

# San Ysidro School District Governing Board

## AGENDA

Thursday  
June 8, 2017  
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.

Education Center  
4350 Otay Mesa Road  
San Ysidro



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

**REGULAR MEETING OF THE GOVERNING BOARD**  
**THURSDAY, APRIL 13, 2017**  
**CLOSED SESSION: 5:00 p.m. – 6:00 p.m.**

Pursuant to Government Code Sections 54954 and 54954.2 and Education Code Section 35140, the Regular Meeting of the Governing Board was held on Thursday, April 13, 2017, with Closed Session held at 5:00 p.m. to 6:00 p.m., and reconvened into Open Session at 6:00 p.m. and conducted its business meeting at **Vista Del Mar School, 4885 Del Sol Blvd., San Diego, CA 92154**. Closed Session was conducted in accordance with applicable sections of California Law.

**MINUTES**

1. **CALL TO ORDER**      Who: President Pallasigue      Time: 5:01 p.m.
  
2. **ROLL CALL** by Julio Fonseca, Ed.D., Superintendent & Secretary to the Board  
    Mrs. Rosaleah Pallasigue, President  
    Mrs. Irene Lopez, Vice-President  
    Mr. Marcos A. Diaz, Member- *Arrived at 5:28 p.m.*  
    Mr. Rodolfo Linares, Member- *Arrived at 5:10 p.m.*  
    Mr. Antonio Martinez, Member

Member Martinez stated for the record that the Board has a quorum of three Board Members.

3. **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 3 Ayes – 2 Absent (Linares & Diaz).

4. **GOVERNING BOARD – RECESSED to CLOSED SESSION at 5:04 p.m. in accordance with section 54954.5 regarding:**
  - 4.1 **Pursuant to Government Code Section 54956.9(d)(2)**  
**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/SIGNIFICANT EXPOSURE TO LITIGATION**  
    Case(s)/Claim(s): 1
  
  - 4.2 **GOVERNMENT CODE SECTION 54957.6**  
**CONFERENCE WITH LABOR NEGOTIATORS**  
    Agency Negotiators: Julio Fonseca, Ed.D., Superintendent and Jose Arturo Sanchez-Macias, Deputy Superintendent  
    Employee Organizations:  
        San Ysidro Education Association/CTA

California School Employees Association, Chapter 154

Unrepresented:

Administrators, Classified Management, Confidential/Supervisory

**RECONVENED into OPEN SESSION at 6:01 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.

**5. CALL TO ORDER** Who: President Pallasigue Time: 6:01 p.m.

**6. ROLL CALL** by Arturo Sanchez Macias, Deputy Superintendent

Mrs. Rosaleah Pallasigue, President

Mrs. Irene Lopez, Vice-President

Mr. Marcos A. Diaz, Member

Mr. Rodolfo Linares, Member

Mr. Antonio Martinez, Member

**7. FLAG SALUTE** by Arturo Sanchez Macias, Deputy Superintendent

Member Martinez made a motion to move Item 9. Public Comment/Communications on Open Session Items before Item 8.5 District Financial Update, seconded by President Pallasigue. The vote was unanimous.

**8. CONFERENCE SESSION**

**Reports/Presentations**

**8.1** "Que Canten los niños" - Ms. Vazquez- Third Grade Class

**8.2** Solar Panel Project Update – Art Castanares

**8.3** Staff Recognition - FPM

**8.4** EL Master Plan Update – Manuela Colom

**8.5** District Financial Update – Arturo Sanchez Macias

**9. PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS – Moved up before 8.5**

**Francine Mah-EE-Geh, District Director for Assemblywoman Lorena Gonzalez Fletcher,**

1) Mentioned that she is the District Director for Assemblywoman Lorena Gonzalez who represents the area of San Ysidro at the Capitol. 2) Commented that she learned that the Board was soon proposing a resolution to address the quality of the water. 3) Mentioned that Assemblywoman Gonzalez is extremely committed to ensuring the safety and protection of all community members, especially the children. 4) Commented that after learning that schools in her Assembly District beginning with La Mirada tested positive for lead, Assemblywoman Gonzalez introduced Assembly Bill 746 to require all public pre K-12 schools, as well as CSU and UC campuses, test their water for lead contamination. If contaminated water is found, the Bill requires the contaminated water sources be shut-off immediately and that staff and parents of students be notified of the potential exposure to lead.

5) Commented that Assemblywoman Lorena Gonzalez' team is in constant communication with 1.1 leaders from school districts including Dr. Fonseca and is working with members of the San Diego

Delegation of Legislators to address this issue as quickly as possible with both short and long term protections in mind. 6) Mentioned that Assembly Bill 746 was just approved on a bipartisan unanimous vote by the Assembly Committee on Environmental Safety and Toxic Materials and it will be considered by the Assembly Education Committee. 7) Commented that their office is available for any questions or concerns and looks forward to continuing to work with everyone to best protect our students and their families.

**Leticia Lemos, Sunset Teacher,** 1) Thanked the Board on behalf of Sunset teachers for the opportunity they had to attend the CAFE Conference. 2) Commented that the conference allowed them to network with different experts in bilingual education and found effective classroom strategies that teachers can use with their students. 3) Mentioned that they came across Kagan Cooperative Learning Professional Development. 4) Shared information with the Board on Kagan Cooperative Learning and how it engages every student. 5) Commented that they would like to bring Kagan to Sunset School.

**Elva de Baca, Sunset Teacher,** 1) Mentioned that attending CAFE was a great opportunity for Sunset teachers and thanked the Board. 2) Thanked Mr. Burciaga for researching the needs of staff and for attending a Kagan seminar with her to see if what they offer fits their needs, and it does. 3) Mentioned that Kagan is a great program. It gives teachers the opportunity to engage every student and gives teachers the tools to reach that one student that can't put those three words together. 4) Commented that she is very excited and it's a great opportunity for teachers at Sunset to grow.

