit" for students with disabilities, partly in response to persistently poor post-school outcomes. Teachers and school administrators now needed to "look to the general education curriculum as the standard for all; focus on improved outcomes for students with disabilities and not just on process; [and] support students with disabilities to obtain results in elementary and secondary school as well as access to postsecondary education and employment."⁴

Four Principal Parts of the Law

The 1997 reauthorization and the 2004 expansion of IDEA maintained the law's original intent: that students with disabilities were guaranteed an individually designed educational program that would allow them to learn in the least restrictive environment possible. The fundamental principles and parts of that law still stand:

Part A establishes the purpose of IDEA: "to ensure that all children with disabilities have available to them a free and appropriate public education that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living" (20 U.S.C 1400 § [d][1][A]). Part A also includes definitions of important terms.

Part B mandates certain activities in exchange for federal IDEA money. Any entity responsible for educating children and youth (e.g., school districts, county offices of education, direct-funded charter schools, and Special Education Local Plan Areas [SELPA]) must educate students with disabilities from ages 3 through 21 (or until they graduate from high school with a regular diploma, if that happens first). Part B also spells out the guidelines for that education (see details below).

Part C establishes guidelines for providing services to children from birth to 3 years of age and their families. These services—known as Early Start in California—include an evaluation for the presence of a disability and support for the child and the child's family through a variety of developmentally appropriate early intervention services in response to the disability or to a developmental delay. Parents are granted legal due process for these rights. Part C also charts steps to support children and families in transitioning into Part B services when the children who are receiving services turn 3 years old.

Part D describes grants, programs, and activities to improve educational outcomes for students with disabilities and their families. These include parent centers that offer training and resources that make it possible for parents and family members to better support the educational needs of their children in collaboration with educators. Other activities involve professional development grants and projects to support the ongoing education of administrators, teachers, and other school staff. Additional programs under Part D are designed to support students with disabilities to successfully transition to adult life and independent living.

The Major IDEA Requirements: Part B

Six major requirements in Part B of IDEA shape the “what” and “how” of special education in public schools:

1. Free, Appropriate Public Education

The requirement of a free, appropriate public education (FAPE) means that a child or youth with a disability will receive an education designed to meet his or her individual needs to the same extent that the educational needs of a student without a disability are met, through whatever special services, accommodations, or modifications the child needs to access that education. These supports are written into a plan that is executed through the child’s Individualized Education Program (IEP). They can include such things as adaptive hearing equipment, speech and language services, or carefully scaffolded learning plans⁵ if a child has a learning disability. FAPE may also include free transportation to and from school, which could require an LEA to provide a specially equipped bus that can load a wheelchair, for example (a more detailed discussion of special education finance will be addressed within CSBA’s forthcoming full report).

2. Assessment

A school must assess a child for the presence of a disability at the request of a parent who has a reasonable suspicion that a disability is keeping the child from making appropriate progress in school. Schools also have the responsibility to help parents make that request. A school also must assess a child if a teacher or school staff member has reason to believe that a child has an undiagnosed disability and the child’s parents give their permission. Only after this initial evaluation, which determines eligibility for special education, and only with parental consent, can any special education and related service be provided to the child.

This initial assessment also gathers information about the child’s strengths and any specific educational needs the child may have. When an assessment confirms a disability, this information is then used to design an IEP and guide the child’s placement (see next section).

As with all effective assessments, assessment for special education services is not a “one-and-done” event. Schools must assess and then reassess all students with a disability—those who enter school with a disability and those who are diagnosed after they have been in school—at least every 3 years. These assessments should answer two central questions: Have the child’s needs, abilities, or learning difficulties changed since the initial assessment? Are the educational supports and services appropriate for the child’s current needs?

3. Individualized Education Program (IEP)

An IEP starts with a formal plan that establishes reasonable learning goals for a child with a disability and specifies the services the school district will provide to help the child achieve these goals. Key people in a child’s school life make up the IEP team that creates this plan. These people include, at a minimum, the child’s parents; regular education teacher (if applicable); a special education teacher or service provider; an appropriately qualified representative of the LEA (school district or county); an individual who can interpret the instructional implications of evaluation results; other individuals who have knowledge or special expertise regarding the child, including related services personnel as appropriate (at the discretion of the parent or the agency); and, whenever possible, the child with the disability.

After a formal plan is created, the team must meet annually and revise the IEP plan according to the progress the student is making toward the specified goals. Ideally, the student who is the subject of the plan will attend and participate in the IEP meeting. This participation helps to ensure that the IEP is student-centered,⁶ which is particularly important as the team begins planning for the student’s transition to adult living. Transition planning is a legal requirement, and formal transition plans must be in place by the time the student turns 16 years old.

4. Least Restrictive Environment

The requirement of educating a child in the “least restrictive environment” (LRE) means that students with disabilities should, to the maximum extent appropriate, be educated with children who are not disabled, and only removed from the general education environment when the nature or severity of the child’s disability is such that education in the general education classes with the use of additional services cannot be achieved satisfactorily. This allows students with disabilities, when appropriate, to be educated in the classroom or learning setting where they are most likely to thrive academically, emotionally, and socially. Determining LRE requires careful judgment, insight, and understanding on the part of the IEP team members. It is important for LEAs to make available a continuum of placements and services so that parents and educators can fully respond to the growth and progress of each student, and the IEP can serve as a living vehicle for delivering a truly individualized education.

5. Parental Involvement

The legislators who crafted IDEA understood that parents and family members know their children best and can give schools important information about their children’s strengths, weaknesses, and developmental

along with insight into family factors that may affect a child’s learning. As a result, the law mandates the meaningful involvement of parents and family members and their full participation in all decisions that affect their child’s education. The school must have the consent of students’ parents or guardians in order to assess their eligibility for special education services, as well as to provide these services.

6. Due Process

IDEA mandates that states safeguard—and schools follow—certain procedures when:

- » Assessing students with disabilities
- » Determining their eligibility for special education services
- » Ensuring appropriate educational placements, supports, and services for special education
- » Handling potential disputes

These legal protections are provided for parents, children and youth with disabilities, or anyone else who believes that a student’s special education rights have been violated; this is called their “due process”—essentially the processes that the law has put in place to address possible violations of a student’s rights to a public education and to special services and supports.

Due process includes complaint procedures, mediation, and other complaint-resolution strategies. IDEA established these mechanisms to help parents and school personnel find agreement when people—parents, teachers, school administrators, services providers, or other members of a student’s IEP team—disagree over the contents or implementation of the IEP.

Part C: Early Start and Child Find

Research has confirmed the value of early intervention to address the effects of disabilities. The Early Start intervention and Child Find mandates in Part C of IDEA reflect a commitment to this benefit.

The Child Find requirement involves maintaining “a system of notices, outreach efforts, staff training, and referral processes designed to ascertain when there are reasonable grounds to suspect disability and the potential need for special education services.”⁷ This obligation exists even if an LEA is not providing the special services for the child.⁸ The LEA is always responsible for ensuring that each child

California’s Story

Early in its history, California established schools and day classes for the deaf in 1867, for the blind in 1897, and speech and language programs in 1916. In some places, the state offered classes for children who needed “remedial” support (early efforts to address children with learning disabilities) and those with developmental disabilities (1921). In 1927, the state passed a law to reimburse participating schools for the costs of providing specialized education. These programs were considered “permissive” rather than required.

In the 1960s, parents, teachers, agencies, and interested citizens throughout the state were creating more schools and programs for children with disabilities. As the number of these efforts grew, the California Department of Education recognized the need to provide consistency and oversight to the expanding and disparate efforts. In 1947, the state established the Bureau of Special Education, now the Special Education Division.

California was among the earliest states to provide specialized supports for infants, toddlers, and preschoolers with disabilities. The Handicapped Children’s Early Education Program was created in 1968, with a mandate to set up model demonstration projects for delivering special education to young children with disabilities from birth to third grade. California created a model statewide, research-based training program (Personnel Development for Infant-Preschool Programs), which guided several demonstration projects and influenced school districts across the state.

These early efforts set a standard of high quality and collaboration that continues to influence special education in California today.

with a disability within its jurisdiction is accurately identified and ultimately receives appropriate services and education.

Infants and toddlers change and develop rapidly. Thus, the evaluation, identification, and service-delivery mechanisms for very young children with a developmental delay or disability are different from those provided for older children. Early Start provides services that are primarily family focused, while Part B’s services are more child and

education focused and begin when the child turns 3 years old. Additionally, eligibility criteria are different for Part C and Part B. Before children who receive services turn 3 years old, they are reassessed to determine their continued eligibility for special education using the Part B criteria.

Because of these differences, IDEA encourages all people and organizations involved on either side of a child's transition from Part C to Part B services to carefully plan together so that the change in services is as seamless as possible. In California, the Department of Developmental Services (via regional center staff at the local level)⁹ and the California Department of Education (via public school staff) are responsible for ensuring the success of this transition, with the planning to begin no later than three months before a child's 3rd birthday.

The Requirements in Context

A child who enters school with a confirmed disability will most likely have been receiving services from Early Start (Part C) providers. Parents or guardians and educators will have developed a plan to transition the child from Early Start services to Part B (LEA) services at age 3. If the child has not been receiving Early Start services, parents will sign an assessment plan—and the process begins at step 3 (below).

Children and youth who are identified as having a disability enter the special education system through the following process:

1. When a child is struggling and not making educational progress, a teacher, parent, or legal guardian can request that the child be referred to the school's Child Study Team or Student Support Team¹⁰ to gather information and develop a plan of strategies for helping the child be more successful.
2. If the strategies do not result in the child's reasonable progress, the team may recommend a referral for an evaluation to determine if a disability is the cause. At any point, a parent can formally request this evaluation. IDEA gives the school district the unequivocal responsibility to recommend an evaluation if there is "a suspected disability."
3. When the parent consents to (or requests) this evaluation, the school staff develops an assessment plan, and an IEP meeting is scheduled. The timeline must adhere to legal guidelines outlined within the law.

4. If the evaluation confirms the presence of a disability *and* the child's need for specialized services or supports, an IEP plan is developed and the process of providing the child with special education begins. Once the IEP plan is developed and in parents' hands, parents have 30 days to respond—either approving it or requesting changes.
5. Once approved, the IEP plan is implemented and revisited at least yearly to evaluate the child's progress; adjust goals based on that progress and on any new or resolved needs; and ensure that supports, modifications, accommodations, and services (i.e., the special education) are appropriate, in place, and contributing to the child's learning and school progress.
6. Schools must report on the progress the child is making toward his or her goals at each of the reporting periods¹¹ in the general education calendar.

California Law and Federal Law

When federal laws are reauthorized, California's legislature commonly adjusts its statutes and regulations to align with any new or revised federal law and regulations. After the most recent reauthorization of IDEA, California introduced legislation to ensure that its Education Code aligned with the federal law, making such changes as removing the terms "functional analysis assessment" and "mental retardation" (replacing the latter with "intellectual disabilities") and updating the definition of "autism" and the regulations governing extended school year services.¹² California's legal requirements for educating students with disabilities are written into the state's statutes and Code of Regulations¹³ and support the requirements of IDEA.

Conclusion

The rights of children with disabilities to receive an education have evolved out of long-fought legal battles. Generations have struggled over what is the morally correct thing to do within the framework of a democracy. The purpose of the legislation that resulted from this struggle—IDEA—is to ensure not just access to instruction but educational *benefit* from that instruction.

Laws typically provide only the floor of rights and services. School board members can create a higher ceiling of opportunity so that these students enter adult life with experiences of success and a vision of themselves as capable, contributing citizens—agents of their lives and active in the world.

Guiding Questions for School Board Members

- » What does authentic parent involvement in an IEP look like? Do IEPs in our schools include the students with disabilities themselves? How well are the students with disabilities included in the meetings? Do any of our students with disabilities ever run their own IEP meetings?
- » What kinds of complaints related to special education does our district receive? What can we do to address them before they happen?
- » What are our plans for coordinating services and supports for toddlers with disabilities who are entering our preschool programs? Are they going from a least restrictive environment to one that is more restrictive? Do we have less restrictive options, such as providing speech therapy to a child in his or her classroom?
- » What are our responsibilities to students who have reading and other learning disabilities? Do we have a strong early reading curriculum that addresses the different ways individuals learn?
- » How do we include parents of children with disabilities in our LCAP development process?
- » How do we assess English learners with regard to special education and ensure the provision of language instruction in addition to other education programs and services? How well do we include a student's non-English speaking parents or guardians in the development, and understanding, of assessment plans and IEPs?

Additional Resources

- » **Individuals with Disabilities Education Act.** <http://idea.ed.gov>
- » **Center for Appropriate Dispute Resolution in Special Education.** (2014). *IDEA Special Education. Due Process/ Complaints Hearing Requests.* <http://bit.ly/2glnwjx>
- » **Disability Rights Education & Defense Fund (DREDF).** A national civil rights law and policy center directed by individuals with disabilities and families who have children with disabilities. <https://dredf.org>
- » **Overview of Special Education in California.** (2013). Legislative Analyst's Office. <http://bit.ly/1vuvAi>
- » **Parent Training and Information Centers in California** <http://bit.ly/2xwIXPM>
- » **Preparing for Transition from Early Intervention to an Individualized Education Program. PACER Center ACTION Information Sheets.** <http://www.pacer.org/parent/php/php-c158.pdf>
- » **Wright's Law.** A comprehensive website about special education law and advocacy that features thousands of articles, special education news, and free resources for educators and families. <http://www.wrightslaw.com>

Endnotes

- 1 Retrieved from California Department of Education Dataquest website in July, 2017 at <http://dq.cde.ca.gov/dataquest/SpecEd/SpecEd1.asp?cChoice=SpecEd1&cYear=2016-17&cLevel=State&cTopic=SpecEd&myTimeFrame=S&submit1=Submit&ReptCycle=December>
- 2 The *Brown v. Board of Education of Topeka* Supreme Court Case ruling in 1954 outlawed any categorical exclusion or separation of children in public schools.
- 3 For simplicity, this document will henceforth refer to all iterations of this law as IDEA.
- 4 Stodden, R. (2011). *Special education within the context of general education: Roles for all educators.* The Special EDge, 24(3), p. 1. California Department of Education.
- 5 For more about scaffolding, see "What is instructional scaffolding?" from the IRIS Center at <http://bit.ly/2w7vbOS>
- 6 For more about student-centered IEPs, see "Students Get Involved!" at <http://www.parentcenterhub.org/student-involvement/>
- 7 Martin, J. (n.d.). "Legal implications of response to intervention and special education identification." RTI Action Network. Retrieved from <http://bit.ly/1sRYuA1>
- 8 "Early intervention services are individually determined for each eligible infant or toddler and are provided, purchased, or arranged by a regional center or local education agency. Local education agencies are primarily responsible for services for infants with vision, hearing, and severe orthopedic impairments, including any combination of these solely low incidence disabilities. Regional centers are responsible for services for all other children eligible for Early Start. Family resource centers that receive Early Start funding provide parent-to-parent support, information, and referral for all families." From "Facts at a Glance: California Early Start," by the California Department of Developmental Services. Retrieved from http://www.dds.ca.gov/EarlyStart/docs/EarlyStart_InformationPacket.pdf
- 9 Regional centers are private, nonprofit corporations that provide or coordinate services and supports for individuals with developmental disabilities through contracts the California Department of Developmental Services. Their offices are spread throughout the state so that they are available to help individuals and their family members find and access services. For more information, see <http://www.dds.ca.gov/RC/index.cfm>

- 10 Sacramento City Unified School District. (2015). Student study team best practices manual. (2015). Retrieved from http://www.scusd.edu/sites/main/files/file-attachments/sst_best_practices_manual.pdf
- 11 The language of IDEA reads: “concurrent with the issuance of report cards” [300.320(a)(3)].
- 12 See, for example, Assembly Committee on Judiciary, April 20, 2012, at <http://bit.ly/2xzjPYl>
- 13 The California Code of Regulations: Title 5, Division 1, Chapter 3, Individuals with Exceptional Needs, sections 3000–3100. Retrieved from <http://bit.ly/1pw3X8Q>

Mary C. Grady is the editor of The EDge newsletter, a publication of the California Department of Education, Special Education Division.

Maureen O’Leary Burness was Co-Executive Director of the California Statewide Special Education Task Force, and is a Special Education Consultant.

Geri F. West, MA, was Executive Director of the Mendocino County SELPA, and is an Educational Consultant in the areas of Special Education and Early Childhood Education.

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL: *MC*
 Informational
 Action

AGENDA ITEM: COMPREHENSIVE SCHOOL SITE SAFETY PLANS

BACKGROUND INFORMATION:

Education Code Sections 32280-32289 establishes that each school district is responsible for the overall development of all comprehensive school safety plans for its schools operating kindergarten or any of grades 1 to 12, inclusive. Each school shall review, update, and adopt its comprehensive school safety plan by March 1st of each school year.

In order to ensure compliance with the article, each school shall forward its comprehensive school safety plan to the District for approval.

Comprehensive School Safety Plans – Under Separate Cover

RECOMMENDATION:

Approve the Comprehensive School Site Safety Plans for the 2017-18 school year.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 2 Safety, climate, and student engagement - Action 2.3 Review and revise safety plans for district and site needs.

| | | | | | |
|---|--|---|---------------------------------|--------------------------------|--|
| <input type="checkbox"/> Renewal | <input checked="" type="checkbox"/> New | <input type="checkbox"/> Amendment | <input type="checkbox"/> Ratify | <input type="checkbox"/> Other | Business Services Reviewed: <i>pd</i> |
| Financial Implications? | Are funds for this item available in the 2017-2018 Budget? | Requisition # | | | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | |
| N/A <small>(Amount)</small> | N/A <small>(Name of funding source and/or location)</small> | -- <small>(Funding account number)</small> | | | |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT GOVERNING BOARD AGENDA

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Educational Services
Manuela Colom, Executive Director

INITIAL: 
 Informational
 Action

AGENDA ITEM: FIELD TRIP TO SAN YSIDRO HIGH SCHOOL'S PERFORMING ARTS CENTER

BACKGROUND INFORMATION:

The Principals at Vista Del Mar and San Ysidro Middle Schools are requesting approval for all 8th grade students and teachers to attend the play of "Willy Wonka & The Chocolate Factory" at the San Ysidro High School's Performing Arts Center. This is a musical play that will give the students the opportunity to be exposed to visual and performing arts.

Approximately 182 students from Vista Del Mar and 350 from San Ysidro Middle School and their teachers will be attending this event and will be transported to and from SYHS by bus on the following dates:

- Vista Del Mar Middle School: April 25, 2018
- San Ysidro Middle School: April 26, 2018

RECOMMENDATION:

Approve the field trip to the San Ysidro High School's Performing Arts Center for 8th grade students and teachers from Vista Del Mar and San Ysidro Middle Schools on April 25-26, 2018 at an estimated cost of \$1,350.00 from the General fund for transportation services.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 1 Student Achievement - Action 1.9 College and Career Readiness and 21st Century Learning: Continue to provide a rigorous course of study to prepare students to enter high school. Middle schools will provide programs such as Project Lead the Way and AVID. In addition, middle schools will offer electives such as Spanish, etc, and programs such as Gifted and Talented Education (GATE). These programs promote equal access for all students.

Renewal New Amendment Ratify Other

Business Services Reviewed: 

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

\$1,350.00
(Amount)

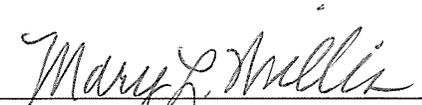
General Fund
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

13A.2
Page 1 of 1


 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL *MC*
 Informational
 Action

AGENDA ITEM: PROPOSED MIDDLE SCHOOL COURSE ELECTIVES FOR THE
2018-19 SCHOOL YEAR

BACKGROUND INFORMATION:

Enrichment and exploration are an important part of San Ysidro Middle and Vista Del Mar Middle Schools' Curriculum. Students are required to successfully complete an elective course each year. Elective courses go beyond the core course curriculum to provide students an opportunity to explore areas such as the Visual and Performing Arts (VAPA), Computer Science and Technology or Leadership.

The following are the elective courses offered at both Middle Schools:

- Advancement Via Individual Determination (AVID)
- Associated Student Body (ASB)
- Journalism/Creative Writing I
- Project Lead the Way (PLTW) -- Computer Science I/II
- Band - Beginner/Intermediate
- Leadership
- Art I
- Drama II
- Mariachi
- Spanish

RECOMMENDATION:

Information only.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 1 Student Achievement - Action 1.9 College and Career Readiness and 21st Century Learning: Continue to provide a rigorous course of study to prepare students to enter high school. Middle schools will provide programs such as Project Lead the Way and AVID. In addition, middle schools will offer electives such as Spanish, etc, and programs such as Gifted and Talented Education (GATE). These programs promote equal access for all students.

| | | |
|---|--|---|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Ratify <input type="checkbox"/> Other | Business Services Reviewed: <i>W</i> | Requisition # <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| Financial Implications? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Are funds for this item available in the 2017-2018 Budget? <input type="checkbox"/> Yes <input type="checkbox"/> No | <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| <div style="border: 1px solid black; padding: 2px; text-align: center;">N/A</div> (Amount) | <div style="border: 1px solid black; padding: 2px; text-align: center;">N/A</div> (Name of funding source and/or location) | <div style="border: 1px solid black; padding: 2px; text-align: center;">--</div> (Funding account number) |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

San Ysidro School District

2018 – 2019

San Ysidro Middle School (SYMS)
Vista del Mar Middle School (VDM)

Proposed Course Booklet



SYMS/VDM Administration

Roberto Carrillo, SYMS Principal
Marlo Vazquez, SYMS Assistant Principal
Maria C. Rodriguez, VDM Principal

SYMS/VDM Counselors

Sylvia Robledo, SYMS Academic Counselor
Dalia Gonzalez Garcia, SYMS Academic Counselor
Marisela Gonzalez, SYMS Outreach Consultant
Rafael Estrada, SYMS Outreach Consultant
Lupita Garcia, VDM Academic Counselor
Nirvana Bustos, VDM Outreach Consultant

San Ysidro School District Middle School Academic Programs

Core Coursework:

Students are required to successfully complete specific courses for promotion from San Ysidro Middle School. There are five required courses that are taken during both the seventh and eighth grade year. The core courses are: **English Language Arts, Mathematics, Social Science (History), Science, and Physical Education (PE)**. In California, the State Board of Education decides the educational standards for each of these core courses. The standards describe what students should know and be able to do in each subject in each grade.

Elective Coursework:

Enrichment and exploration are an important part of San Ysidro Middle and Vista Del Mar Middle Schools' Curriculum. Students are required to successfully complete an elective course each year. Elective courses go beyond the core course curriculum to provide students an opportunity to explore areas such as the Visual and Performing Arts (VAPA), Computer Science and Technology or Leadership.

The following are the elective courses offered at both Middle Schools.

COLLEGE CAREER READINESS and LEADERSHIP

AVID—Advancement Via Individual Determination

AVID is offered as an elective course to provide students with specific support to help them learn academic skills to prepare for college. Students are supported in their rigorous coursework, by learning organizational and study skills, develop critical thinking, learn to ask probing questions, receive academic help from peers and college tutors, and participate in enrichment and motivational activities to make their college dreams reality.

| AVID - Number of Sections by School | |
|-------------------------------------|---|
| SYMS | 3 |
| VDM | 2 |

Associated Student Body (ASB)

The ASB (Associated Student Body) is here to help support the students of San Ysidro. In this class, you will be able to learn and apply leadership, community and school enrichment. Our goal is to support instruction by helping develop a learning environment that is engaging, fun and spirit oriented. Our ASB is In charge of selling many items including PE clothes, yearbooks, school supplies, and lunchtime snacks. We support the San Ysidro student body through awards, incentives, celebrations, assemblies, activities, and more.

| ASB - Number of Sections by School | |
|------------------------------------|---|
| SYMS | 3 |
| VDM | 2 |

ENRICHMENT OFFERINGS

Journalism/Creative Writing I

Journalism is a year-long elective course for 7/8th grade students. The journalism class is dedicated to the craft of writing, editing, and documenting news for San Ysidro. Students will be responsible for the production of a school newspaper and work also with the SYMS Live video broadcast.

| Journalism I - Number of Sections by School | |
|--|---|
| SYMS | 0 |
| VDM | 1 |

Journalism II (Yearbook/Publishing)

Yearbook is a year-long course that is journalistic in nature and allows students to participate in the production of a large finished product, yearbook. In class, students compose, construct, and edit all elements of computerized text layout, graphic art, and digital photography. Students work on many clerical operations, make announcements, maintain signs, conduct student polls, take photos, and write articles. The course in turn covers many of the content standards and objectives encountered in English courses.