**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](http://www.sysdschools.org)

Member Martinez made a motion to move Item 11.4 Resolution No. 16/17-0014 before Item 10. Items from the Board & Superintendent, seconded by President Pallasigue. The vote was 3 Ayes – 1 Noe (Diaz) – 1 Abstain (Linares).

**11.4 RESOLUTION NO. 16/17- 0014 TO AUTHORIZE ALL NECESSARY STEPS TO ENSURE FREE, CLEAN AND SAFE DRINKING WATER FOR STUDENTS AND STAFF**

The Board adopted Resolution No. 16/17- 0014 to authorize all necessary steps to ensure free, clean and safe drinking water for students and staff of the San Ysidro School District.

Motion: Martinez

Second: Pallasigue

Vote: Unanimous

## 10. ITEMS FROM THE BOARD & SUPERINTENDENT

**Dr. Fonseca, Superintendent,** 1) Thanked staff members who put all of their heart and soul into the District, specifically with the handling of the water issue. 2) Thanked the Maintenance and Operations Department for completing the work during the time frame that was given. 3) Mentioned that through a team effort, Mr. Calleros has developed the first Parent Expo inviting different agencies. 4) Invited community members to the Parent Expo and specifically those concerned with the lead related issue. 5) Commented that the San Ysidro Health Center will provide free lead blood tests at the Expo along with San Diego County Health and Human Services. 6) Thanked the Curriculum & Instruction team for their hard work with the Federal Program Monitoring (FPM). 7) Mentioned that the District's financial situation looks very positive. We will be able to do great things for our kids for several years to come.

**Member Linares,** 1) Commented that at the last Board meeting he submitted his resignation as Board Clerk to Dr. Fonseca. 2) Shared his letter of resignation as Board Clerk. 3) Mentioned that he is very disappointed on how the Board has recently conducted themselves and believes we have a dysfunctional Board. Commented that things are not going to improve until the Board starts communicating. 4) Mentioned that the Board has huge problems and nobody wants to address them. He's tried to intervene. 5) Commented that the Board needs more education. We were supposed to have special meetings to collaborate and that hasn't happened. 6) Mentioned that he encourages all Board members to communicate and try to make things work. We need to bury the hatchet and do something good for the District. 7) Commented that before we do anything with the Beyer site, we need to procure the money and pass the bond amendment. Last year, he tried to introduce an amendment to the bond measure and that effort was derailed.

**Member Diaz,** 1) Commented that once again there was a school shooting and the initial reports don't show what more could have been done to prevent it. 2) Mentioned that it hits home every time something like that happens. 3) Commented that his heart goes out to the families that lost love ones especially the child. 4) Mentioned that sometimes we don't know what a family member is going through. We need to talk to each other and not ignore the warning signs. 5) Asked school district leaders to talk to each other, be honest and to reach out to staff and pass the message. We need to protect each other. 6) Commented that he thinks we are moving in the right direction and thanked everyone for all their efforts. 7) Mentioned that the staff recognition was great. 8) Commented that two items on the agenda were moved and in his view, was a political act. He didn't feel it was necessary and would like the Board to stick to the order of the agenda. 9) Commented that our children continue to be his number one focus. He will take care of the kids first, then the teachers. 10) Mentioned that he is looking forward to the reconfiguration and thanked Dr. Fonseca and his team for getting us to that point.

**Member Martinez,** 1) Thanked Principal Connie Rodriguez for hosting the Board Meeting. 2) Commented that building something at Beyer is important. That's a promise we've made to the community. He would like Mr. Macias to present ideas on what to do with the Beyer site. 3) Mentioned that if the property belongs to the District, it should be well maintained and not neglected including the Cherry Blossom Trees. 4) Commented that in addition to discussing what we want to do with the land, we should have a Town Hall Meeting and ask the community what they want. 5) Mentioned that the development of an independent oversight committee related to our bonds is very important to him. He would like to see the creation of the oversight committee comprised of community members from different sectors as soon as possible. 6) Mentioned that he would like District representation at the meetings for the new park being built between Vista Del Mar and Ocean View Hills Schools. 7) Thanked everyone for attending.

**President Pallasigue,** 1) Thanked Principal Connie Rodriguez for hosting the meeting. 2) Mentioned that we need to look into the code of conduct for PTA and parent volunteers. It's imperative that a cohesive and amiable volunteer environment is established. 3) Commented that she agrees with Member Linares about having Board workshops that can be beneficial to the Board. 4) Mentioned that she would like to see the land by the District Office turned into a community farm to bring a food resource to the community. 5) Commented that she would like to make sure we offer more homework support services for students and their parents that are not in the Think Together Program. 6) Commented that in an effort to foster an environment of respect for authority, she would like to bring law enforcement awareness to the schools. We need to foster a better image of law enforcement in the eyes of our kids.

**Vice-President Lopez,** 1) Mentioned that she attended the Autism Walk at Smythe School. 2) Commented that they needed help in having people buy t-shirts for autism because we have a lot of special education students with autism. 3) Thanked Mr. Carrillo, Dr. Fonseca and Mr. Lovelace for assisting with the issues of the fence and traffic at Sunset School. 4) Mentioned that she will visit the TOSA at each school. She visited Smythe's and was overwhelmed. 5) Commented that she met with Mrs. Cuestas of Casa Familiar and asked her to contact Dr. Fonseca. We need to reach these agencies in the community because they have a lot of ideas and programs that can work for our kids, and the community.

Member Martinez made a motion to recess at 8:18 p.m., seconded by Member Diaz. The vote was unanimous.

The Board reconvened at 8:34 p.m.

**ROLL CALL** by Julio Fonseca, Ed.D., Superintendent & Secretary to the Board

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

**11. GENERAL ADMINISTRATION**

**11.1 MINUTES**

The Board approved the minutes of the Regular Board meeting of February 23, 2017.

Motion: Pallasigue      Second: Martinez      Vote: Unanimous

**11.2 RESOLUTION NO.16/17- 0012 DAY/WEEK OF THE TEACHER**

The Board adopted Resolution No. 16/17- 0012 declaring the observance of Wednesday, May 10, 2017, as the San Ysidro "Day of the Teacher" and the week of May 7-13, 2017 as "Week of the Teacher."

Motion: Martinez      Second: Diaz      Vote: Unanimous

**11.3 RESOLUTION NO. 16/17- 0013 CLASSIFIED/CONFIDENTIAL SCHOOL EMPLOYEE WEEK**

The Board adopted Resolution No. 16/17- 0013 recognizing the week of May 21-27, 2017 as “Classified and Confidential School Employee Week.”

Motion: Martinez                      Second: Diaz                      Vote: Unanimous

**11.5 DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS**

The Board approved the Declaration of Need for Fully Qualified Educators, in specific areas which are difficult to fill for the 2017-2018 school year.

Motion: Pallasigue                      Second: Diaz                      Vote: Unanimous

**11.6 REQUEST FOR ALLOWANCE OF ATTENDANCE BECAUSE OF EMERGENCY CONDITIONS (FORM J-13A)**

The Board approved the submittal of Form J-13A Request for Allowance of Attendance because of Emergency Conditions at the San Ysidro Middle School and to obtain approval of attendance and instructional time credit for March 9, 2017.

Motion: Lopez                      Second: Martinez                      Vote: Unanimous

**11.7 2017-2018 PRINCIPALS WORK CALENDAR**

The Board approved the 2017-2018 Principals Work Calendar.

Motion: Pallasigue                      Second: Martinez                      Vote: Unanimous

**11.8 2017-2018 CERTIFICATED DIRECTORS/COORDINATORS WORK CALENDAR**

The Board approved the 2017-2018 Certificated Directors/Coordinators Work Calendar.

Motion: Pallasigue                      Second: Martinez                      Vote: Unanimous

**11.9 2017-2018 SENIOR CERTIFICATED MANAGEMENT WORK CALENDAR**

The Board approved the 2017-2018 Senior Certificated Management Work Calendar.

Motion: Pallasigue                      Second: Martinez                      Vote: Unanimous

**11.10 2017-2018 CLASSIFIED MANAGEMENT & CONFIDENTIAL WORK CALENDAR**

The Board approved the 2017-2018 Classified Management & Confidential Work Calendar.

Motion: Pallasigue      Second: Martinez      Vote: Unanimous

**12. CONSENT CALENDAR**

The Board approved the Consent Calendar with the following changes:

- 1) Pulled Consent Calendar Items 12B.5, 12B10, 12B.12, 12B.14 and 12B.21 for discussion and to be voted on separately.
- 2) Consent Calendar Item 12B.15-- Changed title and recommendation to PERMIT CONTRACT WITH THE CITY OF SAN DIEGO PARK AND RECREATION DEPARTMENT – VISTA TERRACE POOL  
Approve two Permit Contracts with the City of San Diego Park & Recreation Department for Willow and La Mirada Schools’ students and staff to participate in a field trip to the Vista Terrace Pool located in San Ysidro at an approximate cost of \$600.00 from fundraising and the donation fund. Transportation fees will be paid from the supplemental and concentration fund.

Motion: Martinez      Second: Diaz      Vote: Unanimous

**12A. CURRICULUM & INSTRUCTION**

**12A.1 MATH ADOPTION: *MY MATH PROGRAM* FOR KINDER THROUGH 5<sup>TH</sup> GRADE AND *SPRINGBOARD* FOR 6<sup>TH</sup> THROUGH 8<sup>TH</sup> GRADE**

The Board approved the adoption of the *My Math Program* for grades Kinder – 5<sup>th</sup> grade and *SpringBoard* for grades 6<sup>th</sup> – 8<sup>th</sup> to be implemented during the 2017-18 school year at an estimated cost of \$490,000.00 from the lottery fund.

**12A.2 FIELD TRIP TO THE CHULA VISTA ELITE TRAINING CENTER, AKA: OLYMPIC TRAINING CENTER**

The Board approved the field trip and participation of 59 students and 2 teachers from La Mirada Elementary to the Chula Vista Elite Training Center on May 18, 2017. Student fees will be covered with classroom fundraising and transportation services from supplemental and concentration funds for an approximate cost of \$650.00.

**12A.3 PARTICIPATION IN THE CALIFORNIA BILINGUAL EDUCATION (CABE) 6<sup>TH</sup> GRADE SCHOLARSHIP**

The Board approved participation of students and principals from La Mirada, Sunset, Willow and Ocean View Hills Schools to the California Bilingual Education (CABE) 6<sup>th</sup> Grade Scholarship at no cost to the District.