Leadership

Are you interested in becoming a leader in your community in order to inspire others? The overall objective of the course is to facilitate learners in the process of being effective leaders, who support their educational community. Through this class you develop leadership skills for today and the future, promote good citizenship, use technology, develop and present resources for the student body, prepare students for the workforce and utilize project-based learning to promote leadership school-wide.

| Leadership - Number of Sections by School | |
|--|---|
| SYMS | 2 |
| VDM | 0 |

STEM OFFERINGS

Technology/Genius Bar

Students in the Genius Bar elective course learn to use and subsequently teach others to use technologies within the school, such as computers and chromebooks and their related programs and/or technology apps. These students also create presentations to train others, showcase school initiatives, and provide information for the school community at large.

Project Lead the Way (PLTW) -- Computer Science I/II

Students in this elective computer science course work in teams to learn to create apps for mobile devices. They explore the impact of computing in society and build skills in digital citizenship and cyber security. Beyond learning the fundamentals of programming, students build computational thinking skills by applying computer science to collaboration tools, modeling and simulation, and data analysis.

| Computer Science I/II - Number of Sections by School | |
|---|-----|
| SYMS | 4/1 |
| VDM | 4 |

13A.3

Project Lead the Way -- Automation and Robotics

Students learn about the history and impact of automation and robotics as they explore mechanical systems, energy transfer, machine automation, and computer control systems. Using the VEX Robotics® platform, students apply what they know to design and program traffic lights, robotic arms, and more.

VAPA OFFERINGS

Art I

In this introductory class you will be exposed to all facets of Visual Art including the history, cultural significance, criticism, as well as production of art. You will create original works of art at the same time you will develop the confidence to express yourselves through art.

| Art I - Number of Sections by School | |
|---|---|
| SYMS | 5 |
| VDM | 5 |

Art II

In this class you will continue to be exposed to a broader Visual Art history, cultural significance, criticism, of more complex art. You will create more complex original works of art. Advanced students will be challenged to take risks with their art in order to improve technique. You will participate in exposing your art in school and/or community events. You will also learn how to critique both positive and negative aspects of art in a civil environment.

DRAMA

Drama I Readers Theater (Semester Elective)

Course description in the works.

Drama II

Drama class is a year-long elective course for 7th/8th grade students offering the fundamentals of acting as the actor uses his voice, mind, and body, through the utilization of exercises, games and dance, through which the students develop ensemble and individual performance skills. Students understand basics of auditioning and participate in various performances including the end of the year school play, either in an acting or supportive role, or in stage crew capacity. You will also learn how to write screenplays and develop plays.

| Drama - Number of Sections by School | |
|---|---|
| SYMS | 1 |
| VDM | 0 |

MUSIC (Not offered at VDM)

Band (Beginner/Intermediate)

Beginner

For students who have never played an instrument. Introduction to instrumental technique, music theory, rhythm, notation, and aural skills. You will learn and be exposed to the wind and percussion groups (flute, clarinet, alto saxophone, tenor saxophone, trumpet, French horn, trombone, tuba, percussion). Along performing at 2 concerts per semester (possible additional events). Promotion to Intermediate Band with adequate progress.

| Beginner Band - Number of Sections by School | |
|--|---|
| SYMS | 2 |
| VDM | 0 |

Intermediate

This class is designed for students who have at least one year experience playing an instrument. The following instruments will be available; wind and percussion groups (flute, clarinet, alto saxophone, tenor saxophone, trumpet, French horn, trombone, tuba, percussion). Continued instruction in instrumental technique, music theory, rhythm, notation, and aural skills. You will perform in 2 concerts per semester, as well as additional events as appropriate. The course will teach both concert and marching band technique as well.

Choir – Not at either site

The Choral Music program is designed to enhance the musical, creative and expressive qualities of all students. Musical opportunities are provided for every child to learn the basic skills of singing, playing and reading music, developing song repertoire, broadening listening skills and experiencing the interrelated nature of music with other cultures and content areas.

Strings/Mariachi

This class is for students who have never played an instrument from the string/guitar groups (violin, viola, cello, double bass and guitar). This class will give you an introduction to instrumental technique, music theory, rhythm, notation, and aural skills. You will learn to read sheet music. Students will perform at 2 concerts per semester, as well as additional events as appropriate. Students who make adequate progress will be promoted to the mariachi class.

| Mariachi /Guitar- Number of Sections by School | |
|--|-----|
| SYMS | 2/1 |
| VDM | 0 |

WORLD LANGUAGE

Spanish

Are you interested in learning Spanish and/or sharpening your language skills by learning grammatical and reading skills that will help you become proficient in the Spanish language? In this class you will learn by reading, writing and engaging in conversations. This fun and exciting class will prepare you to become better-rounded applicant in a multitude of careers and vocations.

| Spanish - Number of Sections by School | |
|--|-------------|
| SYMS | 13A.3 |
| VDM | Page 6 of 8 |

Special Academic Programs

Accelerated Program

This program is available for students who are identified as either GATE or high achieving students. The following criteria is used to place students in accelerated classes:

1. State and District test scores show an advanced understanding in English and Math.
2. Teacher/Counselor recommendation.

8th Grade Accelerated English

Students in the Eighth Grade Acc. English class will be provided a challenging curriculum for high achieving students which coincide with the three modes of writing instruction as outlined by the College and Career Readiness Standards: narrative, expository, and argumentative. Students will develop skills in critical thinking, effective discourse, collaboration, reflection, and Common Core State Standards (CCSS) in Language. Students will also be able to evaluate information from a variety of sources and media. Students are also expected to self and peer edit writing. Students write persuasive/argumentative essays where they support their claims with evidence. Students also practice the skills of summarizing, responding to literature, writing research reports, and other skills related to their journey towards becoming prepared for high school in accordance with the Common Core State Standards. In addition, students will be asked to read daily.

English Language Development/English Language Learners Program

Students who have been tested and identified as an “English Learner” either at San Ysidro Middle School or a previous school will be enrolled in two periods of English Language Arts instruction. One of these periods is the English Language Arts Core Course with specialized instruction, and the second is an English Language Development (ELD) class. Instruction in the ELD class is designed to assist students to acquire the necessary English language skills in reading, writing, listening, and speaking to function proficiently at their grade level.

Structured English Immersion (SEI) Program

These are courses specifically designed for students in US schools for 6 years or more who are working on making adequate progress in acquiring proficiency in English as measured by the CELDT (California English Language Development Test).

Integrated Math 1 Program

Integrated Math I topics include recognizing and developing patterns using tables, graphs and equations. Mathematical modeling is stressed as a methodology for approaching the solution to problems. Students will explore operations on algebraic expressions, and apply mathematical properties to algebraic equations. Student will problem solve using equations, graphs and tables and investigate linear relationships, including comparing and contrasting options and decision-making using algebraic models. Reinforcement of topics from two-dimensional Geometry is integrated into this curriculum. This includes applications from the areas of area and perimeter, the Pythagorean Theorem and its applications, as well as geometric proportion. Finally, introductory instruction in the area of mathematical probability is provided to reinforce use of fractions and numerical modeling. Technology will be used to introduce and expand upon the areas of study listed above.

Integrated Math 7

The integrated Mathematics 7 course focuses on four critical areas: 1) Developing understanding of and applying proportional relationships, 2) Develop understanding of operations with rational numbers and working with expressions and linear equations, 3) Solving problems that involve scale drawings and informal geometric instructions and working with two and three dimensional shapes to solve problems involving area, surface area, and volume and 4) Drawing inferences about populations based on samples. The course emphasizes reasoning, critical analysis, mathematical modeling and gathering evidence.

SPECIAL EDUCATION

Individualized Education Plan (IEP) Program

Classes are available for those students who have identified learning disabilities and have an active Individualized Education Plan or IEP. Students who participate in the general education program with an IEP have support in a number of ways, depending upon their individual needs. Examples of supports include co-teach and collaboration classes. Placement is made according to the IEP.

Special Day Class Program (Moderate/Severe)

This program is for students who have been identified as needing placement in a Special Day Class for the moderate/severely handicapped and have an active Individualized Education Plan (IEP). The curriculum emphasizes functional, appropriate, and individual education programs utilizing both school and community-based instruction. Integration into general education classes and clubs may also be incorporated into the program based on individual ability. Supportive services such as speech and adaptive physical education are also available based on individual need.

Speech/Language/Auditory Instruction Program

Therapy is provided on a pullout basis for those students who have been identified with speech/language/auditory needs.

*Programs are subject to change based on student academic needs and district curriculum changes.

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL: 
 Informational
 Action

AGENDA ITEM: EDUPOINT EDUCATIONAL SYSTEM, LCC – CREATION AND UPLOADING OF NEW REPORT CARDS INTO SYNERGY

BACKGROUND INFORMATION:

Under the direction of the Executive Director in Educational Services Department and the collaboration of teachers from the Curriculum Advisory Group and Dual Language program, the Student Report Cards were updated to reflect the required California State Content Standards.

The new student report cards were presented to the Board on November 9, 2017 and they are now ready to be uploaded into Synergy, which is our student information system.

Edupoint Educational Systems, LCC will be creating and uploading the English and Spanish report cards into Synergy and have they ready for the next reporting period.

RECOMMENDATION:

Approve/Ratify the services from Edupoint Educational Systems, LCC to create and upload the new report cards into our student information system with a cost of \$25,000.00 from the General fund.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 1 Student Achievement - 1.4 Continue to utilize current data system. Assess and evaluate system to determine effectiveness.

| | | |
|---|---|---|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Ratify <input type="checkbox"/> Other | Business Services Reviewed:  | |
| Financial Implications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Are funds for this item available in the 2017-2018 Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Requisition # <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| <div style="border: 1px solid black; padding: 2px; width: 150px;">\$25,000.00</div> (Amount) | <div style="border: 1px solid black; padding: 2px; width: 300px;">General Fund</div> (Name of funding source and/or location) | <div style="border: 1px solid black; padding: 2px; width: 250px;">--</div> (Funding account number) |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:


 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board



1955 South Val Vista Drive, Suite 200
Mesa, Arizona 85204
Price Quote

Date: 2/1/2018
Quote Number: 20180201-1
School District: San Ysidro School District
Todd Lewis
Director of Education Technology
4350 Otay Mesa Rd.
San Ysidro, CA 92173
619.428.4476 ext. 3062
Todd.Lewis@sysd.k12.ca.us

Statement of Work: Create 28 (Kinder-6th Grades) English and Spanish, Regular and Dual Report Cards

Specialist: Gregorio Yglecias

Fee: 17 Days @ \$1,500 per day Total: \$ 25,500

Estimated Completion Date: February 28, 2018

Estimated completion date is dependent upon receipt of the signed quote no later than **February 5, 2018.**

If applicable, Sales Tax will be applied.
The District will be invoiced as services are performed.

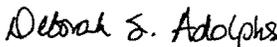
A Purchase Order is needed along with this signed quote to proceed.

Acceptance



San Ysidro District Representative

February 5, 2018
Date



Edupoint Representative

February 2, 2018
Date

This quotation is valid for thirty (30) days, unless otherwise extended in writing by an authorized representative of Edupoint Educational Systems, LLC.

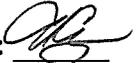
**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL: 
 Informational
 Action

AGENDA ITEM: PROFESSIONAL DEVELOPMENTS - FEBRUARY

BACKGROUND INFORMATION:

In order to stay in compliance with State, Federal and local laws, our staff at the different sites and/or departments will participate in diverse professional developments throughout the year. These trainings/conferences and/or workshops will give our staff the opportunity to be better prepared and will reflect in the academic success of our students.

The following is a list of professional developments up for the February 8, 2018 Board meeting:

- 2018 CALPADS Training
- California School Age Consortium Training of Trainers Institute
- Middle School Career and College Preparation Series – Passion, Purpose, Potential and Pathways
- May Revision Workshop
- Chronic Absenteeism Workshop
- K-12 Technology, Law, Security, and Ethics Conference
- Conference for Pre-K, TK, Kindergarten and First Grade Teachers

RECOMMENDATION:

Approve/Ratify the attendance and participation of District staff (see attached list) to the different professional developments, as scheduled.

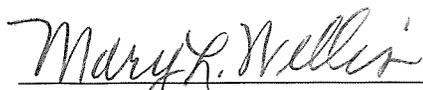
LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 1 Student Achievement – Action 1.14 Provide professional development opportunities to improve teaching and learning in the areas of English Language Arts (ELA), English Language Development (ELD), Mathematics, Science, and Social Studies. Professional development includes training specifically designed to address the achievement gap for students with disabilities.

| | | | | | |
|---|---|------------------------------------|--|--------------------------------|---|
| <input type="checkbox"/> Renewal | <input checked="" type="checkbox"/> New | <input type="checkbox"/> Amendment | <input checked="" type="checkbox"/> Ratify | <input type="checkbox"/> Other | Business Services Reviewed:  |
| Financial Implications? | Are funds for this item available in the 2017-2018 Budget? | | | | Requisition # |
| <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | | |
| \$1,775.00 (Amount) | Varies (Name of funding source and/or location) | | | -- (Funding account number) | |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:



Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

STAFF DEVELOPMENT**Item 12A.4**

Approve/Ratify the attendance to the following workshops/trainings/events listed.

| PARTICIPANT(S) | EVENT | PLACE | FROM/TO | COST | FUNDING |
|--|--|--------------|----------------------------------|-------------|----------------|
| Carolina Jaime, Todd Lewis | 2018 CALPADS Training | SCREC | January 31, 2018 | \$0 | No Cost |
| Todd Lewis | K-12 Technology, Law, Security, and Ethics Conference | SDCOE | March 1, 2018 | \$0 | No Cost |
| Alexis Rodriguez | California School Age Consortium Training of Trainers Institute | Oakland, CA | March 8-10, 2018 | \$400.00 | General Fund |
| Maria Rodriguez, Sylvia Mayer, Lupita Garcia | Middle School Career and College Preparation Series | SDCOE | February 28, 2018 May 3, 2018 | \$500.00 | General Fund |
| Peter Wong | May Revision Workshop | Escondido | May 18, 2018 | \$175.00 | General Fund |
| Omar Calleros | Chronic Absenteeism Workshop | SDCOE | March 9, 2018 | \$50.00 | General Fund |
| Ginny Ambler | Conference for Pre-K, TK, Kindergarten and First Grade Teachers | Pasadena | February 9-10, 2018 | \$650.00 | Title II Fund |

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: pw
 Informational
 Action

AGENDA ITEM: PURCHASING REPORT

BACKGROUND INFORMATION:

In order for the District to conduct the educational programs, expenditures are necessary. The function of a purchase order is to receive pre-approval for expenditures and set aside funds before services are performed and goods are received. When possible, purchase orders are made estimating the amount to be used over the course of the school year. Purchase orders are created and approved in the Business Services Department in addition to requisitions created by sites and other departments.

RECOMMENDATION:

Approve/Ratify the following purchase orders incurred by the District during the period of January 16, 2018 through January 30, 2018. (Report #7):
▪ General Fund: 0000002926-0000002931, 0000002934-0000002941, 0000002948, 0000002951-0000002987, 0000002989-0000002990, 0000002992-0000003000, 0000003005-0000003010
▪ Child Development Fund: 0000002932-0000002933
▪ Child Nutrition Fund: 0000002991
▪ Capital Projects Fund: 0000002995.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal #1: STUDENT ACHIEVEMENT

Goal #2: SAFETY, CLIMATE, AND STUDENT ENGAGEMENT

Goal #3: PARENT ENGAGEMENT

Renewal New Amendment Ratify Other

Business Services Reviewed: pw

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

Varies

(Amount)

As listed above

(Name of funding source and/or location)

--

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

| PO Date | PO No. | Supplier | Supplier | PO Ref | Fund | Resource | Object | Site | Total by Account |
|-----------|-----------|------------|------------------------------------|--------|------|----------|---------|------|------------------|
| 1/16/2018 | 000002926 | 004571 | DOMTAR PAPER CO. LLC | | 0100 | 0000000 | 4300001 | 016 | 1,422.30 |
| 1/16/2018 | 000002927 | 001725 | SPINART/PRESENTATION PRODUCTS | | 0100 | 0000000 | 4300001 | 018 | 822.84 |
| 1/16/2018 | 000002928 | 000000380 | ARDOR HEALTH SOLUTIONS | | 0100 | 6500000 | 5800010 | 054 | 62,725.00 |
| 1/16/2018 | 000002929 | 000379 | HAWTHORNE MACHINERY | | 0100 | 0982000 | 5600005 | 074 | 5,263.56 |
| 1/16/2018 | 000002930 | 001610 | FIREHAWK | | 0100 | 8150000 | 5600005 | 070 | 3,839.95 |
| 1/16/2018 | 000002931 | 004678 | AMAZON.COM, INC. | | 0100 | 0000000 | 4300001 | 025 | 861.63 |
| 1/16/2018 | 000002934 | 0000000371 | U.S. BANK | | 0100 | 0000000 | 5800010 | 071 | 7,500.00 |
| 1/17/2018 | 000002935 | 0000000290 | ATLAS ENVIRONMENTAL SERVICES, INC. | | 0100 | 8150000 | 5600005 | 070 | 1,550.00 |
| 1/19/2018 | 000002936 | 000136 | WAXIE SANITARY SUPPLY | | 0100 | 0000000 | 4300020 | 020 | 2,050.70 |
| 1/19/2018 | 000002937 | 004678 | AMAZON.COM, INC. | | 0100 | 0000000 | 4300001 | 022 | 1,081.17 |
| 1/19/2018 | 000002938 | 004678 | AMAZON.COM, INC. | | 0100 | 0000000 | 4300011 | 061 | 134.47 |
| 1/22/2018 | 000002939 | 000809 | OFFICE DEPOT | | 0100 | 0000000 | 4300001 | 012 | 670.05 |
| 1/22/2018 | 000002940 | 003722 | PEARSON | | 0100 | 6500000 | 4300003 | 054 | 350.00 |
| 1/23/2018 | 000002941 | 0000000262 | C&M RELOCATION SYSTEMS INC. | | 0100 | 0000000 | 5800010 | 071 | 8,625.00 |
| 1/24/2018 | 000002948 | 004750 | EDUCATION DEVELOPMENT CENTER | | 0100 | 6500000 | 5300000 | 054 | 2,600.00 |
| 1/24/2018 | 000002951 | 004560 | US GAMES | | 0100 | 0000000 | 4300001 | 024 | 39.05 |
| 1/24/2018 | 000002952 | 003529 | WESTERN GRAPHIX | | 0100 | 0982000 | 4300060 | 074 | 3,967.51 |
| 1/24/2018 | 000002953 | 003221 | HOUGHTON MIFFLIN COMPANY | | 0100 | 6500000 | 4300003 | 054 | 191.58 |
| 1/24/2018 | 000002954 | 0000000326 | ILLUMINATE EDUCATION INC. | | 0100 | 4035000 | 5200003 | 061 | 1,198.00 |
| 1/24/2018 | 000002955 | 001725 | SPINART/PRESENTATION PRODUCTS | | 0100 | 0000000 | 4300011 | 061 | 643.27 |
| 1/24/2018 | 000002956 | 000588 | SCHOOL SERVICES OF CALIFORNIA | | 0100 | 0000000 | 5600005 | 071 | 200.00 |
| 1/24/2018 | 000002957 | 0000000203 | KEENAN & ASSOCIATES | | 0100 | 0000000 | 5800010 | 071 | 1,847.18 |
| 1/25/2018 | 000002958 | 001532 | VERITIV OPERATING COMPANY | | 0100 | 0000000 | 4300050 | 073 | 2,217.28 |
| 1/25/2018 | 000002959 | 000809 | OFFICE DEPOT | | 0100 | 0000000 | 4300011 | 071 | 257.04 |
| 1/26/2018 | 000002960 | 003192 | WAL- MART COMMUNITY/GEGRB | | 0100 | 0300002 | 4300001 | 038 | 300.00 |
| 1/26/2018 | 000002961 | 0000000388 | FRANKLIN COVEY CLIENT SALES, INC. | | 0100 | 0000000 | 4300001 | 012 | 536.02 |
| 1/26/2018 | 000002962 | 000809 | OFFICE DEPOT | | 0100 | 8150000 | 4300011 | 070 | 38.56 |
| 1/26/2018 | 000002963 | 000136 | WAXIE SANITARY SUPPLY | | 0100 | 0000000 | 4300020 | 069 | 1,336.49 |
| 1/26/2018 | 000002964 | 004748 | THE MARKETBOARD PEOPLE | | 0100 | 0000000 | 4300001 | 024 | 177.79 |
| 1/26/2018 | 000002965 | 004678 | AMAZON.COM, INC. | | 0100 | 6500000 | 4300001 | 054 | 64.61 |
| 1/26/2018 | 000002966 | 000809 | OFFICE DEPOT | | 0100 | 0000000 | 4300014 | 069 | 270.44 |
| 1/26/2018 | 000002967 | 000809 | OFFICE DEPOT | | 0100 | 0982000 | 4300011 | 074 | 34.46 |
| 1/26/2018 | 000002968 | 0000000389 | OPTOMETRIC CORP | | 0100 | 6500000 | 5800010 | 054 | 5,000.00 |
| 1/26/2018 | 000002969 | 004571 | DOMTAR PAPER CO. LLC | | 0100 | 0000000 | 4300001 | 061 | 533.36 |
| 1/29/2018 | 000002970 | 003192 | WAL- MART COMMUNITY/GEGRB | | 0100 | 6500000 | 4300001 | 054 | 600.00 |
| 1/29/2018 | 000002971 | 0000000262 | C&M RELOCATION SYSTEMS INC. | | 0100 | 0000000 | 5800010 | 071 | 8,000.00 |
| 1/29/2018 | 000002972 | 000136 | WAXIE SANITARY SUPPLY | | 0100 | 0000000 | 4300020 | 025 | 2,114.05 |
| 1/29/2018 | 000002973 | 000208 | SCHOOL HEALTH CORPORATION | | 0100 | 0490000 | 4300010 | 052 | 1,072.50 |
| 1/29/2018 | 000002974 | 004601 | SIR SPEEDY PRINTING 02890 | | 0100 | 0000000 | 4300001 | 061 | 105.60 |
| 1/29/2018 | 000002975 | 0000000267 | MANO A MANO FOUNDATION | | 0100 | 3010000 | 5800010 | 020 | 4,000.00 |
| 1/29/2018 | 000002976 | 000136 | WAXIE SANITARY SUPPLY | | 0100 | 0000000 | 4300020 | 018 | 854.46 |
| 1/29/2018 | 000002977 | 001079 | PENSKE TRUCK LEASING | | 0100 | 0000000 | 5800017 | 018 | 314.96 |
| 1/29/2018 | 000002978 | 001093 | KONE INC | | 0100 | 8150000 | 5600005 | 070 | 623.78 |
| 1/29/2018 | 000002979 | 000809 | OFFICE DEPOT | | 0100 | 0000000 | 4300001 | 024 | 144.22 |
| 1/29/2018 | 000002980 | 0000000292 | WINET PATRICK GAYER CREIGHTON | | 0100 | 0000000 | 5800002 | 071 | 9,365.93 |