**12A.4 STAFF DEVELOPMENT**

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

| <b>PARTICIPANT(S)</b>   | <b>EVENT</b>   | <b>PLACE</b>  | <b>FROM/TO</b>                     | <b>COST</b> | <b>FUNDING</b>            |
|---|--|---------------|------------------------------------|-------------|---------------------------|
| Daniel Chavez,<br>Laura Gastelum  | PeopleSoft HCM<br>Workshop   | SDCOE         | March 10, 2017                     | \$0         | No Cost                   |
| Sylvia Cervantes,<br>Patricia<br>Sortdesanz,<br>Martha Montoya,<br>Elva DeBaca,<br>Carla Garcia,<br>Leticia Lemos,<br>Emilia Villanueva | Kagan<br>Professional<br>Development   | San Clemente  | April 20-21, 2017<br>May 5-7, 2017 | \$14,000.00 | Title I Site Fund         |
| Daniel Zummo,<br>Linda Gonzales,<br>Yadira Diaz   | U.S. Healthworks<br>Appreciation<br>Luncheon   | Coronado      | May 3, 2017                        | \$0         | No Cost                   |
| Up to 5 people per<br>site and District<br>(TBD)  | 19 <sup>th</sup> Annual<br>“Celebrating<br>Leadership in<br>Biliteracy”<br>Symposium             | San Diego     | May 11, 2017                       | \$2,000.00  | Title III Fund            |
| Janette Ridgels,<br>Oscar Madera,<br>Rick Quintana,<br>Denise Villezcas,<br>Martha Murillo,<br>Darcy Morales                            | San Diego<br>County<br>Association of<br>School<br>Psychologists<br>(SANDCASP):<br>Legal Updates | San Diego     | May 12, 2017                       | \$450.00    | Special<br>Education Fund |
| Jesus Sanchez   | Allegion<br>Mechanical &<br>Electrified Exit<br>Devises Course                                   | San Diego     | May 18, 2017                       | \$0         | No Cost                   |
| Omar Calleros   | National Family<br>and Community<br>Engagement<br>Conference 2017                                | San Francisco | June 22-24, 2017                   | \$1,500.00  | General Fund              |

| PARTICIPANT(S)  | EVENT   | PLACE     | FROM/TO                              | COST        | FUNDING       |
|---|---|-----------|--------------------------------------|-------------|---------------|
| Norma Campos,<br>Loreana Torres,<br>Elva DeBaca,<br>Vanessa Murphy,<br>Michael Direen,<br>Joel Garcia<br>Eliud Lagarda,<br>Catalina Baltazar,<br>Cynthia<br>Arredondo,<br>Marielena<br>Delgadillo,<br>Kayla Globerson,<br>Elizabeth Gomez,<br>Eriberto Garcia,<br>David Alvarado,<br>Mayura<br>Vongsavath<br>Francisco Albarran | Project Lead The<br>Way Core<br>Trainings:<br>Launch and<br>Gateway | San Diego | June 18-24, 2017<br>July 17-21, 2017 | \$25,000.00 | Title II Fund |

**12B. BUSINESS**

**12B.1 PURCHASING REPORT**

The Board approved/ratified the following purchase orders incurred by the District during the period of March 3, 2017 through April 5, 2017. (Report #9): ▪ General Fund: 0000001451-0000001460, 0000001464-0000001468, 0000001471-0000001487, 0000001489-0000001491, 0000001493-0000001502, 0000001507-0000001513 ▪ Building Fund: 0000001470 ▪ Capital Facilities Fund: 0000001488 ▪ Capital Projects Fund: 0000001492.

**12B.2 EXPENDITURE REPORT**

The Board approved/ratified the expenditures incurred by the District during the period of February 27, 2017 through March 29, 2017. Listing sheets #997 through #1017. Payments were made with checks #14-226236 through #14-240126 for a total expenditure of \$1,263,120.07.

**12B.3 ACCEPTANCE OF DONATIONS**

The Board accepted donations valued at \$2,725.45 to help support and enrich our educational programs.

**12B.4 THIRD QUARTERLY COMPLAINT REPORT FOR WILLIAM’S LAWSUIT RELATED ISSUES FOR SCHOOL YEAR 2016-17**

The Board accepted the Report of William’s Complaints for the third quarter, from January 1, 2017 to March 31, 2017 of the 2016-2017 school year for submission to the San Diego County Office of Education.

**12B.5 AGREEMENT WITH IMAGE ONE**

The Board approved the agreement with Image One for the RocketSCAN License and annual maintenance fee in the estimated amount of \$2,855.00 from the Child Nutrition fund.

Motion: Martinez

Second: Diaz

Vote: Unanimous

**12B.6 AGREEMENT WITH PUBLIC AGENCY RETIREMENT SERVICES (PARS)**

The Board approved/ratified the Public Agency Retirement Services (PARS) Agreement for the implementation of the District's 2016-17 PARS 403(b) Supplementary Retirement Plan.

**12B.7 AGREEMENT WITH RAPTOR TECHNOLOGIES, LLC**

The Board approved the agreement with Raptor Technologies, LLC for a Visitor Management System at a cost of \$1,600.00 from the general fund.

**12B.8 REVISED MEMORANDUM OF UNDERSTANDING WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR PROFESSIONAL LEARNING**

The Board approved/ratified the revised Memorandum of Understanding with the San Diego County Superintendent of Schools for professional learning and coaching to Special Education teachers at a cost not to exceed \$3,000.00 from Special Education fund.

**12B.9 SECOND AMENDMENT TO THE AGREEMENT WITH PAMELA MCDANIEL**

The Board approved the second amendment to the agreement with Pamela McDaniel as an Adaptive Physical Education Consultant for school year 2016-2017 at an additional not to exceed cost of \$5,000.00 from Special Education funds.

**12B.10 AGREEMENT WITH ATMOSPHERE CONSTRUCTION AND DESIGN**

The Board approved the agreement with Atmosphere Construction and Design for food service drawings and permit processing at a cost of \$3,500.00 from the Child Nutrition fund.