| PO Date | PO No. | Supplier | Supplier | PO Ref | Fund | Resource | Object | Site | Total by Account |
|-----------|------------|------------|--------------------------------|------------------------|------|----------|-----------------------|------|---------------------|
| 1/29/2018 | 0000002981 | 000506 | DION INTERNATIONAL TRUCK INC. | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 1,418.45 |
| 1/29/2018 | 0000002982 | 000506 | DION INTERNATIONAL TRUCK INC. | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 3,215.75 |
| 1/29/2018 | 0000002983 | 001278 | JOHNSON CONTROLS | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 1,849.03 |
| 1/29/2018 | 0000002984 | 004678 | AMAZON.COM, INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000 | 4300001 | 025 | 959.56 |
| 1/29/2018 | 0000002985 | 001278 | JOHNSON CONTROLS | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 1,131.86 |
| 1/29/2018 | 0000002986 | 004678 | AMAZON.COM, INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000001 | 4300001 | 061 | 369.57 |
| 1/29/2018 | 0000002987 | 001278 | JOHNSON CONTROLS | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 1,720.84 |
| 1/29/2018 | 0000002989 | 003888 | STANLEY CONVERGENT SECURITY | MAINTENANCE AGREEMENT | 0100 | 8150000 | 5600007 | 070 | 5,275.42 |
| 1/29/2018 | 0000002990 | 003888 | STANLEY CONVERGENT SECURITY | MAINTENANCE SERVICES | 0100 | 8150000 | 5600007 | 070 | 945.00 |
| 1/29/2018 | 0000002992 | 004678 | AMAZON.COM, INC. | INSTRUCTIONAL SUPPLIES | 0100 | 6500000 | 4300001 | 054 | 509.98 |
| 1/29/2018 | 0000002993 | 002102 | A-Z BUS SALES, INC. | CONTRACTED SERVICES | 0100 | 0982000 | 5600005 | 074 | 144.35 |
| 1/29/2018 | 0000002994 | 002355 | I B TROPHIES & AWARDS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000 | 4300001 | 022 | 21.55 |
| 1/30/2018 | 0000002995 | 0000000204 | U.S. BANK NATIONAL ASSOCIATION | CONTRACTED SERVICES | 0100 | 0000000 | 7438000 | 010 | 363,611.11 |
| 1/30/2018 | 0000002996 | 004906 | AHLEE BACKFLOW SERVICE, INC. | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 1,601.84 |
| 1/30/2018 | 0000002997 | 004678 | AMAZON.COM, INC. | OFFICE SUPPLIES | 0100 | 0000000 | 4300011 | 061 | 43.06 |
| 1/30/2018 | 0000002998 | 003311 | SAN DIEGO COUNTY SUPERINTENDEN | REGISTRATION FEE | 0100 | 0000000 | 5200003 | 025 | 500.00 |
| 1/30/2018 | 0000002999 | 0000000299 | ATEL COMMUNICATIONS, INC | CONTRACTED SERVICES | 0100 | 0000000 | 5800010 | 071 | 17,760.00 |
| 1/30/2018 | 0000003000 | 000336 | MCGRW-HILL | MEDICAL SUPPLIES | 0100 | 0000000 | 4300010 | 025 | 64.48 |
| 1/30/2018 | 0000003005 | 0000000080 | DIMENSION DATA NORTH AMERICA | CONTRACTED SERVICES | 0100 | 0000000 | 5600005 | 067 | 12,950.00 |
| 1/30/2018 | 0000003006 | 001425 | STATE WATER RESOURCES | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 1,400.00 |
| 1/30/2018 | 0000003007 | 000809 | OFFICE DEPOT | OFFICE SUPPLIES | 0100 | 0000000 | 4300011 | 071 | 260.74 |
| 1/30/2018 | 0000003008 | 001793 | CABE | REGISTRATION FEE | 0100 | 4203000 | 5200003 | 061 | 8,745.00 |
| 1/30/2018 | 0000003009 | 0000000391 | QUALITY CHEVROLET | EQUIPMENT | 0100 | 8150000 | 6400005 | 070 | 70,000.00 |
| 1/30/2018 | 0000003010 | 0000000392 | APOLLO ELEVATOR | CONTRACTED SERVICES | 0100 | 8150000 | 5600005 | 070 | 300.00 |
| | | | | | | | Total for 0100 | | 640,342.40 |
| 1/16/2018 | 0000002932 | 004866 | COTHRINE TRAINING SERVICES | CONTRACTED SERVICES | 1200 | 9010000 | 5800010 | 076 | 6,996.00 |
| 1/16/2018 | 0000002933 | 004866 | COTHRINE TRAINING SERVICES | CONTRACTED SERVICES | 1200 | 9010000 | 5800010 | 076 | 1,166.00 |
| | | | | | | | Total for 1200 | | 8,162.00 |
| 1/29/2018 | 0000002991 | 0000000314 | CHEF'S TOYS & STAR RESTUARANT | CAFETERIA EQUIPMENT | 1300 | 5310000 | 6400003 | 085 | 30,391.02 |
| 1/30/2018 | 0000002995 | 0000000204 | U.S. BANK NATIONAL ASSOCIATION | CONTRACTED SERVICES | 4901 | 9010000 | 7438000 | 010 | 719,053.13 |
| | | | | | | | Total for 1300 | | 30,391.02 |
| | | | | | | | Total for 49 | | 719,053.13 |
| | | | | | | | Grand Total | | 1,397,948.55 |

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: *PW*
 Informational
 Action

AGENDA ITEM: EXPENDITURE REPORT

BACKGROUND INFORMATION:

The District is required to pay for goods and services it uses to conduct the educational and support programs. Prior to payment, contract may be required with appropriate approvals and proof of receipt of the goods or services. Invoices to be paid are entered in the Business Services Department. Warrants are printed at San Diego County Office of Education then returned to the Business Services Department for signature.

The following are expenditures incurred by the District during the period of January 8, 2018 through January 24, 2018. Listing sheets #2082 through #2089. Payments were made with checks #14-351347 through #14-358345 for a total expenditure of \$1,144,253.27 from the following sources:

- General Fund - \$1,057,616.61
- Cafeteria Fund - \$54,229.44
- Building Fund - \$14,341.01
- Capital Projects - \$ 10,000.00
- Child Development - \$8,066.21

RECOMMENDATION:

Approve/Ratify the expenditures incurred by the District during the period of January 8, 2018 through January 24, 2018. Listing sheets #2082 through #2089. Payments were made with checks #14-351347 through #14-358345 for a total expenditure of \$1,144,253.27.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal #1: STUDENT ACHIEVEMENT
 Goal #2: SAFETY, CLIMATE, AND STUDENT ENGAGEMENT
 Goal #3: Parent Engagement

| | | |
|---|--|---|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Ratify <input type="checkbox"/> Other | | Business Services Reviewed: <u> <i>PW</i> </u> |
| Financial Implications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Are funds for this item available in the 2017-2018 Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Requisition # <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> |
| <div style="border: 1px solid black; padding: 5px; width: 150px;"> \$1,144,253.27 <small>(Amount)</small> </div> | <div style="border: 1px solid black; padding: 5px; width: 250px;"> As listed above <small>(Name of funding source and/or location)</small> </div> | <div style="border: 1px solid black; padding: 5px; width: 200px;"> -- <small>(Funding account number)</small> </div> |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

 Mary L. Willis
 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2018-01-08

03300: San Ysidro

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000088 - TECH-24 | 14351347 | 238.88 | 5049448 | 238.88 | 0000002207 | 238.88 | 1300 | 5310000 | 0000 | 3700 | 5800010 | 085 | | |
| 000000124 - MRC SMART TECHNOLOGY SOLUTIONS | 14351348 | 4,800.70 | IN789282 | 4,800.70 | 0000002156 | 4,800.70 | 0100 | 0000000 | 1110 | 1000 | 5600020 | 010 | | |
| 000000184 - S&S BAKERY, INC. | 14351349 | 170.64 | 1045012 | 170.64 | 0000002797 | 170.64 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 000000227 - GOLD STAR FOODS | 14351350 | 15,341.65 | 2249834 | 15,341.65 | 0000002200 | 15,341.65 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 000000343 - MFI MEDICAL EQUIPMENT, INC. | 14351351 | 1,920.22 | SF-04050 | 1,920.22 | 0000002569 | 960.11 | 2110 | 9010000 | 0000 | 8500 | 4400000 | 012 | | |
| 000000343 - MFI MEDICAL EQUIPMENT, INC. | 14351351 | 1,920.22 | SF-04050 | 1,920.22 | 0000002569 | 960.11 | 2110 | 9010000 | 0000 | 8500 | 4400000 | 016 | | |
| 000000354 - DATEL SYSTEMS INCORPORATED | 14351352 | 7,467.08 | SI-281455 | 7,467.08 | 0000002716 | 7,467.08 | 0100 | 0000000 | 1110 | 1000 | 4400000 | 061 | | |
| 000012 - CULVER-NEWLIN INC. | 14351353 | 1,785.56 | 20924 | 892.78 | 0000002692 | 892.78 | 2110 | 9010000 | 0000 | 8500 | 6400000 | 016 | | |
| 000012 - CULVER-NEWLIN INC. | 14351353 | 1,785.56 | 20925 | 892.78 | 0000002691 | 892.78 | 2110 | 9010000 | 0000 | 8500 | 6400000 | 012 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345441117 | 86.99 | 0000002660 | 35.82 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345441117 | 86.99 | 0000002660 | 51.17 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345411117 | 655.03 | 0000002661 | 655.03 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 016 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345421117 | 3,587.65 | 0000002590 | 51.13 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345421117 | 3,587.65 | 0000002590 | 143.29 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345421117 | 3,587.65 | 0000002590 | 345.46 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345421117 | 3,587.65 | 0000002590 | 1,253.93 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345421117 | 3,587.65 | 0000002590 | 51.13 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 4345421117 | 3,587.65 | 0000002590 | 143.29 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |

2082

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|---|----------|----------------|-------------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 43454211 17 | 3,587.65 | 00000025 90 | 345.48 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14351354 | 4,329.67 | 43454211 17 | 3,587.65 | 00000025 90 | 1,253.94 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000279 - COURTNEY TIRE SERVICE | 14351355 | 280.32 | 21419 | 280.32 | 00000020 34 | 280.32 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 000356 - GRAINGER | 14351356 | 505.14 | GRAINGER R | 505.14 | 00000020 27 | 505.14 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 000379 - HAWTHORNE MACHINERY | 14351357 | 1,036.05 | SS100109 420 | 1,036.05 | 00000028 20 | 1,036.05 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14351358 | 872.80 | 90506157 | 872.80 | 00000027 43 | 872.80 | 0100 | 3010000 | 1110 | 1000 | 4200000 | 020 | | |
| 000506 - DION INTERNATIONAL TRUCK INC. | 14351359 | 3,344.32 | 01SDW92 44 | 3,344.32 | 00000027 74 | 3,344.32 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |
| 000535 - SCHOOL SPECIALTY | 14351360 | 260.22 | 20811970 0391 | 260.22 | 00000027 89 | 260.22 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 000553 - SPRINT | 14351361 | 4,558.63 | DECEMBE R 2017 | 4,558.63 | 00000021 02 | 4,558.63 | 0100 | 0000000 | 0000 | 8200 | 5900001 | 069 | | |
| 000717 - HOLLANDIA DAIRY INC. | 14351362 | 6,887.75 | 2176588 | 6,887.75 | 00000022 01 | 6,887.75 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 000778 - SAFEWAY INC. - VONS DIVISION | 14351363 | 218.97 | 87001377 374 | 218.97 | 00000021 99 | 218.97 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 000786 - P&R PAPER SUPPLY COMPANY, INC. | 14351364 | 1,740.15 | 20137139- 00 | 1,740.15 | 00000022 82 | 1,740.15 | 1300 | 5310000 | 0000 | 3700 | 4700002 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 4.01 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 12.16 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 14.36 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 17.44 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 21.81 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 26.14 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 26.14 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 00000027 78 | 28.71 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |

2082

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|------------------------------------|----------|----------------|---------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 39.25 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 42.70 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 48.80 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 52.34 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 97.50 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 174.53 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 191.83 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000809 - OFFICE DEPOT | 14351365 | 999.25 | PO#2778 | 999.25 | 0000002778 | 201.53 | 1300 | 5310000 | 0000 | 3700 | 4300011 | 085 | | |
| 000829 - SIMPLEXGRINNELL LP | 14351366 | 376.68 | 79854586 | 376.68 | 0000002340 | 376.68 | 1300 | 5310000 | 0000 | 3700 | 4300026 | 085 | | |
| 000987 - C&M MOTORS | 14351367 | 1,539.45 | 240760 | 1,539.45 | 0000002213 | 1,539.45 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |
| 001007 - CDE,CASHIER'S OFFICE | 14351368 | 522.60 | 18 SF-26551 | 522.60 | 0000002214 | 196.60 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 001007 - CDE,CASHIER'S OFFICE | 14351368 | 522.60 | 18 SF-26551 | 522.60 | 0000002214 | 326.00 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 001023 - WIRELESS PRO'S | 14351369 | 79.32 | 132 | 79.32 | 0000002187 | 79.32 | 0100 | 8150000 | 0000 | 8100 | 4300011 | 070 | | |
| 001161 - HOME DEPOT | 14351370 | 45.51 | 8020738 | 45.51 | 0000002280 | 45.51 | 1300 | 5310000 | 0000 | 3700 | 4300007 | 085 | | |
| 001178 - SAN DIEGO COUNTY | 14351371 | 65.00 | 099-017450 | 65.00 | 0000002654 | 65.00 | 0100 | 0000000 | 1110 | 2100 | 5200003 | 050 | | |
| 001438 - REPUBLIC SERVICES | 14351372 | 12,923.38 | DECEMBER 2017 | 12,923.38 | 0000002010 | 12,923.38 | 0100 | 0000000 | 0000 | 8200 | 5500005 | 069 | | |
| 001438 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.17 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |
| 001438 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.27 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |
| 001438 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.29 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|--|----------|----------------|--------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 001532 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.29 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |
| 001532 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.29 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |
| 001532 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.29 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |
| 001532 - VERITIV OPERATING COMPANY | 14351373 | 351.89 | 745-41262436 | 351.89 | 0000002810 | 50.29 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 018 | | |
| 001775 - STAPLES, INC. | 14351374 | 162.55 | STAPLES | 162.55 | 0000002741 | 14.95 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 001775 - STAPLES, INC. | 14351374 | 162.55 | STAPLES | 162.55 | 0000002741 | 25.72 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 001775 - STAPLES, INC. | 14351374 | 162.55 | STAPLES | 162.55 | 0000002741 | 29.16 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 001775 - STAPLES, INC. | 14351374 | 162.55 | STAPLES | 162.55 | 0000002741 | 44.87 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 001775 - STAPLES, INC. | 14351374 | 162.55 | STAPLES | 162.55 | 0000002741 | 47.85 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 001958 - LLOYD PEST CONTROL CO. | 14351375 | 224.00 | 5469244 | 224.00 | 0000002281 | 224.00 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |
| 002102 - A-Z BUS SALES, INC. | 14351376 | 1,695.68 | 01S509291 | 1,551.33 | 0000002767 | 1,551.33 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |
| 002102 - A-Z BUS SALES, INC. | 14351376 | 1,695.68 | 01P649361 | 144.35 | 0000002056 | 144.35 | 0100 | 0982000 | 0000 | 3600 | 4300023 | 074 | | |
| 002151 - RANCHO AUTO & TRUCK PARTS | 14351377 | 80.04 | 7693-307946 | 80.04 | 0000002076 | 80.04 | 0100 | 0982000 | 0000 | 3600 | 4300060 | 074 | | |
| 002419 - CINTAS CORPORATION NO. 3 | 14351378 | 799.65 | 694428022 | 799.65 | 0000002218 | 799.65 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |
| 002529 - GCR TIRES&SERVICE | 14351379 | 1,345.88 | 832-454332 | 1,345.88 | 0000002063 | 1,345.88 | 0100 | 0982000 | 0000 | 3600 | 4300023 | 074 | | |
| 002700 - FLEETWASH INC. | 14351380 | 404.35 | X-1207754 | 404.35 | 0000002081 | 404.35 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |
| 002706 - FEDEX | 14351381 | 53.11 | FEDEX | 53.11 | 0000002068 | 53.11 | 0100 | 0000000 | 0000 | 7200 | 5900012 | 071 | | |
| 002811 - SAN DIEGO COUNTY SUPERINTENDENT | 14351382 | 250.00 | 099-017629 | 250.00 | 0000002867 | 250.00 | 0100 | 0000000 | 0000 | 7200 | 5200003 | 071 | | |
| 003044 - ACE COOLING & FREEZING | 14351383 | 1,461.58 | 82378 | 1,461.58 | 0000002225 | 1,461.58 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|-----------------------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 003859 - BATTERY SYSTEMS | 14351384 | 355.58 | 426784 | 355.58 | 0000002139 | 355.58 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 003888 - STANLEY CONVERGENT SECURITY | 14351385 | 295.00 | 15136488 | 295.00 | 0000002821 | 295.00 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 004056 - OPTIMUM FLOORCARE | 14351386 | 63.69 | 433245 | 63.69 | 0000002127 | 63.69 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 004091 - PRUDENTIAL OVERALL SUPPLY | 14351387 | 215.00 | 30700339 | 215.00 | 0000002248 | 215.00 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |
| 004203 - MEXAM ENTERPRISES, INC. | 14351388 | 64.41 | 171474 | 64.41 | 0000002208 | 64.41 | 1300 | 5310000 | 0000 | 3700 | 4300026 | 085 | | |
| 004215 - COOPERATIVE STRATEGIES LLC | 14351389 | 722.38 | 2017026436 | 722.38 | 0000002490 | 722.38 | 0100 | 9625000 | 0000 | 7200 | 5800010 | 071 | | |
| 004231 - PRO POWER | 14351390 | 1,632.16 | 143621 | 355.52 | 0000002800 | 355.52 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 020 | | |
| 004231 - PRO POWER | 14351390 | 1,632.16 | 143620 | 915.86 | 0000002783 | 915.86 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 024 | | |
| 004231 - PRO POWER | 14351390 | 1,632.16 | 143536-143622-143137-142720 | 360.78 | 0000002066 | 360.78 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 004323 - MCGREGOR AND ASSOCIATED | 14351391 | 456.45 | CA SY1801 | 456.45 | 0000001991 | 456.45 | 0100 | 0300100 | 0000 | 7200 | 5600005 | 071 | | |
| 004398 - AMERICAN PRODUCE DISTRIBUTORS | 14351392 | 21,090.76 | 11033 | 15,944.24 | 0000002227 | 15,944.24 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 004398 - AMERICAN PRODUCE DISTRIBUTORS | 14351392 | 21,090.76 | 11980 | 141.87 | 0000002197 | 141.87 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 004398 - AMERICAN PRODUCE DISTRIBUTORS | 14351392 | 21,090.76 | 10214 | 5,004.65 | 0000002224 | 319.05 | 1300 | 5370000 | 0000 | 3700 | 4700001 | 085 | | |
| 004398 - AMERICAN PRODUCE DISTRIBUTORS | 14351392 | 21,090.76 | 10214 | 5,004.65 | 0000002224 | 4,685.60 | 1300 | 5370000 | 0000 | 3700 | 4700001 | 085 | | |
| 004398 - GALASSO'S BAKERY | 14351393 | 753.84 | 4721734508 | 753.84 | 0000002222 | 753.84 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 004471 - DOMTAR PAPER CO LLC | 14351394 | 782.27 | 1407921 | 782.27 | 0000002813 | 782.27 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004471 - DOMTAR PAPER CO LLC | 14351395 | 243.57 | 25554 & 25426 | 243.57 | 0000002759 | 46.42 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 004471 - DOMTAR PAPER CO LLC | 14351395 | 243.57 | 25554 & 25426 | 243.57 | 0000002759 | 46.42 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|------------------------------------|----------|----------------|---------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 004601 - SIR SPEEDY PRINTING 02890 | 14351395 | 243.57 | 25554 & 25426 | 243.57 | 0000002759 | 150.73 | 0100 | 0000000 | 0000 | 7200 | 4300011 | 071 | | |
| 004603 - THE BATTERY PLACE | 14351396 | 226.07 | 0207855 | 226.07 | 0000002138 | 226.07 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2642 | 639.20 | 0000002642 | 639.20 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 061 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 11.61 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 12.08 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 15.10 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 17.12 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 17.61 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 18.58 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2585 | 112.89 | 0000002585 | 20.79 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 1.82 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 3.64 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 5.48 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 8.82 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 9.12 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 12.04 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 21.91 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2596 | 90.12 | 0000002596 | 27.29 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2586 | 91.75 | 0000002586 | 0.86 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2586 | 91.75 | 0000002586 | 10.72 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2586 | 91.75 | 0000002586 | 10.76 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|---------------------------|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2586 | 91.75 | 0000002586 | 12.87 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2586 | 91.75 | 0000002586 | 13.65 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2586 | 91.75 | 0000002586 | 42.89 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2593 | 679.50 | 0000002593 | 26.90 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2593 | 679.50 | 0000002593 | 306.72 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2593 | 679.50 | 0000002593 | 345.88 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2583 | 97.65 | 0000002583 | 21.06 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2583 | 97.65 | 0000002583 | 30.49 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2583 | 97.65 | 0000002583 | 46.10 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2650 | 689.88 | 0000002650 | 153.76 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2650 | 689.88 | 0000002650 | 153.76 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2650 | 689.88 | 0000002650 | 382.36 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 10.72 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 21.38 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 21.41 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 23.81 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 28.42 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 34.53 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 35.72 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 45.18 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 54.82 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|---------------------------|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 61.91 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2587 | 403.98 | 0000002587 | 66.08 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2677 | 369.97 | 0000002677 | 75.19 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2677 | 369.97 | 0000002677 | 294.78 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2658 | 100.64 | 0000002658 | 28.74 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2658 | 100.64 | 0000002658 | 33.55 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2658 | 100.64 | 0000002658 | 38.35 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 4.79 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 5.36 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 5.58 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 5.78 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 5.81 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 6.50 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 11.24 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 12.07 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 13.93 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2580 | 85.72 | 0000002580 | 14.66 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2595 | 86.57 | 0000002595 | 7.80 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2595 | 86.57 | 0000002595 | 20.22 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2595 | 86.57 | 0000002595 | 58.55 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2659 | 90.85 | 0000002659 | 18.24 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|---------------------------|----------|----------------|------------|----------------|-------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2659 | 90.85 | 0000002659 | 25.39 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2659 | 90.85 | 00000002659 | 47.22 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 5.63 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 11.23 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 11.93 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 13.45 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 14.52 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 14.52 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2666 | 90.02 | 00000002666 | 18.74 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2592 | 174.56 | 00000002592 | 174.56 | 0100 | 00000001 | 1110 | 1000 | 4300001 | 061 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2700 | 1,340.12 | 00000002700 | 47.55 | 0100 | 00000000 | 0000 | 2100 | 4300011 | 061 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2700 | 1,340.12 | 00000002700 | 62.39 | 0100 | 00000000 | 0000 | 2100 | 4300011 | 061 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2700 | 1,340.12 | 00000002700 | 1,230.18 | 0100 | 00000000 | 0000 | 2100 | 4300011 | 061 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2669 | 42.94 | 00000002669 | 13.67 | 0100 | 65000000 | 5770 | 1190 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2669 | 42.94 | 00000002669 | 29.27 | 0100 | 65000000 | 5770 | 1190 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 00000002588 | 6.17 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 00000002588 | 6.57 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 00000002588 | 7.06 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 00000002588 | 8.89 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 00000002588 | 8.89 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 00000002588 | 10.00 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |

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Peoplesoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|---------------------------|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 0000002588 | 19.96 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 0000002588 | 22.23 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2588 | 112.00 | 0000002588 | 22.23 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 4.55 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 9.00 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 9.07 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 10.60 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 15.41 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 18.16 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2673 | 270.46 | 0000002673 | 203.67 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 4.24 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 4.24 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 4.24 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 4.24 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 7.18 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 9.89 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |

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Peoplesoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|---------------------------|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 13.79 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 17.02 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 25.97 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 34.81 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 40.41 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 66.77 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 81.28 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2731 | 681.83 | 0000002731 | 318.30 | 0100 | 0000000 | 1110 | 1000 | 4300012 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 6.96 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 7.97 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 9.60 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 12.87 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 16.24 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 18.61 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 19.20 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 31.17 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 33.87 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 42.38 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 44.30 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 46.98 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 52.48 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Func | Object | Site | Op Unit | PY |
|---------------------------------|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 63.24 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 65.02 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 90.51 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 116.83 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 116.83 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2742 | 1,114.82 | 0000002742 | 319.76 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2751 | 455.45 | 0000002751 | 9.78 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2751 | 455.45 | 0000002751 | 27.76 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2751 | 455.45 | 0000002751 | 42.73 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2751 | 455.45 | 0000002751 | 65.59 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2751 | 455.45 | 0000002751 | 91.00 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2751 | 455.45 | 0000002751 | 94.37 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2792 | 18.25 | 0000002792 | 18.25 | 0100 | 0000000 | 1110 | 1000 | 4300011 | 012 | | |
| 004678 - AMAZON.COM, INC. | 14351397 | 8,151.61 | PO#2652 | 312.44 | 0000002652 | 312.44 | 0100 | 0000000 | 1110 | 1000 | 4300011 | 022 | | |
| 004784 - TIME AND ALARM SYSTEMS | 14351399 | 780.00 | 60989 | 780.00 | 0000002849 | 780.00 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 004678 - BrainPOP LLC | 14351400 | 175.00 | US167521 | 175.00 | 0000002665 | 175.00 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 024 | | |
| 004678 - XEROX CORPORATION | 14351401 | 1,390.20 | 091577453 | 1,390.20 | 0000002174 | 1,390.20 | 0100 | 0000000 | 0000 | 7200 | 5600020 | 071 | | |
| 0378A - STOTZ EQUIPMENT | 14351402 | 1,137.92 | W08951 | 1,137.92 | 0000002147 | 1,137.92 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |

Business Unit Total: \$117,674.58

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2018-01-09

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|-----------------------------------|----------|----------------|----------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000012 - ANA BUSH | 14351884 | 17.87 | Dec Mileage | 17.87 | | 17.87 | 1300 | 5310000 | 0000 | 3700 | 5200003 | 085 | | |
| 0000000379 - ROSA LOPEZ | 14351885 | 5.00 | GARNISH MENT | 5.00 | | 5.00 | 0100 | 0000000 | 0000 | 3140 | 2200002 | 016 | | |
| 000067 - SAN DIEGO GAS & ELECTRIC | 14351886 | 55,566.19 | SDGE DEC2017 | 55,566.19 | 00000020 11 | 54,836.68 | 0100 | 0000000 | 0000 | 8200 | 5500001 | 069 | | |
| 000067 - SAN DIEGO GAS & ELECTRIC | 14351886 | 55,566.19 | SDGE DEC2017 | 55,566.19 | 00000020 11 | 729.51 | 0100 | 0000000 | 0000 | 8200 | 5500002 | 069 | | |
| 000069 - CITY TREASURER | 14351887 | 544.90 | 09-29 TO 11-29 | 544.90 | 00000020 13 | 544.90 | 0100 | 0000000 | 0000 | 8200 | 5500004 | 069 | | |
| 001079 - PENSKE TRUCK LEASING | 14351888 | 743.56 | c06248238 6 | 743.56 | 00000028 78 | 743.56 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |
| 001161 - HOME DEPOT | 14351889 | 58.64 | HOME DEPOT | 58.64 | 00000020 26 | 58.64 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 004757 - ECOLAB EQUIPMENT CARE | 14351890 | 625.20 | 95021632 | 625.20 | 00000028 77 | 625.20 | 1300 | 5310000 | 0000 | 3700 | 5600005 | 085 | | |

Business Unit Total: \$57,561.36

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2018-01-10

03300: San Ysidro

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|-------------------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000089 - BMR HEALTH SERVICES, INC | 14352622 | 11,400.00 | 2557 & 2566 | 11,400.00 | 00000023 93 | 11,400.00 | 0100 | 6500000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000114 - SSD ALARM | 14352623 | 1,670.31 | 1280911-A | 1,670.31 | 00000028 65 | 1,670.31 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 000000126 - SAN DIEGO CENTER FOR VISION | 14352624 | 1,040.00 | NOV-DEC 2017 | 1,040.00 | 00000028 74 | 1,040.00 | 0100 | 6500000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000212 - PIONEER HEALTHCARE SERVICES LLC | 14352625 | 6,600.00 | 005906 | 6,600.00 | 00000023 98 | 6,600.00 | 0100 | 6500000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000292 - WINET PATRICK GAYER CREIGHTON | 14352626 | 1,002.16 | JPA CLAIM#16 -04550 | 1,002.16 | 00000028 50 | 1,002.16 | 0100 | 0000000 | 0000 | 7200 | 5800002 | 071 | | |
| 000000317 - MARK KIRCHER | 14352627 | 240.11 | MILEAGE | 240.11 | | 240.11 | 0100 | 6500000 | 5001 | 3900 | 5200002 | 054 | | |
| 000000331 - EBS - EDUCATIONAL BASED SERVICES | 14352628 | 8,732.00 | 00006480 1 & 00006517 6 | 8,732.00 | 00000024 41 | 8,732.00 | 0100 | 6500000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000341 - GROSSMONT UNION HIGH SCHOOL | 14352629 | 7,351.30 | AR009036 | 7,351.30 | 00000025 50 | 7,351.30 | 0100 | 0982000 | 0000 | 3600 | 5600003 | 074 | | |
| 000000375 - PETER WONG | 14352630 | 795.79 | REIMBURSEMENT LODGING | 795.79 | | 795.79 | 0100 | 0000000 | 0000 | 7200 | 5800019 | 071 | | |
| 000000381 - COURTYARD MARRIOTT | 14352631 | 1,642.56 | REGISTRATION | 1,642.56 | 00000028 76 | 1,642.56 | 0100 | 4035000 | 1110 | 1000 | 5200003 | 061 | | |
| 000000383 - CODEMONKEY STUDIOS INC. | 14352632 | 1,312.50 | 1276 | 1,312.50 | 00000028 94 | 1,312.50 | 0100 | 0000001 | 1110 | 1000 | 4300001 | 061 | | |
| 000000385 - MARIA GUERRERZ | 14352633 | 69.39 | REIMBURSEMENT | 69.39 | | 69.39 | 0100 | 0000000 | 1110 | 1000 | 3702000 | 080 | | |
| 000000388 - PARADIGM HEALTHCARE SERVICES | 14352634 | 565.65 | SMAA005 523 | 500.00 | 00000021 43 | 500.00 | 0100 | 0490000 | 0000 | 3140 | 5800010 | 052 | | |
| 000000388 - PARADIGM HEALTHCARE SERVICES | 14352634 | 565.65 | 34223 | 65.65 | 00000025 04 | 65.65 | 0100 | 5640000 | 0000 | 3140 | 5800010 | 052 | | |
| 000000388 - HOME DEFENSE | 14352635 | 75.21 | HOME DP | 75.21 | 00000021 29 | 75.21 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 001510 - EWING IRRIGATION | 14352636 | 680.02 | EWING | 680.02 | 00000020 54 | 680.02 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |

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| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 001671 - NORTH COUNTY EDUCATIONAL MAC GILL & CO. | 14352637 | 400.00 | 281340 | 400.00 | 0000002866 | 400.00 | 0100 | 0000000 | 0000 | 7200 | 5300000 | 071 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 6.36 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 7.13 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 7.26 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 8.46 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 11.90 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 13.75 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 17.50 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 27.05 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 28.00 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 28.43 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 31.50 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 38.19 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 40.10 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 44.51 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 45.61 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 50.92 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 75.31 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 78.92 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 95.47 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 0000002795 | 108.20 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|---------------------------------------|----------|----------------|--------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 00000027 95 | 142.14 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 00000027 95 | 172.16 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 001755 - WILLIAM V. MAC GILL & CO. | 14352638 | 1,301.64 | IN0619607 | 1,301.64 | 00000027 95 | 222.77 | 0100 | 0000000 | 1110 | 1000 | 4300010 | 024 | | |
| 002032 - ASELTINE SCHOOL | 14352639 | 9,937.81 | NOVEMB ER 2017 | 9,937.81 | 00000022 50 | 9,937.81 | 0100 | 6500000 | 5750 | 1180 | 5800009 | 054 | | |
| 002771 - SMART & FINAL | 14352640 | 152.04 | 46302200 15475 | 152.04 | 00000021 13 | 152.04 | 1300 | 5310000 | 0000 | 3700 | 4700001 | 085 | | |
| 003143 - THE HOME DEPOT SUPPLY | 14352641 | 1,654.61 | THE HOME DP | 1,654.61 | 00000020 46 | 1,654.61 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 003589 - HENRY APONTE | 14352642 | 705.00 | 10850 | 705.00 | 00000025 40 | 705.00 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 022 | | |
| 003649 - SAN DIEGO COUNTY VECTOR | 14352643 | 98.98 | ASSESSM ENT | 98.98 | 00000028 90 | 98.98 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 004525 - ALLTECH IMAGING TECHNOLOGIES | 14352644 | 228.00 | 9880 | 228.00 | 00000027 32 | 228.00 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 012 | | |
| 004732 - LEAL & TREJO APC | 14352645 | 38,340.32 | SEPTEMB ER 2017 | 38,340.32 | 00000026 96 | 1,117.32 | 0100 | 0000000 | 0000 | 7100 | 5800002 | 063 | | |
| 004732 - LEAL & TREJO APC | 14352645 | 38,340.32 | SEPTEMB ER 2017 | 38,340.32 | 00000026 96 | 7,484.00 | 0100 | 0000000 | 0000 | 7100 | 5800002 | 063 | | |
| 004732 - LEAL & TREJO APC | 14352645 | 38,340.32 | SEPTEMB ER 2017 | 38,340.32 | 00000026 96 | 16,738.00 | 0100 | 0000000 | 0000 | 7100 | 5800002 | 063 | | |
| 004732 - LEAL & TREJO APC | 14352645 | 38,340.32 | SEPTEMB ER 2017 | 38,340.32 | 00000026 96 | 1,989.00 | 0100 | 0000000 | 0000 | 7200 | 5800150 | 054 | | |
| 004732 - LEAL & TREJO APC | 14352645 | 38,340.32 | SEPTEMB ER 2017 | 38,340.32 | 00000026 96 | 11,012.00 | 0100 | 0000000 | 0000 | 7200 | 5800200 | 062 | | |
| 004857 - ONE TRIPP TREE SERVICE INC. | 14352646 | 840.00 | 61751B | 840.00 | 00000022 45 | 840.00 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 004858 - FLYERS ENERGY | 14352647 | 4,097.57 | DECEMBE R 2017 | 4,097.57 | 00000020 72 | 4,097.57 | 0100 | 0982000 | 0000 | 3600 | 4300060 | 074 | | |

Business Unit Total: \$100,932.97

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2018-01-11

03300: San Ysidro

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|---------------------------------------|----------|----------------|---------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000078 - VECTOR USA | 14353219 | 14,520.24 | 73771 | 3,107.96 | 0000002411 | 3,107.96 | 0100 | 0000000 | 0000 | 7700 | 5600005 | 067 | | |
| 000000078 - VECTOR USA | 14353219 | 14,520.24 | 73873 | 5,890.35 | 0000001995 | 5,890.35 | 0100 | 0000000 | 0000 | 7700 | 5800010 | 067 | | |
| 000000078 - VECTOR USA | 14353219 | 14,520.24 | 73872 | 5,521.93 | 0000001996 | 5,521.93 | 0100 | 0000000 | 0000 | 7700 | 5800010 | 067 | | |
| 000000104 - LORRAINE ROWENA JOHNSON | 14353220 | 2,115.00 | DECEMBER 2017 | 2,115.00 | 0000002470 | 2,115.00 | 0100 | 3327000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000107 - CAROLYN KARINEN | 14353221 | 6,600.00 | 2017 | 6,600.00 | 0000002249 | 6,600.00 | 0100 | 6500000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 1,111.46 | 0100 | 0000000 | 0000 | 2100 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 304,222.82 | 0100 | 0000000 | 0000 | 2420 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 476.34 | 0100 | 0000000 | 0000 | 2700 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 158.78 | 0100 | 0000000 | 0000 | 3140 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 793.90 | 0100 | 0000000 | 0000 | 3600 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 1,746.58 | 0100 | 0000000 | 0000 | 3700 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 635.12 | 0100 | 0000000 | 0000 | 3900 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 476.34 | 0100 | 0000000 | 0000 | 7100 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 2,540.48 | 0100 | 0000000 | 0000 | 7200 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 3,810.72 | 0100 | 0000000 | 0000 | 7700 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 0000002898 | 317.56 | 0100 | 0000000 | 0000 | 8100 | 5600019 | 071 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|---|----------|----------------|-----------------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 00000028 98 | 158.78 | 0100 | 0000000 | 0000 | 8300 | 5600019 | 071 | | |
| 000000115 - LENOVO FINANCIAL SERVICES | 14353222 | 317,560.34 | 31199494 | 317,560.34 | 00000028 98 | 1,111.46 | 0100 | 0000000 | 5001 | 2700 | 5600019 | 071 | | |
| 000000143 - DARCY MORALES MONGE | 14353223 | 4,235.00 | INVOICE #3 | 4,235.00 | 00000024 43 | 4,235.00 | 0100 | 3327000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000177 - CSM CONSULTING INC. | 14353224 | 1,500.00 | 8019 | 1,500.00 | 00000028 04 | 1,500.00 | 0100 | 0000000 | 0000 | 7200 | 5800010 | 071 | | |
| 000000325 - MEDIA ARTS CENTER SAN DIEGO | 14353225 | 1,300.00 | 1287 | 1,300.00 | 00000028 97 | 1,300.00 | 0100 | 0000000 | 0000 | 7100 | 5800010 | 064 | | |
| 000000335 - QUALITY CONTROL CONSULTANTS, INC. | 14353226 | 4,628.00 | OCTOBER 2017 | 4,628.00 | 00000028 25 | 178.00 | 2110 | 9010000 | 0000 | 8500 | 5800010 | 012 | | |
| 000000335 - QUALITY CONTROL CONSULTANTS, INC. | 14353226 | 4,628.00 | OCTOBER 2017 | 4,628.00 | 00000028 25 | 178.00 | 2110 | 9010000 | 0000 | 8500 | 5800010 | 016 | | |
| 000000335 - QUALITY CONTROL CONSULTANTS, INC. | 14353226 | 4,628.00 | OCTOBER 2017 | 4,628.00 | 00000028 25 | 890.00 | 2110 | 9010000 | 0000 | 8500 | 5800010 | 020 | | |
| 000000335 - QUALITY CONTROL CONSULTANTS, INC. | 14353226 | 4,628.00 | OCTOBER 2017 | 4,628.00 | 00000028 25 | 890.00 | 2110 | 9010000 | 0000 | 8500 | 5800010 | 022 | | |
| 000000335 - QUALITY CONTROL CONSULTANTS, INC. | 14353226 | 4,628.00 | OCTOBER 2017 | 4,628.00 | 00000028 25 | 1,068.00 | 2110 | 9010000 | 0000 | 8500 | 5800010 | 024 | | |
| 000000335 - QUALITY CONTROL CONSULTANTS, INC. | 14353226 | 4,628.00 | OCTOBER 2017 | 4,628.00 | 00000028 25 | 1,424.00 | 2110 | 9010000 | 0000 | 8500 | 5800010 | 025 | | |
| 000000362 - PRECISION CONCRETE CUTTING | 14353227 | 9,028.13 | 17-0038 & 17-0037 | 9,028.13 | 00000027 86 | 1,702.10 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 000000382 - PRECISION CONCRETE CUTTING | 14353227 | 9,028.13 | 17-0038 & 17-0037 | 9,028.13 | 00000027 86 | 7,326.03 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 000000371 - U.S. BANK | 14353228 | 4,000.00 | 4421682 | 4,000.00 | 00000028 14 | 1,500.00 | 0100 | 0000000 | 0000 | 7200 | 5800010 | 071 | | |
| 000000371 - U.S. BANK | 14353228 | 4,000.00 | 4421682 | 4,000.00 | 00000028 14 | 2,500.00 | 0100 | 0000000 | 0000 | 7200 | 5800010 | 071 | | |
| 000000373 - MARY L. WILLIAMS | 14353229 | 550.96 | LODGING REIMBURSEMENT | 550.96 | | 550.96 | 0100 | 0000000 | 0000 | 7100 | 5800019 | 064 | | |
| 000000375 - PETER WONG | 14353230 | 610.03 | REIMBURSEMENT | 610.03 | | 610.03 | 0100 | 0000000 | 0000 | 7200 | 5800019 | 071 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|---------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 001278 - JOHNSON CONTROLS | 14353231 | 3,237.58 | 1-58797169438 | 3,237.58 | 0000002304 | 3,237.58 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 004747 - PRINCIPAL'S EXCHANGE | 14353232 | 26,542.00 | 1300 | 26,542.00 | 0000002371 | 26,542.00 | 0100 | 3010000 | 1110 | 1000 | 5800010 | 061 | | |
| 004788 - ROBERT GAUL | 14353233 | 4,299.55 | 178242 | 4,299.55 | 0000002269 | 399.95 | 0100 | 0000000 | 0000 | 7700 | 4300002 | 067 | | |
| 004788 - ROBERT GAUL | 14353233 | 4,299.55 | 178242 | 4,299.55 | 0000002269 | 1,499.80 | 0100 | 0000000 | 0000 | 7700 | 4300002 | 067 | | |
| 004788 - ROBERT GAUL | 14353233 | 4,299.55 | 178242 | 4,299.55 | 0000002269 | 2,399.80 | 0100 | 0000000 | 0000 | 7700 | 4300002 | 067 | | |
| 004822 - CALIFORNIA FINANCIAL SERVICES | 14353234 | 10,000.00 | OC 2017-172 | 10,000.00 | 0000002791 | 3,000.00 | 4901 | 9010000 | 0000 | 8100 | 5800010 | 010 | | |
| 004822 - CALIFORNIA FINANCIAL SERVICES | 14353234 | 10,000.00 | OC 2017-172 | 10,000.00 | 0000002791 | 3,000.00 | 4902 | 9010000 | 0000 | 8100 | 5800010 | 010 | | |
| 004822 - CALIFORNIA FINANCIAL SERVICES | 14353234 | 10,000.00 | OC 2017-172 | 10,000.00 | 0000002791 | 4,000.00 | 4903 | 9010000 | 0000 | 8100 | 5800010 | 010 | | |

Business Unit Total: \$410,726.83

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2018-01-17

03300: San Ysidro

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|-----------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000067 - SAN DIEGO GAS & ELECTRIC | 14355113 | 43,269.21 | DECEMBER 2017 R | 43,269.21 | 00000020 11 | 42,911.98 | 0100 | 00000000 | 0000 | 8200 | 5500001 | 069 | | |
| 000067 - SAN DIEGO GAS & ELECTRIC | 14355113 | 43,269.21 | DECEMBER 2017 R | 43,269.21 | 00000020 11 | 357.23 | 0100 | 00000000 | 0000 | 8200 | 5500002 | 069 | | |
| 001161 - HOME DEPOT | 14355114 | 1,598.34 | HOME DP | 1,598.34 | 00000020 26 | 1,598.34 | 0100 | 81500000 | 0000 | 8100 | 4300007 | 070 | | |
| 002578 - CLARK SECURITY PRODUCTS | 14355115 | 297.66 | CLARK | 297.66 | 00000020 50 | 297.66 | 0100 | 81500000 | 0000 | 8100 | 4300007 | 070 | | |
| 004537 - MEDICAL BILLING TECHNOLOGIES, | 14355116 | 1,000.00 | AR-24337 | 1,000.00 | 00000025 62 | 1,000.00 | 0100 | 04900000 | 0000 | 3140 | 5800010 | 054 | | |
| 004821 - NATIONAL CENTER FOR EDUCATION | 14355117 | 6,950.00 | 17-669 | 6,950.00 | 00000026 89 | 6,950.00 | 0100 | 00000000 | 0000 | 7100 | 5300000 | 064 | | |

Business Unit Total: \$53,115.21

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2018-01-22

03300: San Ysidro

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|-------------------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000033 - ORANGE COUNTY DEPT. OF EDUCATION | 14356960 | 149.43 | 94L12018 | 149.43 | 0000002915 | 149.43 | 0100 | 0490000 | 0000 | 3140 | 5800010 | 052 | | |
| 000000171 - MY PT SAN DIEGO | 14356961 | 850.00 | 85 | 850.00 | 0000002447 | 850.00 | 0100 | 6500000 | 5770 | 1190 | 5800010 | 054 | | |
| 000000296 - CESAR MERCADO | 14356962 | 187.94 | REIMBURSEMENT | 187.94 | | 187.94 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 025 | | |
| 000000341 - GROSSMONT UNION HIGH SCHOOL | 14356963 | 6,444.05 | AR009114 | 6,444.05 | 0000002550 | 6,444.05 | 0100 | 0982000 | 0000 | 3600 | 5600003 | 074 | | |
| 000000384 - NATIONAL ALLIANCE TO END | 14356964 | 540.00 | REGISTRATION | 540.00 | 0000002896 | 540.00 | 0100 | 3010005 | 0000 | 3900 | 5200003 | 061 | | |
| 000043 - PRUDENTIAL OVERALL | 14356965 | 131.45 | NOV-DEC 2017 | 131.45 | 0000002120 | 131.45 | 0100 | 0982000 | 0000 | 3600 | 4300023 | 074 | | |
| 000069 - CITY TREASURER | 14356966 | 9,281.74 | DECEMBER 2017 | 9,281.74 | 0000002013 | 9,281.74 | 0100 | 0000000 | 0000 | 8200 | 5500004 | 069 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 4345371117 & 4345711217 | 100.27 | 0000002575 | 5.11 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 4345371117 & 4345711217 | 100.27 | 0000002575 | 12.27 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 4345371117 & 4345711217 | 100.27 | 0000002575 | 20.46 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 4345371117 & 4345711217 | 100.27 | 0000002575 | 25.58 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 4345371117 & 4345711217 | 100.27 | 0000002575 | 36.85 | 0100 | 5640000 | 0000 | 3140 | 4300001 | 054 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 2080151217 | 692.85 | 0000002846 | 5.12 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 2080151217 | 692.85 | 0000002846 | 10.24 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|------------------------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 18.42 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 20.49 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 35.87 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 35.87 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 45.10 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 51.25 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 71.75 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 82.00 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 132.24 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000146 - LAKESHORE | 14356967 | 793.12 | 20801512 17 | 692.85 | 00000028 46 | 184.50 | 1200 | 9024000 | 0001 | 1000 | 4300001 | 076 | | |
| 000208 - SCHOOL HEALTH CORPORATION | 14356968 | 91.80 | 3385183-00 | 91.80 | 00000028 39 | 91.80 | 0100 | 0490000 | 0000 | 3140 | 4300010 | 052 | | |
| 000273 - SCHOLASTIC, INC | 14356969 | 1,761.38 | M6170782 | 1,761.38 | 00000018 37 | 1,761.38 | 1200 | 9024000 | 0001 | 1000 | 4300333 | 076 | | |
| 000356 - GRAINGER | 14356970 | 5,566.32 | GRAINGE R | 233.12 | 00000020 27 | 233.12 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 000356 - GRAINGER | 14356970 | 5,566.32 | 96550274 40 & 96517519 93 | 5,333.20 | 00000028 31 | 1,281.79 | 0100 | 8150000 | 0000 | 8100 | 4400000 | 070 | | |
| 000356 - GRAINGER | 14356970 | 5,566.32 | 96550274 40 & 96517519 93 | 5,333.20 | 00000028 31 | 4,051.41 | 0100 | 8150000 | 0000 | 8100 | 4400000 | 070 | | |
| 000379 - HATHORNE MACHINERY | 14356971 | 5,263.56 | SC100007 539 | 5,263.56 | 00000029 29 | 5,263.56 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |
| 000396 - DION INTERNATIONAL TRUCK CO. | 14356972 | 1,081.19 | 01SDW70 00 & 01SDW94 09 | 1,081.19 | 00000028 95 | 424.80 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |
| 000396 - DION INTERNATIONAL TRUCK INC. | 14356972 | 1,081.19 | 01SDW70 00 & 01SDW94 09 | 1,081.19 | 00000028 95 | 656.39 | 0100 | 0982000 | 0000 | 3600 | 5600005 | 074 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|---|----------|----------------|-------------------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 001795 - WILLY'S ELECTRONIC SUPPLY CO. | 14356977 | 56.75 | 1-368927 | 56.75 | 0000002044 | 56.75 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 001845 - FERGUSON ENTERPRISES, INC#1350 | 14356978 | 651.68 | FERGUSON | 399.52 | 0000002051 | 399.52 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 001845 - FERGUSON ENTERPRISES, INC#1350 | 14356978 | 651.68 | 5511558 | 252.16 | 0000002051 | 252.16 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 002279 - COX COMMUNICATION | 14356979 | 17,831.21 | JAN 2018 | 17,831.21 | | 17,831.21 | 0100 | 0000000 | 0000 | 8200 | 5800010 | 067 | | |
| 002578 - CLARK SECURITY PRODUCTS | 14356980 | 6,007.23 | SMYTHE&MIRADA LOCKS | 6,007.23 | 0000002529 | 4,109.17 | 2110 | 9010000 | 0000 | 8500 | 4300007 | 012 | | |
| 002578 - CLARK SECURITY PRODUCTS | 14356980 | 6,007.23 | SMYTHE&MIRADA LOCKS | 6,007.23 | 0000002529 | 1,898.06 | 2110 | 9010000 | 0000 | 8500 | 4300007 | 016 | | |
| 002976 - FEDEX | 14356981 | 60.15 | 6-054-39742 | 60.15 | 0000002009 | 60.15 | 0100 | 6500000 | 5001 | 3900 | 5900012 | 054 | | |
| 003113 - PHONAK HEARING SYSTEMS | 14356982 | 1,756.92 | 5156874469 | 1,756.92 | 0000002812 | 1,756.92 | 0100 | 6500000 | 5750 | 1130 | 4400000 | 054 | | |
| 003221 - HOUGHTON MIFFLIN COMPANY | 14356983 | 4,533.80 | PO#2378 | 4,533.80 | 0000002378 | 523.67 | 0100 | 6500000 | 5770 | 1190 | 4300003 | 054 | | |
| 003221 - HOUGHTON MIFFLIN COMPANY | 14356983 | 4,533.80 | PO#2378 | 4,533.80 | 0000002378 | 2,000.41 | 0100 | 6500000 | 5770 | 1190 | 4300003 | 054 | | |
| 003221 - HOUGHTON MIFFLIN COMPANY | 14356983 | 4,533.80 | PO#2378 | 4,533.80 | 0000002378 | 2,009.72 | 0100 | 6500000 | 5770 | 1190 | 4300003 | 054 | | |
| 004048 - BROADWAY AUTO GLASS | 14356984 | 185.12 | 1-59675 | 185.12 | 0000002082 | 185.12 | 0100 | 0982000 | 0000 | 3600 | 4300060 | 074 | | |
| 004056 - OPTIMUM FLOORCARE | 14356985 | 50.79 | 434176 | 50.79 | 0000002127 | 50.79 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 004459 - BEST PLUMBING SPECIALTIES INC | 14356986 | 166.83 | 5762927 | 166.83 | 0000002126 | 166.83 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 004942 - MPC ELECTRONICS INC | 14356987 | 41.12 | 271514 | 41.12 | 0000002908 | 41.12 | 0100 | 0982000 | 0000 | 3600 | 4300011 | 074 | | |
| 005046 - LAW OFFICES OF SCHWARTZ&STORE Y 51 | 14356988 | 10,000.00 | SETTLEM ENT#2017 061028 | 5,000.00 | 0000002903 | 5,000.00 | 0100 | 0000000 | 0000 | 7200 | 5800150 | 054 | | |
| 005046 - LAW OFFICES OF SCHWARTZ&STORE Y 51 | 14356988 | 10,000.00 | SETTLEM ENT#2017 070838 | 5,000.00 | 0000002904 | 5,000.00 | 0100 | 0000000 | 0000 | 7200 | 5800150 | 054 | | |
| 004571 - DOMTAR PAPER CO. LLC | 14356989 | 7,822.65 | 1413985 | 3,555.75 | 0000002873 | 3,555.75 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 022 | | |