Motion: Martinez

Second: Diaz

Vote: Unanimous

**12B.11 AMENDMENT TO THE AGREEMENT WITH XEROX MRC SMART TECHNOLOGY SOLUTIONS FOR COPIERS**

The Board approved/ratified the amendment to the five (5) year agreement with MRC Smart Technology Solutions, a Xerox Company, for copiers/equipment and copy print charges at an additional \$237.68 to include fax capability. The new monthly amount is \$8,607.19 from the general fund.

**12B.12 AGREEMENTS WITH PRINCIPAL’S EXCHANGE FOR ACADEMIC SUPPORT SERVICES AT LA MIRADA, OCEAN VIEW HILLS AND WILLOW SCHOOLS**

The Board approved/ratified the agreements with Principal’s Exchange to provide Academic Support Services at La Mirada, Ocean View Hills and Willow Schools from November 2016 to April, 2017 at a cost not to exceed \$65,000.00 from the Title I, Site fund.

Motion: Martinez                      Second: Pallasigue                      Vote: Unanimous

**12B.13 AGREEMENT WITH EDTECHTEACHER**

The Board approved the service agreement with EdTechTeacher to provide training of the Customized T21 Program to teachers from Sunset School at a cost not to exceed \$20,000.00 from the supplemental and concentration fund.

**12B.14 AGREEMENT WITH ACHIEVE3000**

The Board approved the agreement with Achieve3000 for a Differentiated Literacy Solution package to be implemented at La Mirada, Ocean View Hills, Smythe, Sunset and Willow Schools at a total cost of \$185,630.00 from Title I - site fund.

Motion: Pallasigue                      Second: Martinez                      Vote: Unanimous

**12B.15 PERMIT CONTRACT WITH THE CITY OF SAN DIEGO PARK AND RECREATION DEPARTMENT – VISTA TERRACE POOL**

The Board approved two Permit Contracts with the City of San Diego Park & Recreation Department for Willow and La Mirada Schools’ students and staff to participate in a field trip to the Vista Terrace Pool located in San Ysidro at an approximate cost of \$600.00 from fundraising and the donation fund. Transportation fees will be paid from the supplemental and concentration fund.

**12B.16 AGREEMENT WITH FORENSIC ANALYTICAL CONSULTING SERVICES - REVISED**

The Board approved/ratified the revised not to exceed amount for the 2016-17 agreement with Forensic Analytical Consulting Services to be increased to \$20,000.00 from the general fund.

**12B.17 AGREEMENT WITH GRAY STEP SOFTWARE, INC.**

The Board approved the Service License Agreement with Gray Step Software, Inc. for the ASBWorks Accounting Software program at an annual cost of \$799.00 from the San Ysidro Middle School ASB fund.

**12B.18 CALIFORNIA COALITION FOR ADEQUATE SCHOOL HOUSING - PROFESSIONAL MEMBERSHIP RENEWAL**

The Board approved the membership renewal for J. Arturo Sanchez Macias, Deputy Superintendent to the California Coalition for Adequate School Housing at a cost of \$508100 from the general fund.

**12B.19 AGREEMENT WITH FEEDING SAN DIEGO FOR THE 2017-2018 SCHOOL PANTRY PROGRAM PARTNERSHIP - WILLOW SCHOOL**

The Board approved the agreement with Feeding San Diego for the School Pantry Program at Willow School during school year 2017-18. These services are provided at no cost to the students, families and District.

**12B.20 AGREEMENT WITH THE ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID) CENTER**

The Board approved the agreement with the Advancement Via Individual Determination (AVID) Center for Vista Del Mar and San Ysidro Middle Schools and the participation of site teams to the Summer Institute with an estimated cost of \$49,447.00 from the supplemental and concentration fund.

**12B.21 AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THINK TOGETHER, INC. FOR VISUAL AND PERFORMING ARTS (VAPA)**

The Board approved/ratified the amendment to the Memorandum of Understanding with THINK Together, Inc. for the 2016-17 Visual and Performing Arts (VAPA) Program at an annual cost of \$344,565.00 for labor and \$28,230.00 for supplies and materials for a not to exceed total of \$372,795.00 from the supplemental and concentration fund.

Motion: Martinez

Second: Diaz

Vote: 4 Ayes – 1 Noe (Lopez)

**12B.22 AGREEMENT WITH MANO A MANO**

The Board approved/ratified the agreement with Mano A Mano for parent education workshops at Ocean View Hills and Willow Schools during the months of April and May, 2017 at an estimated cost of \$8,000.00 from Title I funds.

**12B.23 AGREEMENT WITH PITNEY BOWES**

The Board approved/ratified the agreement with Pitney Bowes for mailing equipment, supplies and maintenance via the WSCA/NASPO ADSP011-00000411-7-7-12-70-26 “Piggyback” agreement at a monthly rate of \$120.00 from the general fund.

**12B.24 MEMORANDUM OF UNDERSTANDING WITH YMCA OF SAN DIEGO COUNTY FOR SPORTS PROGRAMMING**

The Board approved the memorandum of understanding with YMCA of San Diego County for the Spring Middle School Invitational Sports Program and the participation of 7<sup>th</sup> and 8<sup>th</sup> grade students from San Ysidro Middle School and Ocean View Hills School at an estimated cost of \$7,357.00 from the general fund.

**12B.25 AGREEMENT WITH SCHOOL INNOVATIONS & ADVOCACY, INC. FOR SCHOOL ACCOUNTABILITY REPORT CARD SERVICES**

The Board approved the agreement with School Innovations & Advocacy, Inc. for the preparation of the School Accountability Report Cards (SARC) at a cost of \$7,600.00 from the general fund.