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Report ID: APX2030

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Page No. 46
Run Date 1/22/2018
Run Time 15:01:08 PM

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|-------------------------------|----------|----------------|-------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 004571 - DOMTAR PAPER CO. LLC | 14356989 | 7,822.65 | 1413984 | 1,422.30 | 00000028 89 | 1,422.30 | 0100 | 0000000 | 0000 | 7200 | 4300011 | 071 | | |
| 004571 - DOMTAR PAPER CO. LLC | 14356989 | 7,822.65 | 1412589 | 2,844.60 | 00000026 32 | 2,844.60 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 024 | | |
| 004678 - AMAZON.COM, INC. | 14356990 | 137.25 | PO#2772 | 137.25 | 00000027 72 | 9.00 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14356990 | 137.25 | PO#2772 | 137.25 | 00000027 72 | 36.01 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 022 | | |
| 004678 - AMAZON.COM, INC. | 14356990 | 137.25 | PO#2772 | 137.25 | 00000027 72 | 92.24 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 022 | | |
| 004824 - EDTECH TEACHER, INC. | 14356991 | 698.00 | 0003381D | 698.00 | 00000028 71 | 698.00 | 0100 | 4035000 | 1110 | 1000 | 5200003 | 061 | | |
| 004833 - SPARKLETTS | 14356992 | 123.94 | 52317320 11118 | 123.94 | 00000021 21 | 123.94 | 0100 | 0000000 | 0000 | 7200 | 5600005 | 071 | | |
| 01641A - XEROX CORPORATION | 14356993 | 4,691.55 | XEROX | 4,691.55 | 00000021 74 | 4,691.55 | 0100 | 0000000 | 0000 | 7200 | 5600020 | 071 | | |

Business Unit Total: \$91,263.84

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2018-01-23

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000259 - CHARACTER COUNTS! SERVICE CORP | 14357612 | 2,089.90 | CC-013377 | 2,089.90 | 0000001831 | 323.24 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 000000259 - CHARACTER COUNTS! SERVICE CORP | 14357612 | 2,089.90 | CC-013377 | 2,089.90 | 0000001831 | 1,766.66 | 0100 | 3010000 | 1110 | 1000 | 4300001 | 020 | | |
| 000000363 - RIFTON EQUIPMENT | 14357613 | 10,511.29 | E567X-1 | 10,511.29 | 0000002761 | 1,775.42 | 0100 | 5640000 | 5750 | 1130 | 4300010 | 054 | | |
| 000000363 - RIFTON EQUIPMENT | 14357613 | 10,511.29 | E567X-1 | 10,511.29 | 0000002761 | 1,852.96 | 0100 | 5640000 | 5750 | 1130 | 4300010 | 054 | | |
| 000000363 - RIFTON EQUIPMENT | 14357613 | 10,511.29 | E567X-1 | 10,511.29 | 0000002761 | 2,183.55 | 0100 | 5640000 | 5750 | 1130 | 4300010 | 054 | | |
| 000000363 - RIFTON EQUIPMENT | 14357613 | 10,511.29 | E567X-1 | 10,511.29 | 0000002761 | 2,234.17 | 0100 | 5640000 | 5750 | 1130 | 4300010 | 054 | | |
| 000000363 - RIFTON EQUIPMENT | 14357613 | 10,511.29 | E567X-1 | 10,511.29 | 0000002761 | 2,465.19 | 0100 | 5640000 | 5750 | 1130 | 4300010 | 054 | | |
| 000000387 - IVONNE DUENAS | 14357614 | 27.80 | MILEAGE | 27.80 | | 27.80 | 0100 | 6500000 | 5001 | 3900 | 5200002 | 054 | | |
| 000136 - WAXIE SANITARY SUPPLY | 14357615 | 1,979.03 | PO#2808 | 1,979.03 | 0000002808 | 92.22 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 012 | | |
| 000136 - WAXIE SANITARY SUPPLY | 14357615 | 1,979.03 | PO#2808 | 1,979.03 | 0000002808 | 349.73 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 012 | | |
| 000136 - WAXIE SANITARY SUPPLY | 14357615 | 1,979.03 | PO#2808 | 1,979.03 | 0000002808 | 434.18 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 012 | | |
| 000136 - WAXIE SANITARY SUPPLY | 14357615 | 1,979.03 | PO#2808 | 1,979.03 | 0000002808 | 1,102.90 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 012 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 11.62 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 11.64 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 12.62 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 13.59 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 14.56 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 14.83 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 0000002847 | 16.49 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 17.44 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 38.73 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 38.73 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 38.76 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 45.40 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 45.55 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 46.60 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 68.43 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 83.44 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 116.55 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 133.94 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 152.65 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 160.23 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 167.80 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2847 | 1,482.71 | 00000028 47 | 233.11 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 1.38 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 1.83 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 2.18 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 4.38 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 6.34 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 6.94 | 1200 | 5210000 | 0001 | 1000 | 4300001 | 076 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 41.58 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 43.87 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 87.65 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 105.36 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 150.01 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 155.99 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2746 | 1,741.18 | 00000027 46 | 216.12 | 1200 | 6105000 | 0001 | 1000 | 4300001 | 076 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 4.34 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 10.06 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 17.25 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 17.47 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 21.14 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 21.70 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 22.24 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 24.14 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 28.58 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 41.25 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 58.24 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 63.54 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 116.50 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 158.67 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |

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PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2790 | 795.73 | 00000027 90 | 190.61 | 0100 | 0000000 | 0000 | 2100 | 4300011 | 061 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 4.78 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 5.32 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 6.70 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 8.51 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 10.63 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 10.63 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 12.34 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 13.83 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 14.04 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 19.15 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 21.27 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 23.40 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 26.61 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 27.66 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2756 | 237.85 | 00000027 56 | 32.98 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 5.40 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 6.11 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 6.72 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 9.69 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 23.86 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |

13B
32

2088

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|------------------------------|----------|----------------|-----------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 24.49 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 28.46 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 36.75 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 000809 - OFFICE DEPOT | 14357616 | 4,450.07 | PO#2848 | 192.60 | 00000028 48 | 51.12 | 0100 | 0000000 | 0000 | 7100 | 4300011 | 064 | | |
| 001678 - ANITA GILLCHREST | 14357617 | 190.30 | MILEAGE | 190.30 | | 190.30 | 0100 | 6500000 | 5001 | 3140 | 5200002 | 054 | | |
| 002771 - SMART & FINAL | 14357618 | 121.75 | SMART&F INAL | 121.75 | 00000021 30 | 121.75 | 0100 | 0000000 | 0000 | 7100 | 4300015 | 064 | | |

Business Unit Total: \$19,370.14

2088

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2018-01-24

| Vendor | Warrant | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|--|----------|----------------|------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 0000000068 - P.I.P.S. | 14358337 | 119,595.00 | 209200 | 119,595.00 | 00000029 00 | 119,595.00 | 0100 | 0000000 | 0000 | 7200 | 5800010 | 071 | | |
| 0000000177 - CSM CONSULTING INC. | 14358338 | 1,500.00 | 8366 | 1,500.00 | 00000028 04 | 1,500.00 | 0100 | 0000000 | 0000 | 7200 | 5800010 | 071 | | |
| 000000290 - ATLAS ENVIRONMENTAL SERVICES, INC. | 14358339 | 1,550.00 | 39371 | 1,550.00 | 00000029 35 | 1,550.00 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 0000000316 - SCRIPPS PERFORMING ARTS, INC. | 14358340 | 33,067.20 | 003 | 33,067.20 | 00000023 14 | 33,067.20 | 0100 | 0000001 | 1110 | 1000 | 5800010 | 061 | | |
| 0000000336 - PROJECT LEAD THE WAY INC | 14358341 | 3,850.00 | 125482 - 3074237 | 3,850.00 | 00000028 72 | 3,208.33 | 0100 | 4035000 | 1110 | 1000 | 5200003 | 061 | | |
| 0000000336 - PROJECT LEAD THE WAY INC | 14358341 | 3,850.00 | 125482 - 3074237 | 3,850.00 | 00000028 72 | 641.67 | 0100 | 4035000 | 1110 | 2700 | 5200003 | 061 | | |
| 0000000369 - ZASUETA CONTRACTING, INC | 14358342 | 2,703.00 | 1829 | 1,321.00 | 00000028 29 | 1,321.00 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 0000000369 - ZASUETA CONTRACTING, INC | 14358342 | 2,703.00 | 1830 | 1,382.00 | 00000029 24 | 1,382.00 | 0100 | 8150000 | 0000 | 8100 | 5600005 | 070 | | |
| 000136 - WAXIE SANITARY SUPPLY | 14358343 | 2,050.70 | 77065476 | 2,050.70 | 00000029 36 | 2,050.70 | 0100 | 0000000 | 0000 | 8200 | 4300020 | 020 | | |
| 000281 - J&E PRO AUDIO LLC | 14358344 | 1,184.02 | 16779 | 1,184.02 | 00000017 50 | 31.79 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 020 | | |
| 000281 - J&E PRO AUDIO LLC | 14358344 | 1,184.02 | 16779 | 1,184.02 | 00000017 50 | 52.45 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 020 | | |
| 000281 - J&E PRO AUDIO LLC | 14358344 | 1,184.02 | 16779 | 1,184.02 | 00000017 50 | 124.01 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 020 | | |
| 000281 - J&E PRO AUDIO LLC | 14358344 | 1,184.02 | 16779 | 1,184.02 | 00000017 50 | 389.53 | 0100 | 0000000 | 1110 | 4100 | 4300012 | 020 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 124.45 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 290.39 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 290.39 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |

2089

PeopleSoft Accounts Payable
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

| Vendor | Warrant Amount | Warrant Amount | Invoice Id | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object | Site | Op Unit | PY |
|-----------------------------------|----------------|----------------|------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 746.71 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 746.71 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 746.71 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |
| 000437 - CURRICULUM ASSOC. INC. | 14358345 | 5,825.53 | 90504934 | 5,825.53 | 00000026 49 | 2,880.17 | 0100 | 0000000 | 1110 | 1000 | 4200000 | 024 | | |
| 001749 - TURF STAR INC. | 14358346 | 8,501.94 | 1218398-00 | 8,501.94 | 00000027 98 | 8,501.94 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 002032 - ASELTINE SCHOOL | 14358347 | 8,792.53 | DECEMBER 2017 | 8,792.53 | 00000022 50 | 8,792.53 | 0100 | 6500000 | 5750 | 1180 | 5800009 | 054 | | |
| 002722 - YMCA OF SAN DIEGO COUNTY | 14358348 | 94,061.82 | SYSD-1217 | 94,061.82 | 00000025 00 | 8,465.56 | 0100 | 4124000 | 1110 | 1000 | 5800010 | 061 | | |
| 002722 - YMCA OF SAN DIEGO COUNTY | 14358348 | 94,061.82 | SYSD-1217 | 94,061.82 | 00000025 00 | 85,596.26 | 0100 | 9065005 | 1110 | 1000 | 5800010 | 061 | | |
| 004678 - FLOORCARE | 14358349 | 210.00 | 432056 | 210.00 | 00000021 27 | 210.00 | 0100 | 0000000 | 0000 | 8200 | 4300014 | 069 | | |
| 004678 - AMAZON.COM, INC. | 14358350 | 1,230.07 | PO#2862 | 1,230.07 | 00000028 62 | 1,230.07 | 0100 | 0000000 | 1110 | 1000 | 4300001 | 022 | | |
| 004797 - KOMPAN, INC. | 14358351 | 2,028.50 | S085426 | 2,028.50 | 00000026 86 | 2,028.50 | 0100 | 8150000 | 0000 | 8100 | 4300007 | 070 | | |
| 004834 - VMA COMMUNICATIONS, INC. | 14358352 | 6,918.75 | DEC2017 | 6,918.75 | 00000023 50 | 6,918.75 | 0100 | 0000000 | 0000 | 7200 | 5800010 | 064 | | |
| 004900 - ANTONIO RAMIREZ | 14358353 | 539.28 | DECEMBER MILEAGE | 539.28 | | 539.28 | 0100 | 6500000 | 5001 | 3900 | 5200002 | 054 | | |

Business Unit Total: \$293,608.34

2089

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: pw
 Informational
 Action

AGENDA ITEM: 2018-19 BUDGET CALENDAR

BACKGROUND INFORMATION:

It is imperative that we develop a budget calendar that encompasses all budget related activities chronologically. Most of the activities are the same from one year to the next. The timelines of some of these activities, such as the Interim Reports, are statutorily defined; while the other activities are defined by the school districts.

The attached 2018-19 Budget Calendar is provided for your information.

RECOMMENDATION:

Information only.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Renewal New Amendment Ratify Other

Business Services Reviewed: pw

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

N/A
(Amount)

N/A
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board



GOVERNING BOARD

Rosaleah Pallasigue, President
Irene Lopez, Vice-President

Marcos A. Diaz, Clerk
Rodolfo Linares, Member
Antonio Martinez, Member

Quality education and opportunity for all students to succeed

Mary L. Willis, Ed.D.
Interim Superintendent

Peter Wong
Interim Chief Business Official

Budget Calendar FY 2018-19

- January - Governor released proposed budget
- February/March – Enrollment/Staffing Projection
- February/March – Preparation and submission of Second Interim
- March/April – Finalize LCAP
- March/April – Meeting with site/department administrators
- March/April – Board Budget Study Session
- April – P-2 Attendance Report
- May – May Revision
- June – Budget/LCAP Public Hearing
- June – Budget Adoption
- July/August – 2017-18 Year-end Closing (Unaudited Actuals)
- August – Within 45 days, the District revises its budget to reflect significant changes in the State's approved budget.
- September - Unaudited Actuals submitted for approval.
- November/December - Preparation and submission of First Interim.
- December – Submission of 2017-18 Annual Financial Audit Report

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: pm
 Informational
 Action

AGENDA ITEM: STIPULATED AGREEMENT WITH THE STATE CONTROLLER'S OFFICE
AND THE DEPARTMENT OF FINANCE

BACKGROUND INFORMATION:

The auditors have determined that San Ysidro School District over reported the 2015-16 Actual Daily Attendance (ADA) for funding purposes by 262.02 and received an additional \$2,649,671 of Local Control Funding Formula (LCFF) funds as a result of the over-reported ADA. The District and the Department of Finance and State Controller's Office have reached an agreement to re-pay the over-apportionment in four equal installments with no interest over the next four years at \$662,417.75 per year. The re-payment has already been set aside as a payable and will have no financial impact to the existing financial conditions.

RECOMMENDATION:

Approve the Stipulated Agreement with the State Controller's Office and the Department of Finance to repay for an over apportionment with regards to the 2015-16 financial audit finding. The over apportionment of \$2,649,671.00 will be paid in four equal installments of \$662,417.75 per year with no interest over the next four years.

LCAP GOAL AND ACTION/SERVICE (please indicate):

| | | |
|--|--|---|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Ratify <input type="checkbox"/> Other | Business Services Reviewed: <u>pm</u> | |
| Financial Implications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Are funds for this item available in the 2017-2018 Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Requisition # <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| <div style="border: 1px solid black; padding: 5px; width: 150px;"> \$2,649,671.00 (Amount) </div> | <div style="border: 1px solid black; padding: 5px; width: 300px;"> Unrestricted General Fund (Name of funding source and/or location) </div> | <div style="border: 1px solid black; padding: 5px; width: 200px;"> -- (Funding account number) </div> |

Recommended for: Approval Denial Certification Requested Yes No
Superintendent's Office Certification:

Mary L. Willis
 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

1 FAGEN FRIEDMAN & FULFROST, LLP
Howard A. Friedman, SBN 61187
2 hfriedman@f3law.com
6300 Wilshire Boulevard, Suite 1700
3 Los Angeles, California 90048
Phone: 323-330-6300
4 Fax: 323-330-6311

5 Attorneys for Appellant
San Ysidro School District
6

7
8 **BEFORE THE EDUCATION AUDIT APPEALS PANEL**
9 **FOR THE STATE OF CALIFORNIA**

10
11 In the Matter of the Audit Appeal of:
2015-16 Audit Findings 2016-007 and 2016-
12 009 by:

13 San Ysidro School District,
14 Appellant.

EAAP Case No. 17-16

OAH Case No. 2017-10-1030

STIPULATED AGREEMENT

15
16
17 Appellant SAN YSIDRO SCHOOL DISTRICT (Appellant), and Respondent State
18 Controller's Office ("SCO"), and Respondent Intervenor Department of Finance (Finance)
19 collectively known as "the Parties" agree to a complete resolution of the above-captioned matters
20 as follows:

21 RECITALS

22 A. The independent accounting firm of Wilkinson Hadley King & Co. (Auditor)
23 conducted an audit of the Appellant for the 2015-2016 fiscal year; the results of which were
24 included in the audit report issued on or about June 30, 2016.

25 B. In Audit Finding 2016-007 the Auditor determined that the Appellant was not in
26 compliance with Education Code section 41601 in the calculation of home and hospital instruction
27 average daily attendance (ADA). Further, in Audit Finding 2016-009, the Auditor determined that
28 the Appellant made errors in calculations of students eligible under the Free and Reduced Price

1 Meal program.

2 C. Respondent SCO certified the audit.

3 D. The Auditor determined that there was material noncompliance which resulted in
4 an overstatement in the amount of apportionment the Appellant claimed from the State in the
5 amount of \$2,601,755 (262.02 ADA at P2) relative to Audit Finding 2016-007, and \$47,916
6 relative to Audit Finding 2016-009.

7 E. Appellant then timely filed a request for formal appeal of the subject Audit
8 Findings for 2015-2016 pursuant to Education Code section 41344, subdivision (d), instituting this
9 appeal.

10 F. Finance intervened as a Respondent pursuant to Education Code section 42344.1,
11 subdivision (b).

12 G. In order to avoid the cost and uncertainty of litigation, the parties to this case agree
13 to resolve this dispute on the terms and conditions described herein.

14 AGREEMENT

15 For the purpose of completely settling and resolving the appeal of the referenced Audit
16 Findings for school year 2015-2016, the Parties agree as set forth below:

17 1. This stipulated agreement fully and completely resolves all claims, demands,
18 appeals, obligations, or causes of actions arising from or relating to the referenced Audit Findings.
19 Accordingly, the Parties expressly waive any right or claim to assert or pursue thereafter any
20 claim, demand, obligation, and/or cause of action relating to said Audit Findings.

21 2. The Appellant shall repay in full satisfaction of said Audit Findings the sum total of
22 \$2,649,671. The total amount of the disallowance, \$2,649,671, shall be withheld from the
23 Appellant's from its future principal apportionments the sum of \$2,649,671 in equal installments
24 of \$662,417.75 per year over a period of four (4) years, with no interest, commencing with its next
25 principal apportionment following EAAP approval and adoption of this stipulated agreement, and
26 approval and adoption by the Board of Education of San Ysidro School District.

27 3. This stipulated agreement is subject to and conditioned upon approval and adoption
28 by EAAP, pursuant to Education Code section 41344.1, subdivision (b).

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4. This stipulated agreement may be executed in counterparts, each of which shall constitute an original. Facsimile and PDF signature transmitted to other parties to this stipulated agreement are deemed to be the equivalent of original signatures.

5. The parties shall be responsible for their own attorneys' fees and costs.

Dated: _____, 2017 SAN YSIDRO SCHOOL DISTRICT

By: _____
Mary Willis, Interim Superintendent

Dated: _____, 2017 DEPARTMENT OF FINANCE

By: _____
Alyson Reed Parker, Deputy Attorney
General Jeff Bell, Program Budget Manager

Dated: _____, 2017 OFFICE OF THE STATE CONTROLLER

By: _____
John E. Dickerson, Staff Counsel

1 *AS TO FORM ONLY*

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3 Dated: _____

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XAVIER BECERRA
Attorney General of California
LESLIE P. MCELROY
Supervising Deputy Attorney General

ALYSON REED PARKER
Deputy Attorney General
Attorneys for Defendant
Department of Finance

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: pm
 Informational
 Action

AGENDA ITEM: AGREEMENT WITH SILVER CREEK INDUSTRIES TO PURCHASE PORTABLE BUILDINGS VIA A "PIGGYBACK" AGREEMENT WITH THE CHULA VISTA UNIFIED SCHOOL DISTRICT BID #14/15-3

BACKGROUND INFORMATION:

Due to the new residential development taking place in the Ocean View community, the student population at Ocean View Hills and Vista Del Mar Schools is expected to increase above their housing capacity next year. Administration is being proactive and has began the process of planning and installing one portable building (4 classrooms) at Ocean View Hills and one portable building (2 classrooms) at Vista Del Mar. For operational efficiency purposes, Administration requests approval to purchase the portable buildings from Silver Creek Industries by piggybacking on the Chula Vista Unified School District public bid contract #14/15-3. The cost of the four-classroom portable (120' x 32') is \$489,697.00 and the cost of a two-classroom portable (60' x 32') is \$253,069.00 for a combined total of \$742,766.00.

Public Contract Code authorizes school districts to enter into contract under certain conditions requiring the Board to determine that the contract is in the best interest of the District, and all payments to the vendor will be under the same terms and conditions as the original "Piggyback" bid contract.

RECOMMENDATION:

Approve the agreement with Silver Creek Industries to purchase two portable buildings via the Chula Vista Unified School District "piggyback" agreement public bid contract #14/15-3 for an amount of \$742,766.00 from the Capital Facilities fund.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal #2, Safety, Climate and Student Engagement

2.1 Maintain basic operating services of the district including MOT personnel, transportation, contracted services, and utilities.

Renewal New Amendment Ratify Other

Business Services Reviewed: pm

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

\$742,766.00

(Amount)

Capital Facilities Fund

(Name of funding source and/or location)

--

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

January 30, 2018

San Ysidro School District
 4350 Otay Mesa Road
 San Ysidro, CA 92173

Attn: Peter Wong

RE: Budgetary Proposal for (1) 120'x32' Classroom Building (consisting of 4 classrooms) at Ocean View Hills Elementary School, and (1) 60'x32' Locker Room Building (consisting of 2 locker rooms) at Vista Del Mar Middle School.

Peter:

Thank you for the opportunity to provide San Ysidro School District a budgetary quote for classrooms at Ocean View Hills Elementary School, and locker rooms at Vista Del Mar Middle School. Silver Creek Industries (SCI) has been awarded a contract with Chula Vista Unified School District (Bid No. 14/15-3) which allows us to utilize its piggyback provisions to contract with other school districts. This proposal is based on SCI PC drawings #04-114119, 2013 CBC, as well as appendices attached hereto. No drawings or district specs were provided for this budget proposal. All terms and conditions shall be per the Chula Vista Elementary School District contract.

**(1) 120'x32' Classroom Building – Ocean View Hills ES.....\$489,697.00
 (4 classrooms)**

**(1) 60'x32' Locker Room Building – Vista Del Mar MS.....\$253,069.00
 (2 locker rooms)**

TOTAL \$742,766.00

Proposed Construction Schedule:

DSA approval, Manufacturing, Based on 2013 CBC, Installation and Completion will be negotiated upon notice of award. Sample schedule will vary, depending on project. This sample is for reference only. However, it is imperative these durations are factored into your production schedule. Please note – any delay can affect your online production date.

Sample Schedule:

- DSA approval package to submit to AOR.....3-6 weeks from NTP/contract
- DSA Approval.....Not in SCI's control
- Submittals2-3 weeks
- Fabrications ...4-6 wks (3-6 wks procurement ahead of fabrication needed) Depending on project
- Delivery.....2-6 Days
- Erection.....1-3 Days craning w/o any obstruction
- Completion8-12 weeks

Payment schedule:

Monthly progress billings and payment based on approved schedule of values, as well as 5% retention.



Building for the Next Generation

Important Note: The actual dates may vary based upon the District's Architect receipt of DSA approval for the Building and the project site. In addition, the availability of the project site to begin construction may vary the proposed schedule. Delays in the schedule may impact the project cost.

- All concepts and/or files are to be considered instruments of services and intellectual property of Silver Creek Industries;
- This proposal is valid for 90 days. Due to the potential for significant price fluctuations, we reserve the right to review this quote prior to the execution of a contract and request a change to the pricing and terms of this proposal with appropriate substantiation.

Proposal Pricing: Includes: (1) 120'x32' Classroom Building (4 classrooms) at Ocean View Hills ES

Base Building (30x32)

Delivery w/o any Obstructions

Installation w/o any Obstructions (on concrete stem wall foundation by others)

Weld Plates (FOB)

Crane

Fire Sprinklers

Wood Floors w/50+15# Load

SCI Standard Carpet Tile Flooring

SCI Standard Tackable Vinyl Interior Walls w/Full Panel Close-Up

Single Sloped Roof with .60 Mil TPO (Johns Manville)

SCI Standard 5'Overhang at Front and 2'6" Overhang at Back

SCI Standard Gutters/Downspouts

2x6 Exterior Walls w/R-19 Insulation

Duratemp Exterior Siding

(4) Exterior Hollow Metal Doors w/KD Frames

SCI Standard Hardware (except Schlage ND95JD lockset per District)

(3) Full Height 2x4 Interior Walls (to create 4 classrooms – no specified STC rating)

SCI Standard Clear Anodized Aluminum 8040 Windows

8'6" Ceiling w/Grid and 755B Tiles Throughout

2x4 LED Troffer

Lighting Control System

Single Phase (1) 100amp Electrical Panels Load Center

(2) Data Wall Outlets per Classroom

(8) Duplex Receptacle Outlets per Classroom

(1) Clock per Classroom

(1) Quiet Climate 1 Single Phase Exterior Wall Mount HVAC Unit per Classroom

Blocking in each classroom for future Smartboard (Smartboard to be provided by others)

Blocking in each classroom for ceiling projector (projector to be provided by others)

(1) Surface Mounted Fire Extinguisher per Classroom

Engineering and Design

Contract and Project Supervision

Proposal Pricing: Includes: (1) 60'x32' Locker Room Building (2 locker rooms) at Vista Del Mar MS

Base Building (30x32)

Delivery w/o any Obstructions

Installation w/o any Obstructions (on concrete stem wall foundation by others)



Building for the Next Generation

Weld Plates (FOB)
Crane
Fire Sprinklers
Wood Floors w/100# Load
SCI Standard VCT Flooring
SCI Standard FRP Interior Walls w/Full Panel Close-Up
Single Sloped Roof with .60 Mil TPO (Johns Manville)
SCI Standard 5' Overhang at Front Only
SCI Standard Canopy at Two Rear Doors
SCI Standard Gutters/Downspouts
2x6 Exterior Walls w/R-19 Insulation
Duratemp Exterior Siding
(4) Exterior Hollow Metal Doors w/KD Frames
SCI Standard Hardware (except Schlage ND95JD lockset per District)
(1) Full Height 2x4 Interior Wall (to create 2 locker rooms – no specified STC rating)
8'6" Ceiling w/Grid and 2910 Tiles Throughout
2x4 LED Troffer
Lighting Control System
Single Phase (1) 100amp Electrical Panels Load Center
(8) Duplex Receptacle Outlets per Locker Room
(1) Single Phase 4-Ton Exterior Wall Mount HVAC Unit per Locker Room
Blocking only for lockers (lockers to be provided by others)
Blocking only for total of 4 benches (2 per locker room – benches to be provided by others)
(1) Surface Mounted Fire Extinguisher per Locker Room
Engineering and Design
Contract and Project Supervision

Exclusions:

- The omission of any item(s) not specifically listed in the above scope of work shall not be construed on the pricing or scope
- All site work. Including but not limited to:
 - Site preparation and access
 - Spoils, asphalt or sod removal from site
 - Engineered pad
 - Connection of all utilities/ POC's
 - Walkways, landscaping and Irrigation
 - Concrete curb and flatwork/ Expansion joint caulking @ flatwork
- Soil testing and reports.
- Grading, excavating
- Special unloading
- Fees for blocking streets
- Special transportation routing
- Backfill and compaction around buildings
- Under building drainage/ Drywells
- Concrete stem wall or slab foundations – special provisions required for foundation specifications when owner elects to install foundation
- Concrete slurry (2" slurry in crawlspace is necessary for enhanced air quality)
- Foundation vents and grates are to be installed after the buildings are installed. Foundation vents and grates are not included in SCI scope of work if foundation is not in SCI's scope of work;



Building for the Next Generation

- Custom extended stem walls and footing, concrete ramps, landings, handrails, or walkways required due to poor or unlevelled site conditions or soils reports requirements
- Site construction fences and gates
- Condensation for roof mount units
- In plant / on site DSA approved inspectors.
- Any fire rating requirements due to building sighting
- Water flow tests and rates (required for sprinkler design)
- Water system Chlorination testing/ certification
- Roof water testing/ Door flood test/ Flood test
- All permanent or temporary power, telephone, fencing, security, dust control, project trailer, and toilets.
- All wire, controls, devices, equipment and connections for all low voltage systems including but not limited to energy management system, fire alarm, communication, signal, smoke and heat detector, and security systems
- Conduit, raceways, boxes, cable trays above ceiling
- Wire mold
- EMS System
- Exterior lighting other than standard door way lights
- Motion sensors (exception: sensors for interior lighting controls)
- Fire rated assemblies, unless noted.
- Special back boxes for phone, FA, Security and Intercom system.
- Architect fees
- Seamless gutters
- Electrical grounding system or components
- No furniture, equipment, lockers or benches included
- Professional cleaning- including waxing floors, stripping and sealing
- Signage
- Window shades- manual or operable
- All Appliances
- Lighting Control Panel
- Utility meters, pressure regulators and shut-off valves
- Electrical transformers and main switch gear
- Casework
- Plumbing fixtures including classroom sinks
- Ramps / Landings
- Prevailing Wage in SCI Factory
- WUI Code
- PSA/PLA Labor Union Agreements
- Full Time Superintendent
- Working weekends and/or holidays is not included
- No windows for Locker Room Building



Building for the Next Generation

Thank you again for the opportunity to provide this proposal. Should you have any questions, concerns or require additional information, please do not hesitate to contact me on my cell at (951) 852-6384, the office at (951) 943-5393 or via email at swillis@silver-creek.net. If everything looks good and you would like to move forward, please sign this proposal and return to me via email so that engineering can start on the drawings and we can confirm schedule.

Sincerely,

Suzanne Willis
Marketing & Business Development Manager

Acceptance of Proposal

Name _____

Signature _____

Date _____

APENDIX A

Structural / Foundation System Disclaimer:

This proposal has been prepared based upon the information provided to Silver Creek Industries (SCI) by the client. In the event that documentation regarding the Structural Design Parameters and the Geotechnical features for the site have not been provided this proposal utilizes the following assumptions (unless otherwise noted within the proposal):

| | | |
|--------------------------|---|--|
| Site Class | = | D (Stiff Soil) |
| Ss | = | 1.875 g (Non-Reduced Value) |
| Risk Category | = | II (Single Story Structures) III (Multi Story Structures) |
| Soil Bearing Pressure | = | 1,000 psf (Wood Foundations) 1,500 psf (Concrete Foundations) |
| Continuous Footing Width | = | 12" (minimum) |
| Isolated Footing Width | = | 36" square (minimum) |
| Footing Depth | = | 12" below lowest adjacent grade |
| Liquefaction Potential | = | None |
| Seismic Settlement | = | None |
| Differential Settlement | = | None |
| Soil Corrosivity | = | Low (No Special Measures / Protection Required) |
| Mapped Seismic Hazards | = | None |
| Wind Speed | = | 129 (Ultimate, 3 Second Gust) |
| Wind Exposure | = | C |
| Floor Live Load | = | 50 psf (50+15 psf at partition locations) |
| Roof Live Load | = | 20 psf |
| Roof Snow Load | = | None |

In the event that additional information is provided to SCI, following the preparation of the proposal, which conflicts with the values indicated above the client agrees to accept and approve a change order for any cost increases associated with the change in design parameters.

APENDIX B

Fire / Life Safety and Energy Compliance Features Disclaimer:

This proposal has been prepared based upon the information provided to SCI by the client. This proposal reflects the relevant requirements of the California Code of Regulations (Title 24), any local amendments or modifications are excluded unless specifically noted other in this proposal. In the event that a partial set of design documentation was provided by the client SCI has prepared this proposal utilizing the following assumptions (unless otherwise noted within the proposal):

| | | |
|-------------------------------------|---|---|
| Type of Construction | = | V-B |
| Unspecified Construction Materials | = | Any type of material permitted by code |
| Occupancy Group | = | E (Any School Structure) |
| | = | B (Any Non-school Structure) |
| Mixed Occupancies | = | Nonseparated |
| Automatic Fire Sprinkler System | = | None (Single Story Structure) |
| | = | Yes (Multi-story "E Occupancy" Structure) |
| | = | None (Multi-story "B Occupancy" Structure) |
| Fire Alarm System Pathways | = | Yes ("E Occupancy" Structure) |
| | = | None ("B Occupancy" Structure) |
| Fire Resistance Rated Construction: | | |
| Exterior Walls | = | None |
| Interior Walls | = | None |
| Floors | = | None |
| Roofs | = | None |
| Structural Frame | = | None |
| Fire Separation Distance | = | 10' Minimum |
| Fire Hazard Severity Zone | = | No |
| Wildland Urban Interface Fire Area | = | No |
| Electrical Service | = | 120/208 1-Phase |
| Circuit Breaker AIC Rating | = | 5k |
| Climate Zone | = | CZ 15 |
| EMS Controls / Interface | = | None |
| Thermal Insulation | = | Per applicable PC or minimum required by code |
| Cool Roof | = | None |
| HVAC System Efficiency | = | Minimum required by code |

In the event that additional information is provided to SCI, following the preparation of the proposal, which conflicts with the values indicated above, the client agrees to accept and approve a change order for any cost increases associated with the change in design parameters.

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: pw
 Informational
 Action

AGENDA ITEM: PURCHASE OF TWO UTILITY TRUCKS

BACKGROUND INFORMATION:

The Grounds Department has an urgent need for two new trucks. One is to replace a 20 plus year old truck, which is currently broken and the estimated repair cost is \$7,000.00. The second truck will be an addition.

Currently, two Groundskeepers are sharing a truck driving back and forth to drop off and pick up the other worker greatly reducing the operational efficiency. We received two proposals for the new trucks and the least expensive one is \$35,357.22 per truck. There is a \$50,000.00 budget for equipment in the Transportation budget. Part of the difference will be backfilled by the savings from the repairs and maintenance budget.

RECOMMENDATION:

Approve the purchase of two utility trucks in an estimated amount of \$70,000.00 from the General fund.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal #2, Safety, Climate and Student Engagement

2.1 Maintain basic operating services of the district including MOT personnel, transportation, contracted services, and utilities.

Renewal New Amendment Ratify Other

Business Services Reviewed: pw

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT GOVERNING BOARD AGENDA

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: *mw*
 Informational
 Action

AGENDA ITEM: BOARD ACTION TO DECLARE DISTRICT PERSONAL PROPERTY AS OBSOLETE, SURPLUS, DISPOSE OF, OR DONATE PER EDUCATION CODE 17546 (a) (b) (c)

BACKGROUND INFORMATION:

The District periodically has inventory items that become obsolete and are recommended for disposal, donation or sale on an "As is" basis. At this time, the items listed below are no longer needed by the District and/or are no longer usable due to age and/or disrepair. The items are determined to have no use by District staff and will be disposed of in compliance with the California Education Code Sec. 17546 (a) (b) (c).

The following is the list of vehicles/equipment:

| Year/Make/Model | License No. | Vin # | District # |
|---------------------------|-------------|----------------------|------------|
| 1991 Dodge Truck | E20110 | 1B6KE3652MS343759 | 17 |
| Husky Hauler | E1032601 | | Trailer |
| Toro Grounds Master 455-D | | Serial # 30450-70116 | |
| Storage Shed/Container | | Tag #2149185 | |

RECOMMENDATION:

Approve to declare District personal property as obsolete and surplus to be disposed, sold, or donated as per California Education Code Sec. 17546 (a)(b)(c).

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal No. 2: Base Services and Safety

2.1 Maintain basic operating services of the district including MOT personnel, transportation, contracted services, and utilities.

Renewal New Amendment Ratify Other

Business Services Reviewed: *mw*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

N/A
(Amount)

N/A
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Preschool & Child Development Programs
Lorena Varela-Reed, Director

INITIAL *Cuy*
 Informational
 Action

AGENDA ITEM: AMENDMENT TO THE AGREEMENT WITH MICHAEL COTHRINE

BACKGROUND INFORMATION

The San Diego County Superintendent of Schools provides compensation for consulting services addressing the issue of early childhood obesity in support of the 2017-18 San Diego County's *Live Well, San Diego!* Program. The mission and efforts of *Live Well, San Diego!* include the mission and activities of the San Diego County Obesity Initiative (COI). The Early Childhood Programs receiving Quality Preschool Initiative (QPI) Grant reimbursements will support *Live Well, San Diego!* by promoting healthy lifestyle behaviors for young children and their families that reduce childhood obesity by implementing a nutrition and physical activity group for District staff working directly with students. Staff meets three (3) times per week for 1.5 hours each session up to a maximum of forty-eight (48) weeks during July through June.

The Governing Board approved the agreement with Mr. Michael Cothrine on September 14, 2017. The amendments are: the term of the agreement is from July 1, 2017 to June 30, 2018 and Exhibit B is amended to include the fees and payment information that is required for payment processing purposes. All other agreement terms and conditions and fees of \$27,984.00 remain the same.

RECOMMENDATION:

Approve/Ratify the amendment to the agreement with Michael Cothrine for the interval fitness training and nutrition consultation for school year 2017-18.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal No. 1: Base Services and Safety

1.14 Provide professional development opportunities to improve teaching and learning in the areas of English Language Arts (ELA), English Language Development (ELD), Mathematics, Science, and Social Studies. Professional development includes training specifically designed to address the achievement gap for students with disabilities.

| | | | | | |
|----------------------------------|---|--|--|--------------------------------|---|
| <input type="checkbox"/> Renewal | <input checked="" type="checkbox"/> New | <input type="checkbox"/> Amendment | <input checked="" type="checkbox"/> Ratify | <input type="checkbox"/> Other | Business Services Reviewed: <i>m</i> |
| Financial Implications? | | Are funds for this item available in the 2017-2018 Budget? | | | Requisition # |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | | |
| COST COVERED BY QPI (Amount) | N/A (Name of funding source and/or location) | | | -- (Funding account number) | |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

**PROFESSIONAL SERVICES AGREEMENT
AMENDED**

This agreement is made and entered into this 15th day of September, 2017, by and between the San Ysidro School District, hereinafter called the "District", and

Cothrine Training Services / Michael Cothrine
Company/Consultant

(310) 927-9197
Telephone Number

3345 Ocean Front Walk, San Diego, CA 92109
Address

Mikecothrine111@gmail.com
Email

hereinafter referred to as "Consultant."

1 SCOPE AND TERMS

1.1 SCOPE OF SERVICES

Scope of Services. In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the Consultant Services Documentation ("attached documents") attached hereto as **Exhibit "B"** and incorporated herein by this reference, which services may be referred to herein as the "services" or "work" hereunder. As a material inducement to the District entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first class work and services and Consultant is experienced in performing the work and services contemplated herein and, in light of such status and experience, Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials shall be of good quality, fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

Compliance with Law. All services rendered hereunder shall be provided in accordance with any and all applicable ordinances, resolutions, statutes, rules, and regulations of the District, City and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included by this reference, and this Agreement shall be read and enforced as though they were included.

Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless District against any such fees, assessments, taxes penalties or interest levied, assessed or imposed against District hereunder.

1.2 TERM

Initial Term:

From: July 1, 2017

To: June 30, 2018

The Initial Term of this Agreement as noted, unless earlier terminated as provided herein. The Parties may mutually agree to extend this term only by written amendment. Should the Parties agree to extend the term of this Agreement; the Agreement can only be extended on a year-to-year basis with written approval unless otherwise indicated in writing and in accordance with the law.

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SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

2 FEES AND PAYMENTS

2.1 FEES

District shall pay Consultant for the specified services as reflected on **Exhibit B** during this contract term.

2.2 PAYMENTS

Consultant shall submit to District an itemized invoice which indicates work completed by Consultant. District shall review each invoice and/or receipts submitted to determine that the work performed and expenses incurred are in compliance with the provisions of this Agreement. District shall pay Consultant within a reasonable time and in accordance with this Agreement.

3. ADDITIONAL SERVICES.

District shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work as described herein. No such extra work may be undertaken unless a written order is first given by the District Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval or ratification of the Contract Officer. However, any increase in compensation beyond the Contract Sum, for services beyond what is contemplated in the Contract, must be approved or ratified by the Board of Education in a signed writing prior to any payment. Additionally, any other increases, extensions or renewals must be approved in writing by the Board of Education. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefore unless specifically authorized pursuant to the terms of this section.

4 RESPONSIBILITIES OF CONSULTANT

4.1 ORGANIZATION

Consultant shall assign Company Contract as Project Manager. The Project manager shall not be removed from the Project or reassigned without the prior written consent of District, which consent shall not be unreasonably withheld. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement.

4.2 COORDINATION OF SERVICES

Consultant agrees to work closely with the District staff in the performance of Services and shall be available to the District staff, consultants and other staff at all reasonable times.

4.3 STANDARD OF CARE:

Consultant shall perform all Services under this Agreement in a skillful, competent and timely manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all of Consultant's employees and subConsultants shall have sufficient skill and experience to perform the Services assigned to them. Consultant further represents that it, its employees and subConsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Any of Consultant's employees who are determined by District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any of Consultant's employees who fail or refuse to perform the Services in a manner acceptable to District, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

4.4 INDEPENDENT CONSULTANT & ADDITIONAL PERSONNEL

Consultant is retained as an independent consultant and is not an agent or employee of the District. No employee or agent of Consultant shall by this Agreement become an agent or employee of the District. The work to be performed shall be in accordance with the work described herein, subject to such amendments from District as herein provided. Consultant shall have no authority, express or implied, pursuant

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SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

to this Agreement to bind District to any obligation whatsoever, except as specifically provided in writing by District. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law.

4.5 LAWS AND REGULATIONS

Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Service. Consultant shall be liable for all violations of such laws and regulations in connection with Services.

4.6 MAINTENANCE OF ACCOUNTING RECORDS

Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of the District during normal business hours with reasonable notice to examine, audit and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of five (5) years from the date of final payment under this Agreement.

4.7 INSURANCE

(1) Time for Compliance. Consultant shall not commence Services under this Agreement until it has provided evidence satisfactory to District that it has secured all insurance required under this Section. In addition, Consultant shall not allow any Subcontractor or employee to commence work until it has provided evidence satisfactory to the District.

(2) Minimum Requirements and Limits. Consultant and Subcontractors shall, at its expense, procure and maintain for the duration of this Agreement, Public Liability and Property Damage Insurance to protect them and the District from all claims for injuries to persons, including accidental death, as well as from all claims for property damage which may arise from or in connection with the performance of the Agreement by the consultant, its agents, representatives, and employees. Such insurance shall survive after this agreement as permitted by law. (Refer to Exhibit A)

In addition, Consultant is also a subcontractor of the San Diego County Superintendents of Schools (County), Live Well San Diego! Program through the agreement between the County and the District; therefore, Consultant shall maintain Public Liability and Property Damage insurance to protect them and the Superintendent of Schools from all claims for personal injury, including accidental death, as well as from all claims for property damage arising from the operations under this Agreement. (Refer to Exhibit A)

The minimum amounts of insurance shall be hereinafter set forth. Consultant shall maintain limits no less than:

1. **Commercial General Liability (CGL):** including premises, Operations, Products and Completed Operations, Contractual Liability, and Independent Contractors Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. The General Aggregate limit shall be \$4,000,000.
2. **Automobile Liability:** Consultant, its agents, and/or representatives shall, at their expense, procure and maintain for the duration of this agreement automobile insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, and/or representatives. Such insurance shall survive after this agreement as permitted by law. Consultant may be required to provide proof of this insurance at any time during this Agreement.
3. **Workers' Compensation (Employer's Insurance):** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. Coverage shall include waiver of subrogation endorsement in favor of San Ysidro School District.
4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the Consultant's profession, with limit no less than \$2,000,000 per occurrence or claim, \$4,000,000 aggregate. *(Any self-retained limit shall be greater than \$25,000 per occurrence/event.*

13B.8

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

If the Consultant maintains higher limits than the minimums shown above, the District requires and shall be entitled to coverage for the higher limits maintained by the Consultant.

Additional Insured Status

The District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an **endorsement** to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

Primary Coverage

For any claims related to this contract, the **Consultant's insurance coverage shall be primary** insurance as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation

The Provider shall file, with the District, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the **SAN YSIDRO SCHOOL DISTRICT** as an **additional insured with endorsements attached**.

Waiver of Subrogation

Consultant hereby grants to District a waiver of any right to subrogation which any insurer of said Consultant may acquire against the District by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the District. The District may require the Consultant to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.

Claims Made Policies (note -- should be applicable only to professional liability, see below)

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work**.
3. If coverage is canceled or non-renewed, and not replaced **with another claims-made policy form with a Retroactive Date prior to** the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of work.

Verification of Coverage

Consultant shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work/services commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

5 GENERAL PROVISIONS

5.1 DELAYS IN PERFORMANCE

(1) Neither District nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other disturbances; sabotage or judicial restraint.

(2) Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

5.2 SUSPENSION OF SERVICES

The District may, in its sole discretion, suspend all or any part of Services provided hereunder with cost to date of suspension. Consultant may not suspend its services without District's express written consent.

5.3 TERMINATION OF AGREEMENT

(1) Grounds for Termination. District may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to District to date of the notice of termination and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

(2) Consultant's Termination for Cause. This Agreement may be terminated by the Consultant upon thirty (30) days written notice to the District only when the District has substantially failed to perform its obligations under this Agreement. The written notice shall include a detailed description of the District's failure to perform, status of the work completed as of the date of termination together with a description and a cost estimate of the effort necessary to complete work in progress. In such event, the Consultant shall be compensated for services completed to the date of termination, together with compensation for such approved Additional Services performed after termination which are authorized by the District to conclude the work performed to the date of termination. Upon the District's request and authorization, Consultant shall perform any and all Additional Services necessary to wind up the work performed to the date of termination.

(3) Effect of Termination. If this Agreement is terminated as provided in this Section, District may require Consultant to provide all finished or unfinished documents, data, programming source code, reports or any other items prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such documents and other information within fifteen (15) days of the request.

(4) Terminated Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar or identical to those terminated.