**12B.26 AGREEMENT WITH PROJECT LEAD THE WAY AGREEMENT: GATEWAY AND LAUNCH PROGRAMS**

The Board approved the agreement with Project Lead the Way for the Gateway *Program* to be an elective course at our two middle schools and the PLTW-*Launch Program* for all elementary schools for the 2017-2018 school year at an annual fee of \$5,250.00 from the supplemental & concentration fund.

**12B.27 AGREEMENT WITH COLBI TECHNOLOGIES, INC. FOR QUALITY BIDDERS SOFTWARE SERVICES**

The Board approved the agreement with Colbi Technologies, Inc. for Quality Bidders Software Services at an annual cost of \$5,000.00 from the general fund.

**12B.28 AGREEMENT WITH AM2 CONSULTING GROUP**

The Board approved/ratified the agreement with AM2 Consulting Group for fiscal year 2016-17 at an estimated cost of \$40,000 from the general fund.

**12B.29 SAN YSIDRO SCHOOL DISTRICT MEMBERSHIP TO THE SAN DIEGO REGIONAL TASK FORCE ON THE HOMELESS**

The Board approved/ratified the San Ysidro School District’s membership to the San Diego Regional Task Force on the Homeless during 2017 at a cost of \$50.00 from the general fund.

**12B.30 AMENDMENT #2 TO THE AGREEMENT WITH EAST L.A. CLASSIC THEATRE, INC. FOR BEYOND THE BELL BROADWAY AFTER SCHOOL PROGRAM**

The Board approved/ratified amendment #2 with East L.A. Classic Theatre, Inc. to increase the contract amount by \$25,000.00 for a contract total of \$191,500.00 for school year 2016-17 from the supplemental and concentration fund.

**12C. PERSONNEL – CLASSIFIED**

**EMPLOYMENT**

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

- 12C.1** Child Nutrition Specialist: Rosa Molina, effective April 1, 2017
- 12C.2** Substitute Instructional Aide: Martha Helenna Espinosa, effective May 1, 2017

**LEAVE OF ABSENCE**

The Board approved the return from leave of absence without pay for the following as recommended by staff:

- 12C.3** Bus Driver: Jasmin Lopez effective April 17, 2017
- 12C.4** Instructional Aide Special Education: Hector Pedrero, effective April 17, 2017

**RETIREMENT**

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

- 12C.5** Instructional Health Care Assistant: Maria Socorro Quintero, effective June 30, 2017

**12D. PERSONNEL – CERTIFICATED**

**EMPLOYMENT**

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

- 12D.1** Substitute Preschool Permit Teachers: Alicia Castro, Martha Helenna Espinosa and Ilzeth Soler, effective May 1, 2017
- 12D.2** Substitute Classroom Teachers K-8: Keith Aguon, Leeza Bautista, Fabriana Cafalli, Martha Helenna Espinosa, Sophia Nava, Wilbert Pickett, Jerry Scott, Michael Smith and Ebony Virgle, effective May 1, 2017

**JOB DESCRIPTION**

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

- 12D.3** Behavior Specialist

**LEAVE OF ABSENCE**

The Board approved the leave of absence without pay for the following as recommended by staff:

- 12D.4** Classroom Teacher K-8: Beatriz Bautista for the 2017–2018 school year

**12E. PERSONNEL – MANAGEMENT**

**EMPLOYMENT**

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

- 12E.1** Human Resources and Credentialing Coordinator: Linda Gonzales, effective April 1, 2017

Member Diaz made a motion to recess to Closed Session at 9:01 p.m., seconded by Member Linares. The vote was unanimous.

**4. GOVERNING BOARD – RECESSED to CLOSED SESSION at 9:01 p.m. in accordance with section 54954.5 regarding:**

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

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

Case(s)/Claim(s): 1

**4.2 GOVERNMENT CODE SECTION 54957.6**

**CONFERENCE WITH LABOR NEGOTIATORS**

Agency Negotiators: Julio Fonseca, Ed.D., Superintendent and Jose Arturo Sanchez-Macias, Deputy Superintendent

Employee Organizations:

San Ysidro Education Association/CTA

California School Employees Association, Chapter 154

Unrepresented:

Administrators, Classified Management, Confidential/Supervisory

**RECONVENED into OPEN SESSION at 9:23 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 stated for the record that all Board members were present.

President Pallasigue requested Mr. Macias to forward all her correspondence to date with Sheppard Mullin to share with the rest of the Board for their personal information only and not to be discussed outside.

Member Martinez made a motion to adjourn the meeting, seconded by Member Diaz. The vote was unanimous.

**13. ADJOURNMENT** Time: 9:25 p.m.

Respectfully Submitted,

Julio Fonseca, Ed.D., Secretary  
Governing Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Administration  
Julio Fonseca, Ed.D., Superintendent

**AGENDA ITEM:** AMENDMENT TO CONFLICT OF INTEREST CODE

**BACKGROUND INFORMATION:**

The Governing Board previously adopted its Conflict of Interest Code revisions on September 8, 2016. Administration recently reviewed the Designated Positions and has determined that changes to the current Conflict of Interest Code are necessary.

Administration is recommending the following changes to the Conflict of Interest Code, including the list of designated positions and disclosure categories:

1. Deleted positons that no longer exist.
2. Revised the titles of existing positions, and
3. Added the following: Executive Director of Curriculum, Instruction & Innovation and Coordinator, Federal and State Programs

**RECOMMENDATION:**

Adopt Resolution amending the Conflict of Interest Code and revised Board Bylaw 9270 including its Appendix of Designated Positions and Disclosure Categories.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed:   jasm  

Financial Implications?

Are funds for this item included in the 2016-2017 Budget?

Requisition #

Yes     No

Yes     No

N/A

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:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**CONFLICT OF INTEREST**

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.

*(cf. 9005 - Governance Standards)*

The Board shall adopt a resolution that specifies the terms of the district's conflict of interest code, the district's designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body.

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

*(cf. 9320 - Meetings and Notices)*

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code 87302, 87500)

*(cf. 4117.2/4217.2/4317.2 - Resignation)*

*(cf. 9222 - Resignation)*

**Conflict of Interest under the Political Reform Act**

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)

**CONFLICT OF INTEREST** (continued)

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district. (2 CCR 18702.1)

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18702.1)

**Conflict of Interest under Government Code 1090**

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract. (Government Code 1090; Klistoff v. Superior Court, (2007) 157 Cal.App. 4th 469)

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. (Government Code 1091)

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. *Relative* means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

## **CONFLICT OF INTEREST (continued)**

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

### **Common Law Doctrine Against Conflict of Interest**

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

### **Rule of Necessity or Legally Required Participation**

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

### **Incompatible Offices and Activities**

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)

*(cf. 4136/4236/4336 - Nonschool Employment)*

### **Prohibition Against Certain Gifts/ Limitation on Campaign Contributions to Members of and Candidates for the Board**

This policy applies to all Board members, and to candidates (as contemplated in Government Code 82007) and Candidate Controlled Committees ("Committee") (as contemplated in Government Code 82016) for the Board of the San Ysidro School District. The purpose of this policy is to establish an explicit and unequivocal standard for current and future Board members, candidates, and committees to follow when considering campaign contributions and gifts while they are in service to this community as Board members or running for election to the Board. Further, this policy is intended to eliminate any potential for actual or perceived bias on the part of any Board member or candidate and to prevent corruption and the appearance of corruption by limiting the size of campaign contributions.

This policy explicitly applies to gifts of all kinds, including, but not limited to, gifts of travel (as contemplated in Government Code 89506), wedding, holiday, meals or other gifts (as contemplated in Government Code 89503) and offers of employment or any other enterprise for compensation. To the extent that any aspect of this policy exceeds the requirements in Government Code 89503 or 2 CCR 18730, this policy shall provide additional prohibitions on the acceptance of contributions. Further, this policy is intended to supplement the Board's existing Conflict of Interest Policy as contained in its Bylaws.

**CONFLICT OF INTEREST** (continued)

Provisions of this policy that limit campaign contributions (“Contributions”) (as contemplated in Government Code 82015) apply to candidates for the Board and their committees.

For purposes of this policy, “person” shall mean an individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, limited liability company, corporation, limited liability company, association, committee, and any other organization or group of persons acting in concert as contemplated in Government Code 82047.

The policy provides:

1. Board members, candidates, and committees are prohibited from accepting gifts and contributions from any employee, agent, independent contractor, representative of any person or entity that is engaged in business with the San Ysidro School District at the time the contribution is made;
2. Board members, candidates, and committees are prohibited from accepting gifts and contributions from any employee, agent, independent contractor, representative of any person or entity that, within the preceding 12 months, has submitted any proposal, whether formal or informal, verbal or in writing, to perform any business on behalf of the San Ysidro School District at the time the contribution is made;
3. Board members, candidates, and committees are prohibited from accepting gifts and contributions from any employee, agent, independent contractor, representative of any person or entity that has performed any work for compensation on behalf of the San Ysidro School District within 12 months of the time the contribution is made.
4. District employees are not prohibited from giving gifts or making contributions. Board members, candidates and committees may not solicit, directly or indirectly, a contribution from a district employee with knowledge that the person from whom the contribution is solicited is a district employee. (see California Government Code section 3205) Recipients must disclose gifts and contributions, as required under state law (Government Code section 81000 et seq.).
5. This policy, as it pertains to gifts, extends to relatives of Board members and candidates. “Relative” means an adult who is related to the member by blood or affinity within the third degree, or an individual in an adoptive relationship within the third degree. (Education Code 35107(e).) A gift given to a relative of a Board member shall be considered a gift to the Board member if evidence suggests that the donor has a purpose to influence the official (as contemplated in 2 CCR 18943)

The Board shall review this policy in even-numbered years and it shall provide officers, employees, consultants and members of the community adequate notice and a fair opportunity to present their views as to any proposed changes.

**CONFLICT OF INTEREST (continued)****Honoraria**

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term *honorarium* does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

*Legal Reference:*EDUCATION CODE

1006 *Qualifications for holding office*

35107 *School district employees*

35230-35240 *Corrupt practices, especially:*

35233 *Prohibitions applicable to members of governing boards*

41000-41003 *Moneys received by school districts*

FAMILY CODE

297.5 *Rights, protections, and benefits of registered domestic partners*

GOVERNMENT CODE

1090-1099 *Prohibitions applicable to specified officers*

1125-1129 *Incompatible activities*

81000-91014 *Political Reform Act of 1974, especially:*

82011 *Code reviewing body*

87100-87103.6 *General prohibitions*

87200-87210 *Disclosure*

87300-87313 *Conflict of interest code*

87500 *Statements of economic interests*

89501-89503 *Honoraria and gifts*

91000-91014 *Enforcement*

PENAL CODE

85-88 *Bribes*

CODE OF REGULATIONS, TITLE 2

18110-18997 *Regulations of the Fair Political Practices Commission, especially:*

18702.5 *Public identification of a conflict of interest for Section 87200 filers*