5.4 OWNERSHIP OF MATERIALS AND CONFIDENTIALITY

(1) All materials and data, including but not limited to, data on electronic or magnetic media and any materials, documents and data required to be made or kept pursuant to federal, state or local laws, rules or regulations, prepared or collected by Consultant pursuant to this Agreement, shall be the sole property of the District, except that Consultant shall have the right to retain copies of all such documents and data for its records. District shall not be limited in any way in its use of such materials and data at any time, provided that any such use not within the purposes intended by this Agreement shall be at District's sole risk and provided that Consultant shall be indemnified against any damages resulting from such use, including the release of this material to third parties for a use not intended by this Agreement.

(2) All such materials and data shall be provided to the District, or such other agency or District as directed by District or required by law, rule or regulation, as they become due during the term of this Agreement as **13B.8** by District.

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

(3) The District is a California public entity subject to all state and federal laws governing education, including but not limited to California Assembly Bill 1584 (AB 1584), the California Education Code, the Children's Online Privacy and Protection Act (COPPA), the Family Educational Rights and Privacy Act (FERPA), and HIPAA Privacy regulations and any other privacy laws, policies and regulations that may apply such as American Recovery and Reinvestment Act of 2009 ("ARRA") and the Health Information Technology and Economic Clinical Health Act of 2009 ("HITECH").

AB1584 requires, in part, that any agreement entered into, renewed or amended after January 1, 2015 between a local education agency (LEA) and a third-party service provider must include certain terms; and the LEA and the Service Provider desire to have this Agreement and the services provided comply with AB1584. This includes to all forms of protected health information, including paper, oral, and electronic, etc. Furthermore, only the minimum health information necessary to conduct business is to be used or shared.

- Pupil records obtained by the Consultant/Service Provider from LEA/District continue to be the property of and under the control of the District. The Consultant will obtain information regarding disciplinary and/or behavioral events for the purpose of allowing District personnel to improve and provide services to pupils. The Consultant will not be obtaining pupil-generated content.
- In the event of an unauthorized disclosure of a pupil's records, the Consultant shall report to an affected parent, legal guardian, or eligible pupil pursuant to the following procedure; written communication to the District's Superintendent, Deputy Superintendent and/or designee.
- The Consultant shall not use any information in a pupil record for any purpose other than those required or specifically permitted by this Professional Services Agreement.
- Consultant certifies that a pupil's records shall not be retained or available to the Consultant upon completion of the terms of this Professional Services Agreement.
- District agrees to work with Consultant to ensure compliance with FERPA.
- Consultant shall not use personally identifiable information in pupil records to engage in targeted advertising.
- Pupil records include any information directly related to a pupil that is maintained by the District or acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other District employees. Pupil records does not include/not mean de-identified information (information that cannot be used to identify an individual pupil) used by the third party to (1) improve educational products for adaptive learning purposes and for customized pupil learning; De-identified information, including aggregated de-identified information. (2) Demonstrate the effectiveness of the operator's products in the marketing of those products; or for the development and improvement of educational sites, services, or applications.

5.5 SAFETY

Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed.

5.6 PROJECT STAFFING

Consultant shall provide adequate staff and resources to facilitate all Consultant activity. Should Consultant fail to adequately staff a project, the District may, at its sole discretion, retain third party consulting services and back charge Consultant for all third party fees.

5.7 INDEMNIFICATION

Consultant agrees to protect, save, defend, indemnify and hold harmless the District, their Governing Boards and each member thereof, their officers, employees, agents and volunteers from any and all claims, liabilities, expenses or damages of any nature, including attorneys' fees, for injury or death of any person, or damage to property, or interference with use of property, arising out of or in any way connected with the negligent acts, errors or omissions or willful misconduct by Consultant, Consultant's agents, officers, employees, sub consultants, or independent consultants hired by Consultant under this Agreement. The only exception to Consultant's responsibility to protect, save, defend and hold harmless District is where a claim, liability, expense or damage occurs due to the sole negligence, or willful misconduct of District. This hold harmless Agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Consultant.

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

5.8 AMENDMENTS

This Agreement may not be amended except in writing signed by both Parties.

5.9 SEVERABILITY

If any section, subsection, sentence, clause or phrases of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

5.10 GOVERNING LAW

This Agreement shall be governed by the laws of the State of California. Any action brought to enforce the terms of this Agreement shall be brought in a state or federal court located in the County of San Diego, State of California, but only after dispute resolution as provided herein.

5.11 CONFLICT OF INTEREST

For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

5.12 SCHOOL SAFETY, FINGERPRINTING AND BACKGROUND INVESTIGATION REQUIREMENTS:

Consultant agrees with the provisions of Education Code Section 45125.1 regarding the submission of fingerprints to the California Department of Justice. Consultant shall not be permitted to have any contact with District pupils until such time as Consultant has verified in writing to the District that they have complied with Educational Code Section 45125.1. **(Please attach a copy of this verification.)**

Per Ed Code 49406 and Assembly Bill 1667, the District requires for Tuberculosis (TB) Clearances to be in place by anyone coming in contact with pupils. Please submit TB Clearance to the Business Services Office.

This section may be waived if the District determines that the Consultant and/or its employees will have limited contact with District pupils or if Consultant and/or its employees will be supervised at all times by District employees.

District is waiving this requirement _____.

5.13 DRUG/ALCOHOL/TOBACCO-FREE FACILITIES:

ALL DISTRICT FACILITIES ARE DRUG AND TOBACCO-FREE FACILITIES. ANY DRUG, ALCOHOL AND/OR TOBACCO USE (SMOKED OR SMOKELESS) IS PROHIBITED AT ALL TIMES ON ALL AREAS OF THE DISTRICT FACILITIES.

5.14 NOTICES / CONTACT INFORMATION

All notices or demands to be given under this Agreement by either party to the other shall be in writing and given either by: (a) personal service, (b) email or (c) by U.S. Mail, mailed certified mail with return receipt requested, addressed to the following entities.

| | |
|----------------------|-----------------------------------|
| CONSULTANT: | Cothrine Training Services |
| Name: | Michael Cothrine |
| Title: | |
| Address: | 3345 Ocean Front Walk |
| City/State/Zip Code: | San Diego, CA 92109 |
| Telephone: | (310) 927-9197 |
| Email: | Mikecothrine111@gmail.com |

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

| | | |
|----------------------|-----------------------------------|-------------------------------|
| DISTRICT: | San Ysidro School District | |
| Name: | Peter Wong | Lorena Varela-Reed |
| Title: | Interim Chief Business Official | Director of Child Development |
| Address: | 4350 Otay Mesa Road | 4350 Otay Mesa Road |
| City/State/Zip code: | San Ysidro, CA 92173 | San Ysidro, CA 92173 |
| Telephone: | (619) 428-4476 | (619) 428-4476 |
| Email: | Peter.wong@sysd.k12.ca.us | lvreed@sysd.k12.ca.us |

6 ENTIRE AGREEMENT

This Agreement represents the entire understanding of District and Consultant as to those matters contained herein, and supersedes and cancels any prior oral or written understanding, promises or representations with respect to those matters covered hereunder. To the extent that any provision or clause contained in an attachment to this Agreement conflicts with a provision or clause in the Agreement, the provision or clause in this Agreement shall control. This Agreement may not be modified or altered except in writing signed by both parties hereto. This is an integrated Agreement.

7 WARRANTY OF AUTHORITY:

Each of the parties signing this Agreement warrants to the other that he or she has the full authority of the District on behalf of which his or her signature is made.//

CONSULTANT

DISTRICT

COTHRINE TRAINING SERVICES

San Ysidro School District

Firm Name

Firm Name

Signature of Authorized Agent

Signature

Michael Cothrine

Peter Wong, Interim Chief Business Official

Print Name, Title

Print Name, Title

Date:

Date

Phone Number

09-14-17 / Amended approved:
Board Approved

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

SCHOOL SAFETY CERTIFICATION FORM

**CERTIFICATION PURSUANT TO EDUCATION CODE ECTION 45125.1
Fingerprinting and Criminal Background Investigation Requirements**

The District has determined under Education Code Section 45125.1, subdivision (c) that in performing services to this contract, **Consultant’s employees may have contact with pupils.** As required under Education Code Section 45125.1, subdivision (a), Consultant shall require their employees, including the employees of any sub-consultant and/or subcontractor, who will provide services pursuant to this contract to submit their fingerprints in a manner authorized by the Department of Justice in order to conduct a criminal background check to determine whether such employees have been convicted of or have charges pending for a felony as defined under Education Code Section 45122.1.

_____(Initial) Consultant shall not permit any employee to perform services that may come in contact with pupils under this contract until the Department of Justice has determined that the employee has not been convicted of a felony or has no criminal charges pending for a felony as defined in Section 45122.1.

_____(Initial) Consultant certifies that all of its employees who may come in contact with pupils have not been convicted of or have no criminal charges pending for a felony, as defined in Education Code Section 45122.1.

_____(Initial) Consultant shall defend, indemnify, protect and hold the District and its agents, officers and employees harmless from and against any and all claims asserted or liability established for damages or injuries to any person or property which arise from or are connected with or are caused or claimed to be caused by Consultant’s failure to comply with all of the requirements contained in Education Code Section 45125.1, including, but not limited to, the requirements prohibiting Consultant from using employees who may have contact with pupils who have been convicted or have charges pending for a felony in Education Code Section 45122.1.

_____(Initial) It is understood that by signing this document, Consultant agrees that they are familiar with Education Code Section 45122.1.

_____(Initial) Per Ed Code 49406 and Assembly Bill 1667, the District requires for Tuberculosis (TB) Clearances to be in place by anyone coming in contact with pupils.

_____(Initial) Consultant’s individuals/employees who may come in contact with pupils in the performance of services in this contract agree to provide fingerprint (DOJ/FBI) and TB Clearances (at their own expense) to be in compliance with the above mentioned Ed Codes before commencement of any services under this contract. The District will provide LiveScan form.

_____(Initial) Consultant will provide a list of their employees names who will be assigned to work at the District’s locations during the term of this agreement and who may come in contact with pupils in the performance of services in this contract.

_____(Initial) Consultant will notify the District of any changes (add/remove) in employees assigned to any of the District’s school sites and will provide the proper clearances required before the commencement of services of the individual employee(s).

- I certify that I have read and understand the above terms and conditions and will report any changes that may affect the performance services of this contract.
- I certify that none of the individuals identified on the attached list of Consultant’s employees have been convicted of a felony as defined in Education Code Section 45122.1.
- I certify that all of the individuals identified on the attached list of Consultant’s employees are clear of tuberculosis (TB) as defined on Education Code Section 49406 and Assembly Bill 1667.

Consultant Cothrine Training Services

Name/title of authorized representative (Print) Michael Cothrine

Signature _____ Date _____

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

EXHIBIT A

Section 4.7 Insurance

Consultant acknowledges that he/she has read and understands the insurance requirements set forth on Section 4.7 of the agreement.

EXHIBIT B - Amended

Scope of Services – attached

Fees and Payments

- FEES
District shall pay Consultant for the specified services at an amount not to exceed **\$27,984.00** during this contract term. Funding of this Agreement, if funded by the County, is contingent upon appropriation and availability of funds. Work performed in advance of contract approval shall be done at the sole risk of the Contractor.
- PAYMENTS
Consultant shall submit to District an itemized invoice which indicates work completed by Consultant. District shall review each invoice and/or receipts submitted to determine that the work performed and expenses incurred are in compliance with the provisions of this Agreement. District shall pay Consultant within a reasonable time and in accordance with this Agreement.

AMENDMENT – EXHIBIT B

Board Approved: _____

CONSULTANT:

Michael Cothrine, Owner
Cothrine Training Services

Date

DISTRICT:

Peter Wong
Interim Chief Business Official

Date

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL: *MLW*
 Informational
 Action

AGENDA ITEM: INTERDISTRICT ATTENDANCE AGREEMENT WITH CHULA VISTA
ELEMENTARY SCHOOL DISTRICT FOR 2018-2022 SCHOOL YEARS

BACKGROUND INFORMATION:

Interdistrict Attendance Agreements with neighboring school districts are submitted to the Governing Board for approval. Agreements could be good for 1-year or up to a 5-year period. If there is sufficient room in the District's school and program of desired attendance, requests will be considered provided the reasons are justifiable and in accordance with the District's Governing Board Policy. Students will have to re-apply for the interdistrict transfer on a yearly-basis.

Interdistrict Attendance Agreement will be signed between our District and the Chula Vista Elementary School District for the 2018-2022 school years with the condition that students renew the Interdistrict transfer in a yearly basis.

RECOMMENDATION:

Approve the 4-year Interdistrict Attendance Agreement with the Chula Vista Elementary School District for the 2018-2022 school years.

LCAP GOAL AND ACTION/SERVICE (please indicate):

N/A

Renewal New Amendment Ratify Other

Business Services Reviewed: *MLW*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

N/A
(Amount)

N/A
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

**School Districts of San Diego County
INTERDISTRICT ATTENDANCE AGREEMENT**

This agreement made and entered into this 22 of Jan., 2018, by and between the Chula Vista Elementary School District of San Diego County and the San Ysidro School District of San Diego County, is effective only for the school year(s) 20 18 - 20 22 (up to five years) and neither party is bound by any of the covenants herein contained after the expiration of said school year.

The above mentioned parties mutually agree as follows:

1. Each of the districts will accept insofar as enrollment capacities permit, students who are residents of the other said district who have proper permits for attendance from the district superintendent or his designee of the school district of residence who are eligible to attend the classes of the schools operated by the district of attendance, and who are acceptable to said district of attendance.
2. The respective school districts will furnish the said pupils the same advantages, supplies, and regular instructional services as are furnished to the pupils in attendance at their respective schools, exclusive of transportation to and from said schools unless special arrangements are previously agreed upon.
3. In accordance with Education Code Section 46607, the attendance of said pupils shall be credited as follows (check appropriate boxes):
 - The attendance shall be credited to the district of attendance with the district of attendance assuming all costs of education unless other arrangements are jointly agreed upon.
 - For districts with 25 percent or more reduction in PL 81-874 funds as a result of interdistrict attendance, the attendance shall be credited to the district of residence with tuition — not to exceed the actual cost per ADA for the grade level or program less any income, other than tuition, received by the district of attendance on account of such attendance — to be paid to the district of attendance.
 - Consortium of School Districts Operating Adult Programs: The attendance may be credited on the basis of the district of residence with interdistrict tuition paid to the district of attendance as agreed to by the participating districts.
4. Final payment, if any, to be made to the district no later than August 31, after the close of the fiscal year.

TERMS & CONDITIONS

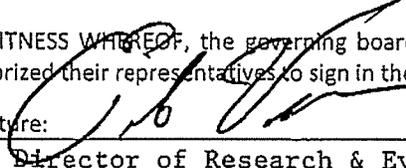
1. As per district policy or regulations, the district of attendance may revoke individual interdistrict attendance permits should a transferred student fails to adhere to the district's standards for student conduct, attendance or academic performance.
2. Additional conditions:
 - Permits may be authorized with a limited term to allow attendance through the end of a grading period or school year.
 - A district of attendance may require reapplication for admission an annual basis.
 - Other, specify: Locations of the school site, once admitted is at the discretion of the receiving district.

DISTRICT PROCESS TO APPEAL OF DENIALS OR REFUSALS

| | |
|---|---|
| District: <u>Chula Vista Elementary</u> | District: <u>San Ysidro School District</u> |
| Initial Approval / Denial: <u>Director of Research & Eval</u> | Initial Approval / Denial: <u>Coord. Fed. State Prog/Executive Dir.</u> |
| Appeal: <u>Administrative Review Team</u> | Appeal: <u>Executive Director of Curriculum, Instruction</u> |
| Personal Conference: | Personal Conference: <u>Executive Director of Curriculum, Inst.</u> |

SIGNATURES

IN WITNESS WHEREOF, the governing boards of said districts have approved this agreement on the dates indicated below and authorized their representatives to sign in their behalf

| | |
|--|-----------------------------------|
| Signature:  | Signature: |
| Title: <u>Director of Research & Evaluation</u> | Title: |
| District: <u>Chula Vista Elementary</u> | District: |
| Date Approved by Governing Board: <u>January 17, 2018</u> | Date Approved by Governing Board: |

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL: *CW*
 Informational
 Action

AGENDA ITEM: MEMORANDUM OF UNDERSTANDING WITH SWEETWATER UNION HIGH SCHOOL DISTRICT FOR PARTICIPATION IN THE MIDDLE SCHOOL SPORTS LEAGUE

BACKGROUND INFORMATION:

The Sweetwater Union High School District (SUHSD) annually forms and operates the Middle School Sports League (MSSL) for students in seventh and eighth grade to participate in interscholastic sports. San Ysidro School District would like to enter into an agreement with SUHSD to provide sporting events for middle school students.

San Ysidro students will have the opportunity to compete against SUHSD middle school students during the spring season in Boys and Girls Volleyball. All students will need to complete a clearance packet, as well as have medical insurance.

The San Ysidro School District will employ current personnel or screen individuals to serve as coaches. This league is a worthwhile athletic program that provides an appropriate supervised system of competition for our middle school students.

Cost implications include: team entry fee of \$500.00 per team and coach(es) will receive a stipend of \$610.50.

RECOMMENDATION:

Approve the Memorandum of Understanding with Sweetwater Union High School District for participation in the Middle School Sports League at an estimated cost of \$5,000.00 from the General fund.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 2 Safety, climate and student engagement - Action 2.6 Provide enrichment opportunities and programs for students to improve the academic environment (i.e. College Readiness, Compact for Success, Junior Achievement, etc) and to include extended year educational experiences and activities.

Renewal New Amendment Ratify Other

Business Services Reviewed: *jm*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

\$5,000.00

(Amount)

General Fund

(Name of funding source and/or location)

--

(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board



Student Support Services

1130 Fifth Avenue, Chula Vista CA 91911
(619) 585-6015 • (619) 600-4904 FAX

MEMORANDUM OF UNDERSTANDING

Between

Sweetwater Union High School District

and

San Ysidro School District,

on behalf of San Ysidro Middle School and Vista Del Mar Middle School

For Participation in Middle School Sports League 2017-2018

This is a Memorandum of Understanding between the Sweetwater Union High School District ("SUHSD") and the San Ysidro School District, on behalf of the following School Sites San Ysidro Middle School and Vista Del Mar Middle School, a [501(c)(3) or California Corporation.

This Understanding indicates the desire of both parties to enter into a voluntary agreement to permit SYSD School students and who are grade level appropriate (grades 7 and 8) to participate in the SUHSD interscholastic Middle School Sports League (MSSL).

It is the understanding of both parties that the MSSL will offer boys' and girls' sports in three seasons; that it is important for scheduling and competition purposes to commit to participation; and that failure to participate after committing may result in financial and scheduling consequences to other league members.

It is the further understanding of both parties that failure to comply with the responsibilities and requirements of this Understanding may result in the exclusion from participation in the MSSL immediately and in the future.

The SYSD School commits to:

1. Recruit students sufficient to ensure the minimum number of participants are present to compete in each sporting event. The sports offered in the MSSL are:
 - Fall season: co-ed flag football, girls' softball, baseball, cheer, and co-ed cross country
 - Winter season: girls' and boys' basketball and girls' and boys' soccer
 - Spring season: girls' volleyball, field hockey, and boys' volleyball
2. Coordinate and monitor their teams including but not limited to:
 - a. Ensure all coaches serving in the capacity of a coach for SYSD have been cleared through the DOJ/Life Scan process and have current CPR/First Aid certification;
 - b. Certify to SUHSD for completeness student clearance packets for every member of their team, including waivers and insurance information, in advance of participation;
 - c. Permit students to participate only on the teams of the school where they are enrolled;
 - d. Provide direct supervision of team during practices and games.

13B.10

Page 2 of 4

- e. Monitor its school's athletic program for compliance with all rules, state and federal legal compliance issues, with particular attention paid to Title IX requirements for equality between male and female athletic program. The purpose of the MSSSL is to provide a competitive athletic experience to teach core values of sportsmanship and citizenship.
3. Abide by all of the current rules, regulations, and decisions of the MSSSL or as interpreted and applied by its coordinators;
4. Notify the District at least one month in advance whether each site will participate in the sports for the upcoming season.
5. Pay a proportionate share for the actual costs of the sports in which their schools participate to operate the Middle School Sports League within 10 days following invoicing by the Sweetwater Union High School District. For the 2016-2017 season, the estimated total is approximately \$\$5,500 for a site that participates in all 12 sports. The costs include, but are not limited to, costs of officials (ranges from \$300 to \$600 per team per season); expenses for oversight and coordination of the league, including weekend games; field set-up and maintenance; additional costs caused by cancellations, rain outs, and other unanticipated costs due to acts beyond the control of the MSSSL.
6. Payment of any and all assessments shall be made promptly (within 10 days) upon receipt of invoice from SUHSD; failure to pay promptly may terminate SYSD's participation in the MSSSL immediately and/or impair the ability of SYSD to participate in subsequent seasons and/or years;
7. Workers' Compensation:
SYSD agrees to procure and maintain in full force and effect Workers' Compensation Insurance in accordance with limits established by law covering its employees and agents while these persons are participating in the activities hereunder agreed to.
8. Insurance:
SYSD agrees to procure and maintain General Liability Insurance and Property Damage Insurance, comprehensive or commercial form with \$2,000,000 minimum limit for each occurrence and minimum limit of \$4,000,000 general aggregate commensurate with other non-profit organizations of similar type and size, to insure the District, its officers, agents, assigns, representatives and employees from all claims for personal injury, including accidental death, to any person as well as from all claims for property damage arising from operations under this agreement and for the term of this agreement. SYSD shall furnish the District with, and shall maintain on file with the District during the term of the agreement valid and up-to-date, original certificates of insurance and endorsements effecting coverage as required by this agreement on forms satisfactory to the District.
9. Indemnification. SYSD agrees to protect, save, defend and hold harmless the District, its Governing Board and each member thereof, its officers, agents and employees from any and all claims, liabilities, expenses or damages of any nature, including attorneys' fees, for injury or death of any person, or damage to property, or interference with use of property, arising out of or in any way connected with the negligent acts, errors or omissions or willful misconduct by SYSD 's agents, officers, employees, subcontractors, or independent consultants hired by SYSD under this Agreement. The only exception to SYSD's responsibility to protect, save, defend and hold harmless the District, is where a claim, liability, expense or damage occurs due to the sole negligence, willful misconduct or active negligence of the District. This hold harmless Agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by SYSD.

The Sweetwater Union High School District commits to coordinate the MSSL as follows:

1. Scheduling games for SYSD's teams;
2. Provide access to District facilities to participate in the games for SYSD;
3. Provide officials for SYSD's games;
4. Prepare fields for all SYSD's games;
5. Provide timely invoice SYSD for all assessments.

SYSD School District

Sweetwater Union High School District

Authorized Signature

Date

Authorized Signature

Date

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director

INITIAL: *AW*
 Informational
 Action

AGENDA ITEM: PHYSICAL LEARNING ACTIVITIES FOR YOUTH (PLAY) PROGRAM

BACKGROUND INFORMATION:

Through partnerships with the YMCA and local Elementary Schools, the YMCA is reaching out to local civic organizations, businesses, and individuals to help tackle child obesity head on. As part of a school based YMCA program called *PLAY (Physical Learning Activities For Youth)*, YMCA staff bring their physical education programming directly to students in San Ysidro School District's local elementary schools during school hours. As part of the program, each student receives 35 minutes of physical education programming including age appropriate drills, games, and team sports, thereby fulfilling State requirements.

The Border View Family YMCA received a \$10,000.00 grant from Kaiser Permanente to provide the PLAY program to 200 students. The YMCA will be at the school site two days a week. This program will increase student's physical fitness levels in order to help combat childhood obesity and teach students how to make better healthy decisions for themselves.

While specific implementation details may vary depending on the number of students per class and scheduling needs, the intent is to provide a minimum of one physical education class per week for every student at school.

RECOMMENDATION:

Approve the Physical Learning Activities For Youth (PLAY) Program to be implemented at La Mirada Elementary at no cost to the District.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal 2 Safety, climate and student engagement - Action 2.6 Provide enrichment opportunities and programs for students to improve the academic environment (i.e. College Readiness, Compact for Success, Junior Achievement, etc) and to include extended year educational experiences and activities.

| | | |
|--|--|---|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Ratify <input type="checkbox"/> Other | Business Services Reviewed: <i>hw</i> | Requisition # |
| Financial Implications? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Are funds for this item available in the 2017-2018 Budget? <input type="checkbox"/> Yes <input type="checkbox"/> No | <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| <div style="border: 1px solid black; padding: 2px; text-align: center;">N/A</div> (Amount) | <div style="border: 1px solid black; padding: 2px; text-align: center;">N/A</div> (Name of funding source and/or location) | <div style="border: 1px solid black; padding: 2px; text-align: center;">--</div> (Funding account number) |

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis

 Mary L. Willis, Ed.D., Interim Superintendent
 Secretary to the Board



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Border View Family YMCA Sports Programming 2018

The YMCA of San Diego County (YMCA) is a California non-profit public corporation. YMCA, through its Border View Family YMCA branch, together with the San Ysidro School District (District) to the following:

YMCA shall:

- Provide sports focus physical activity instructions on Mondays – Thursday during their lunch recess time starting February 12, 2018 – May 31, 2018.
- Complete a School Safety Certification Form provided by the District.

San Ysidro School District shall:

- Provide facility at La Mirada Elementary School to offer instructions to their students.
- Ensure all students are attending these instructional classes.

The cost of the program is 100% funded on behalf of a grant received from Kaiser Permanente.

The PARTIES mutually agree to defend, indemnify, and save free and harmless one another, its officers, agents and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from either party, its officers, employees, agents, performance or lack thereof, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of either party, its officers, agents or employees.

THE PARTIES mutually agree each shall maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Each Certificate of Insurance shall specify that should any above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

San Ysidro School District

Border View Family YMCA

Peter Wong, Interim Chief Business Official

Authorized Signature

Date _____

Date _____

Board Approved: _____

Email: _____

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM:
Educational Services
Manuela Colom, Executive Director
Roberto Carrillo, SYMS Principal

INITIAL: MLW
 Informational
 Action

AGENDA ITEM: AGREEMENT WITH CALIFORNIA YACHT MARINA- CHULA VISTA, LLC

BACKGROUND INFORMATION:

The San Ysidro Middle School's Associated Student Body (ASB) hosts a dance for 8th graders that will be promoting to High School. This year, the ASB voted to either have their promotion dance at the San Ysidro Middle School's Multi-Cultural Complex or off site. The ASB approved to have their special 8th grade promotion dance outside the District facilities.

The California Yacht Marina-Chula Vista, LLC has the Larue C. Thomas Bayside Pavilion available for this special occasion and at a reasonable price. The date of the event is planned for Thursday, June 21, 2018 from 5-8 p.m.. Parents will be responsible for transporting their student to and from the event. The ASB Teacher, chaparones and a security guard will be supervising the event.

The cost implication for this License Agreement is \$900.00 for rental fee (\$300.00 deposit) and Security Guard fees (to be determined). Other fees may apply.

RECOMMENDATION:

Approve the License Agreement with the California Yacht Marina-Chula Vista, LLC to occupy and use the Larue C. Thomas Bayside Pavilion for the San Ysidro Middle School 8th grade promotion dance to be held on Thursday, June 21, 2018 at an estimated cost of \$1,500.00 from the San Ysidro Middle School ASB funds.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal #2: SAFETY, CLIMATE, AND STUDENT ENGAGEMENT
2.2 Continue support of ASB at the middle schools.

Renewal New Amendment Ratify Other

Business Services Reviewed: *MLW*

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

\$1,500.00
(Amount)

ASB Funds
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent's Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board

**CALIFORNIA YACHT MARINA-CHULA VISTA, LLC
THE LARUE C. THOMAS
BAYSIDE PAVILION**

LICENSE AGREEMENT

This License Agreement ("Agreement") is made by and between California Yacht Marina – Chula Vista, LLC, a California limited liability company (hereinafter called "CYM"), and San Ysidro School District hereinafter called ("Permittee") who agree as follows:

1. CYM hereby grants to Permittee a license (this "license") to occupy and use the premises commonly referred to as the LaRue C. Thomas Bayside Pavilion at California Yacht Marina – Chula Vista, 640 Marina Parkway, Chula Vista, including the furniture, fixtures and equipment located therein (collectively, the "premises").

2. The premises shall be used for the purpose of a 8th Grade Promotion and for no other use.

3. This license is granted for use of the premises on June 21, 2018 commencing at 5 p.m. and shall terminate at 8 p.m., however, CYM may sooner terminate and revoke this license at any time by giving written notice to Permittee stating the time and date upon which this license shall terminate. The right of CYM to revoke this license is and shall remain unconditional.

4. Upon the execution of this Agreement, Permittee shall deliver to CYM a deposit, in the amount of \$300.00 (the "Deposit"). All checks for the Deposit shall be made payable to California Yacht Marina – Chula Vista. Except as expressly provided in this paragraph 4, the Deposit shall be nonrefundable. In the event that Permittee cancels the use of the premises within seven (7) days following the date that Permittee executes this License, then the Deposit will be refunded to Permittee. **In the event that Permittee cancels the use of the premises at any time after the seventh (7th) day following the date that Permittee executes this License, then CYM shall be entitled to retain the Deposit (together with any Rental Fee paid by Permittee) as a cancellation fee.** In the event that Permittee does not cancel the use of the premises prior to the date of use, the Deposit shall be held and used as security for Permittee's faithful performance of its obligations hereunder, including, without limitation, the return of the premises in its original and clean condition. Permittee agrees that if the premises require cleaning by CYM personnel following the return of the Premises to CYM, then the time expended by CYM personnel to clean the premises will be charged to **Permittee at the rate of \$50.00 per person per hour with a \$250.00 minimum charge.** If Permittee fails to perform any obligation hereunder, then CYM may use, apply or retain all or any portion of the Deposit. No part of the Deposit shall be considered to be held in trust, nor shall any portion of the Deposit earn interest.

5. Permittee shall pay to CYM the sum of \$900.00 as rent (the "Rental Fee") for the use of the premises. In the event that the premises are reserved within the three (3) month period prior to the date of use of the premises, then the Rental Fee shall be paid upon execution of this

license. In the event that the premises are reserved more than three (3) months prior to the date of use of the premises, then the Rental Fee shall be paid three (3) months prior to the date of use of the premises. In the event that Permittee fails to pay the Rental Fee as provided above, CYM shall have the right to terminate this license and retain the Deposit. The Rental Fee paid to CYM shall be nonrefundable.

6. Permittee, at its own expense, shall obtain all permits or licenses, required by Federal, State, County or City laws, statutes, ordinances, rules or regulations including, but not limited to, all permits required for the sale or service of alcoholic beverages. No alcoholic beverages may be sold or served on the premises without Permittee first having secured all necessary licenses and permits.

7. Permittee shall not do or permit to be done anything that will tend to injure, mar, or in any manner damage the premises or adjacent areas and will not drive or install, or permit to be driven or installed, any nails, hooks, tacks or screws into any part of the premises and will not make or allow to be made any alterations of whatsoever kind to the premises or any equipment therein.

8. Permittee shall not sell or distribute, or permit to be sold or distributed tickets or passes in excess of the seating capacity of the premises, nor admit thereto a larger number of persons than can safely and freely move about therein or than is permitted by applicable fire, police, building or safety regulations. Permittee and its invitees shall only park in such areas as may be designated by CYM.

9. CYM reserves the right to eject or cause to be ejected from the premises any objectionable person or persons; and neither CYM nor its agents and employees shall be liable to Permittee for any damages that may be sustained by Permittee through the exercise by CYM of such right.

10. No performance or event presented in the premises shall be broadcast or televised, or in any manner recorded for reproduction, without the prior written consent of CYM.

11. CYM shall not be responsible for any merchandise, i.e., food, beverages, materials, items, personal property or equipment left on the premises at any time by Permittee. CYM shall not be liable for injury or damage to the person or goods, wares, or other property of Permittee, Permittee's employees, contractors, or invitees, or any other person in or about the premises, whether such damage or injury is caused by or results from fire or from the breakage or other defects of pipes, fire sprinklers, wires or equipment, or from any other cause, whether such damage or injury results from defective conditions arising upon the premises or from other sources or places.

12. No portions of the sidewalks, entries, passages, driveways, vestibules, halls, or other means of access to or about the premises shall be obstructed or caused to be obstructed by Permittee or any of Permittee's invitees, or caused or permitted to be used for any purpose other than ingress and egress to and from the premises. Any damage or injury whatsoever resulting from or in connection with the use of the premises (or adjacent areas or equipment thereon) by Permittee, or Permittee's employees, agents, contractors or invitees, shall be paid for by Permittee.

13. No inflammable materials such as bunting, tissue paper, crepe paper, shall be permitted to be used for decorations and all such materials used for decorative purposes must be treated with flame proofing and must conform to applicable State, City and fire and safety regulations.

14. Permittee has inspected the premises and agrees that they are suitable for the uses permitted herein, and Permittee is using the premises in its "as is" condition.

15. Permittee agrees not to use the premises in any manner, even if the use is for the purposes enumerated herein, that will cause cancellation of any insurance policy covering any such premises or adjacent premises. No offensive or refuse matter, or any substance constituting an unnecessary, unreasonable or unlawful fire hazard, or material detrimental to the public health, shall ever be permitted by Permittee to be or remain, and Permittee shall prevent any such material or matter from being or accumulating upon the premises. Permittee further agrees not to keep on the premises or permit to be kept, used, or sold thereon, anything prohibited by any policy of fire insurance covering the premises or any structure erected thereon.

16. CYM and its representatives shall have the right to enter upon the premises at all reasonable times for the purpose of determining compliance with the terms and conditions of this license or for any other purpose incidental to the rights of CYM. This right of inspection imposes no obligation upon CYM to make inspections nor imposes liability for failure to make such inspections. By reserving the right of inspection, CYM assumes no responsibility or liability for loss or damages to the property of Permittee or property under the control of Permittee, whether caused by fire, water or other causes.

17. Upon the termination of this license, Permittee shall surrender possession of the premises to CYM and restore the premises to the same or as good condition, as the same were in at the time of the first occupancy thereof by Permittee.

18. Permittee shall at all times relieve, indemnify, defend, protect and save harmless CYM, CYM's members, agents, employees and affiliates, the San Diego Unified Port District, and the City of Chula Vista, from any and all claims and demands, actions, proceedings, liabilities, losses, liens, costs, judgments, civil fines and penalties of any kind and nature whatsoever, including expenses incurred in defending against legal actions, for death of or injury to persons or damage to property including property owned by or under the care and custody of CYM, that may arise from or be caused directly or indirectly by:

(a) Any dangerous, hazardous, unsafe or defective condition of, in or on the premises, of any nature whatsoever, which may exist by reason of any act, omission, neglect, or any use or occupation of the premises by Permittee, its agents, employees, contractors, or invitees;

(b) Any operation conducted upon or any use or occupation of the premises by Permittee, its agents, employees, contractors, or invitees under or pursuant to the provisions of this license or otherwise;

(c) Any act, omission or negligence of Permittee, its agents, employees, contractors or invitees, regardless of whether any act, omission or negligence of CYM, its agents, employees or contractors contributed thereto; or

(d) Any failure of Permittee, its agents, employees, contractors or invitees to comply with any of the terms or conditions of this license and Agreement or any applicable Federal, state, regional, or municipal law, ordinance, rule or regulation.

Permittee also agrees to indemnify CYM and pay for all damage or loss suffered by CYM, including but not limited to damage to or loss of property and loss of CYM revenue, from any source, caused by or arising out of the conditions, operations, uses, occupations, acts, omissions or negligence of Permittee and its agents, employees, contractors and invitees on or about the premises. The term "persons" as used herein shall include but not be limited to employees of Permittee. Permittee's indemnification obligations under this paragraph shall survive the termination of this license.

19. Permittee shall procure and maintain at its expense and keep in force at all times during the term of this license broad form comprehensive public liability and property damage insurance (including comprehensive general liability) written by an insurance company authorized to do business in the State of California with Permittee's normal limits of liability, but not less than One Million Dollars (\$1,000,000) combined single limit for injury or death arising out of each accident or occurrence and for property damage for each accident or occurrence or such other amount as CYM approve. Said limits shall be without deduction, provided that CYM may permit a deductible amount in those cases where, in its judgment, such a deductible is justified by the net worth of Permittee. The insurance provided shall contain a severability of interest clause. In all cases, regardless of any deductible, said insurance shall contain a defense of suits provision.

20. Permittee shall also secure and maintain, either by endorsement or by a separate policy, fire legal liability insurance with a minimum limit of One Hundred Thousand Dollars (\$100,000.00) covering legal liability of Permittee for damage or destruction to the buildings, structures, or facilities owned by CYM; provided, that upon (30) days prior written notice to Permittee, said minimum limit of liability shall be subject to adjustment by CYM to conform with the deductible amount of the fire insurance policy maintained by CYM. Such policy may provide for waiver of subrogation in favor of Permittee so long as permitted by CYM's fire insurance policy. CYM must be named as an additional insured in such policy.

21. Permittee shall not erect or display, or permit to be erected or displayed, on the premises any signed or advertising matter of any kind without first obtaining the written consent of CYM.

22. Permittee shall comply with all applicable laws, ordinances and regulations. In addition, Permittee shall comply immediately with any and all directives issued by CYM. This license shall be construed in accordance with California law.

23. In all cases where written notice is to be given under this license, service shall be deemed sufficient if said notice is deposited in the United States mail, postage prepaid. When so given, such notice shall be effective from the date of mailing. Unless changed by notice in writing from the respective parties, notice to CYM shall be addressed to CYM, 640 Marina Parkway, Chula Vista, California 91910, and notice to Permittee shall be addressed to it at the address stated in the preamble or at such address designated by Permittee in writing. Nothing herein contained shall preclude or render inoperative service of such notice in the manner prescribed by law.

24. Permittee understands and agrees that Permittee is only a licensee and has no interest in the premises. Permittee understands and agrees that the CYM reserves the unqualified and unconditional right at any time without prior notice to Permittee to withdraw the premises from Permittee's use, provided that CYM refunds to Permittee any charges previously collected for the number of days so withdrawn. Permittee understands and agrees that notwithstanding any expenditure it may have made in preparation for its use of the premises, such withdrawal from use by the CYM does not entitle Permittee or any other person to any damages or other compensation.

25. Permittee agrees that it will not allow or permit emission or transmission of any loud or raucous noise from any sound making or sound amplifying device in its possession or under its control on the premises. The words "loud or raucous noise" as used herein shall mean any sound or any recording thereof when amplified or increased by any electrical, mechanical, or other device to such volume, intensity or carrying power as to unreasonably interfere, in CYM's sole judgment, with the peace and quiet of other persons within or upon any one or more of such places or areas, or as to unreasonably annoy, disturb, impair or endanger the comfort, repose, health, or safety of other persons within or upon any one or more of such places or areas. The word "unreasonably" as used herein shall include, but not be limited to, consideration of the hour, place, nature, and circumstances of the emission or transmission of any such loud and raucous noise, in CYM's sole judgment. If Permittee fails to comply with the provisions of this paragraph, CYM may, at its option, declare this license terminated and revoked and may forthwith enter upon the premises, using all reasonable force to do so, and exclude Permittee from further use of the premises.

26. If for any reason the keys to the premises are not returned to the CYM, Permittee shall pay a charge of **\$25.00**.

27. Permittee hereby acknowledges and agrees that the rent payable to CYM does not include the cost of the provision of guard service or other security measures, and that CYM shall have no obligation whatsoever to provide the same. Permittee assumes all responsibility for the protection of the premises, Permittee's agents, employees and invitees and their respective property from the acts of third parties.

28. If any party brings an action or proceeding to enforce the terms of this license and Agreement or to declare rights hereunder, the prevailing party shall be entitled to reasonable attorneys' fees.

Date: _____

CALIFORNIA YACHT MARINA – Chula Vista, LLC,
A California limited Liability Company

BY: _____

The undersigned Permittee hereby accepts and agrees to the term of the foregoing license and Agreement, and agrees to abide and be bound by and to observe each and every one of the terms and conditions thereof, including those set forth in the addendum attached hereto, if any.

PERMITTEE:

X

Peter Wong, Interim Chief Business Official
San Ysidro School District
4350 Otay Mesa Road
San Ysidro, CA 92173
(619) 428-4476
peter.wong@sysd.k12.ca.us

Date _____

Board approved:

CONTACT INFORMATION:

Roberto Carrillo, Principal
San Ysidro Middle School
(619) 428-5551 (School)
(619) 454-2039 (Cell)

Maria Preciado, ASB Teacher
San Ysidro Middle School
(619) 428-4476 x3255 (School)
(619) 370-8355 (Cell)

**LCT-Bayside Pavilion
California Yacht Marina**

APPLICATION FOR USE

Date of Event: June 21, 2018 **Event Description:** 8th Grade Promotion Dance

Name of Applicants: San Ysidro School District and ---
Individual or Representative *Organization Name

Mailing Address: 4350 Otay Mesa Road

City: San Ysidro, CA Zip: 92173

Daytime number: (619) 428-4476 Cell Phone: (619) _____

Email Address: roberto.carrillo@sysd.k12.ca.us and maria.preciado@sysd.k12.ca.us

Hours of Actual Event Guests Arrival/Departure: 5:00 p.m. to 8:00 p.m.

(Rental is only between the hours of 10:00 a.m. and 12:00 a.m.)

A maximum of a 12:00 Midnight clean-up deadline will be assigned unless otherwise specified.

Number of guest expected: 150

Children's parties/Quinceneras/Sweet 16, Graduations will require a Security Guard. No Exceptions. Host/ess will provide security guard information to Marina prior to event.

One Day Event Insurance is required for all events. A copy of the policy must be provided to the Pavilion Manager prior to the event. See items 19& 20 in contract for details.

Each Venue Rented Separately:

Use of Pavilion Downstairs Room: Yes X No

Use of Pavilion Upstairs Room: Yes No X

Use of the Courtyard (circle one) requested: Yes No X

(Courtyard Available if Pavilion Room rented, not a standalone rental, for ceremonies only)

**Alcoholic beverages will be sold: Yes No X (private parties are NOT allowed to sell)
-if yes, a one-day SPECIAL DAILY LICENSE must be obtained from ABC**

Type of entertainment that will be provided: DJ Music

Requesting Use of Tables & Chairs Yes X No (inside use only) If no, the marina will remove the Tables and Chairs prior to the event so Renter can bring in their own.

Catering? Yes X No Name of Caterer: To Be Determined

Individual(s) responsible for restoring the facility to its original condition:

Maria M. Preciado, ASB Teacher (619) _____
Name Telephone Number

.....

Pavilion Requirements:

1. When decorating for your event please only use supplies that will not damage paint on walls and leave no permanent holes in the walls or tables. No Staples, Thumb Tacks or nails to be used. Damage to the walls will be charged against deposit.
2. When decorating please arrive with all the tools needed to complete decorating. Liability prevents the Marina from lending tools, ladders and supplies.
3. Rental period is 10:00am until Midnight. Midnight is the cleanup deadline and the Pavilion should be cleaned and ready to be secured by Marina staff no later than midnight. **The host(ess) is liable for an additional \$200.00 per hour for any time past midnight.**
4. At the conclusion of the event all decorations and trash must be removed from the premises so another event can be held the following day. Sweep/vacuum the carpets and wipe off tables. All furniture/equipment rentals must be picked up the same day unless other arrangements are made. Please return the Pavilion to the same condition as it was provided to you. **If the Pavilion staff has to clean after the event you will be charged a minimum cleaning fee of \$250.00 and up depending on the amount of mess left behind.**
5. The Pavilion provides a basic number of tables and chairs to get your event started. Please keep tables and chairs in good condition and do not allow guests to stand on them. If a spill occurs on chair or floor please let us know so we can clean it to prevent stains. The Pavilion has a total of 16 – 60” round tables, 6 – 6 foot rectangular banquet tables and 150 chairs. Our furniture is inside use only, any chairs desired for outside must be rented by the hostess. Downstairs has a portable bar. Upstairs has a built in bar and a wall mounted TV. Any other desired items will need to be rented by the host/hostess of the party.
6. No Smoking inside the premises. Smoking must be at least 25 feet away from the building.
7. Ice is sold on site if needed for your event. This can be charged against your deposit or paid on site as needed.
8. It is the responsibility of the host to ensure their guests behave appropriately and do not cause damage to the landscaping or venture into part of the venue not included in the rental.
9. Entertainment is welcome. Music must be turned down or off at 10pm as a courtesy to those living in the Marina. Mariachi’s are welcome before 8pm. Live Bands must stop by 10pm.
10. Catering: You are free to utilize the party suppliers and caterers of your choice.
11. Guests are welcome to leave their car overnight in the parking lot if needed to ensure the safety of all.
12. Our goal is to help you have a wonderful celebration; please let us know what we can do to help you!

Deposit of \$300.00 holds the date and is a security deposit refundable after the premises are satisfactorily returned in original condition. Full event fee of \$900.00 is due 3 three (3) months prior to the event. In the event of cancellation within seven (7) days of the date of this Application, the entire deposit will be refunded. The deposit is non-refundable thereafter.

X _____
Peter Wong
Interim Chief Business Official

X _____
Maria M. Preciado
ASB Teacher

Date

**SAN YSIDRO SCHOOL DISTRICT
GOVERNING BOARD AGENDA**

TO: Governing Board

BOARD MEETING DATE: February 8, 2018

VIA: Mary L. Willis, Ed.D.
Interim Superintendent

FROM: Business Services and District Operations
Peter Wong, Interim Chief Business Official

INITIAL: mw
 Informational
 Action

AGENDA ITEM: AGREEMENT WITH GOLD STAR FOODS

BACKGROUND INFORMATION:

Gold Star Foods is one of the only distributors in the nation that exclusively services school foodservice operations. Since the implementation of the Healthy Hunger –Free Kids Act, Gold Star has become a solutions provider by implementing strategies to support schools such as stocking an inventory of compliant-only foods, creating an online data base with nutritional information with all items, and improving their technology platform to provide reports for school districts to improve transparency.

Gold Star Foods was awarded RFP #1173-15/16 from the Alhambra Unified School District’s San Gabriel Valley Purchasing Co-op which includes a “piggyback” clause authorizing other school districts to benefit from this RFP to purchase, use identical sourcing and distribution services and with the same terms and conditions pursuant to sections 20118 (K-12) of the Public Contract Code. This is the first of three renewal terms.

Gold Star Foods is committed to make the necessary deliveries of frozen, refrigerated, commodity and commercial food products to accommodate the needs of the District’s Nutrition Program. The term of the agreement is for school year 2017-18.

RECOMMENDATION:

Approve/Ratify the renewal agreement with Gold Star Foods to provide food commodities to the District’s Nutrition Services Department through the existing “piggyback” agreement between Gold Star Foods and Alhambra Unified School District RFP #1173-15/16.

LCAP GOAL AND ACTION/SERVICE (please indicate):

Goal No. 2: Base Services and Safety

2.1 Maintain basic operating services of the district including MOT personnel, transportation, contracted services, and utilities.

Renewal New Amendment Ratify Other

Business Services Reviewed: mw

Financial Implications?

Are funds for this item available in the 2017-2018 Budget?

Requisition #

Yes No

Yes No

Varies
(Amount)

Child Nutrition Fund 13
(Name of funding source and/or location)

--
(Funding account number)

Recommended for: Approval Denial Certification Requested Yes No

Superintendent’s Office Certification:

Mary L. Willis
Mary L. Willis, Ed.D., Interim Superintendent
Secretary to the Board



GOLD STAR FOODS

January 24, 2018

Paloma Perez
Assistant Director
San Ysidro School District
4350 Oday Mesa Road
San Diego, CA 92173

Re: RFP #1173-15/16 – Frozen & Refrigerated Food Distribution

Ms. Perez,

Gold Star Foods, Inc. was awarded the contract for Distribution of Frozen and Refrigerated Foods to the San Gabriel Valley Food Services Co-Op under RFP #1173-15/16. The original term of the contract is August 1, 2016 through July 31, 2017. The contract may be extended for an additional two [2] one year periods in accordance with California Education Code, Sections 17596 (K12) and 81644 (Community Colleges).

Gold Star Foods would like to offer the piggyback option for the Frozen and Refrigerated Foods to your district for the 2017/2018 school year. The same terms and conditions will apply.

Please consider our offer to renew carefully. If you have any questions or comments, please call me at Gold Star Foods.

We are proud to be your Child Nutrition Partner.

Thank you,

Tiffany Riad, MM
Director of Contracts and Commodities

Acceptance:

Signature

Title

Date

Contract Documents:

Distribution: <https://app.box.com/s/8vqg7cl5yxngd1a2pjqsu1mai8rxoaq9>

3781 East Airport Drive, Ontario, CA 91761

Phone (909) 843-9617 • Fax (909) 843-9618

www.GoldStarFoods.com