COURT DECISIONS

*Klistoff v. Superior Court*, (2007) 157 Cal.App.4th 469

*Thorpe v. Long Beach Community College District*, (2000) 83 Cal.App.4th 655

*Kunec v. Brea Redevelopment Agency*, (1997) 55 Cal.App.4th 511

**CONFLICT OF INTEREST (continued)**

*Legal Reference: (continued)*

ATTORNEY GENERAL OPINIONS

- 92 Ops. Cal. Atty. Gen. 26 (2009)
- 92 Ops. Cal. Atty. Gen. 19 (2009)
- 89 Ops. Cal. Atty. Gen. 217 (2006)
- 86 Ops. Cal. Atty. Gen. 138(2003)
- 85 Ops. Cal. Atty. Gen. 60 (2002)
- 82 Ops. Cal. Atty. Gen. 83 (1999)
- 81 Ops. Cal. Atty. Gen. 327 (1998)
- 80 Ops. Cal. Atty. Gen. 320 (1997)
- 69 Ops. Cal. Atty. Gen. 255 (1986)
- 68 Ops. Cal. Atty. Gen. 171 (1985)
- 65 Ops. Cal. Atty. Gen. 606 (1982)
- 63 Ops. Cal. Atty. Gen. 868 (1980)

*Management Resources:*

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

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

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

Bylaw

adopted: October 19, 1987

revised: October 30, 2014

amended: November 12, 2015

amended: September 8, 2016

amended:

**SAN YSIDRO SCHOOL DISTRICT**

San Ysidro, California

**11.2**

**Page 7 of 11**

**Board Bylaws**

**CONFLICT OF INTEREST**

**RESOLUTION ADOPTING A  
CONFLICT OF INTEREST CODE**

**WHEREAS**, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

**WHEREAS**, the Governing Board of the San Ysidro School District has previously adopted a local conflict of interest code; and

**WHEREAS**, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district’s conflict of interest code; and

**WHEREAS**, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

**WHEREAS**, the San Ysidro School District has recently reviewed its positions, and the duties of each position, and has determined that changes to the current conflict of interest code are necessary; and

**WHEREAS**, any earlier resolutions, bylaws, and/or appendices containing the district’s conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

**NOW, THEREFORE, BE IT RESOLVED** that the San Ysidro School District Governing Board adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

**PASSED AND ADOPTED THIS 8<sup>th</sup>** day of June, 2017 at a meeting, by the following vote:

**AYES:** \_\_\_\_ **NOES:** \_\_\_\_ **ABSENT:** \_\_\_\_

Attest:

\_\_\_\_\_  
Secretary/President

**CONFLICT OF INTEREST (continued)****Conflict of Interest Code of the  
San Ysidro School District**

The provisions of 2 CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with the attached Appendix specifying designated positions and disclosure categories, are incorporated by reference and shall constitute the district's conflict of interest code.

Governing Board members and designated employees shall file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories listed in the attached Appendix. The Statement of Economic Interest shall be filed with the district's filing officer and/or, if so required, with the district's code reviewing body. The district's filing officer shall make the statements available for public review and inspection.

**APPENDIX****Disclosure Categories**

1. **Category 1:** A person designated Category 1 shall disclose:
  - a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district.
  - b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or manufacture or sell supplies, books, machinery, or equipment of the type used by the district.
2. **Category 2:** A person designated Category 2 shall disclose:
  - a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs.
  - b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

**CONFLICT OF INTEREST (continued)****Designated Positions**

| <u>Designated Position</u>  | <u>Disclosure Category</u> |
|---|----------------------------|
| Governing Board Members   | 1                          |
| Superintendent of Schools   | 1                          |
| Deputy Superintendent   | 1                          |
| Assistant Superintendent of Educational Services                    | 2                          |
| <i>Executive Director of Curriculum, Instruction and Innovation</i> | 2                          |
| <i>Executive Director of Human Resources</i>                        | 2                          |
| Principal   | 2                          |
| Assistant Principal   | 2                          |
| Director of Maintenance, Operations, Transportation and Facilities  | 2                          |
| Director of Special Education                                       | 2                          |
| Director of Information Management Services                         | 2                          |
| Director of Child Development                                       | 2                          |
| Director of Child Nutrition Services                                | 2                          |
| Assistant Director of Child Nutrition Services                      | 2                          |
| <i>Coordinator, Federal and State Programs</i>                      | 2                          |

**Disclosures for Consultants**

Consultants are designated employees who must disclose financial interests as determined on a case-by case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement

**CONFLICT OF INTEREST** (continued)

4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for the such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18701)

Exhibit

Version: October 30, 2014

Amended: November 12, 2015

Amended: September 8, 2016

Amended:

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Educational Services  
Manuela Colom, Executive Director

**AGENDA ITEM:** ADOPTION OF THE LOCAL CONTROL ACCOUNTABILITY PLAN FOR SCHOOL YEAR 2017-2018

**BACKGROUND INFORMATION:**

On June 2013, the Legislature adopted a new funding system for schools in California known as the Local Control Funding Formula (LCFF). The purpose of the new funding formula was to give districts more local control over how funds are spent. As part of LCFF, the Legislature included an accountability component known as the Local Control Accountability Plan (LCAP).

In developing the LCAP, districts must solicit public input and consult with stakeholders. As part of the process, each district is required to hold a public hearing to review the LCAP and solicit the recommendations and comments of the members of the public regarding the goals, the specific actions and services, and the proposed expenditures.

*Timeline:*

- May 11, 2017 - Governing Board held a public hearing on the 2017-18 Proposed Local Control Accountability Plan
- Next part of the process is to move forward in the approval/adoption of LCAP by the Governing Board.
- Submit to the San Diego County Office of Education for approval.

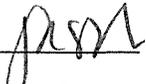
- LCAP Report on a separate cover -

**RECOMMENDATION:**

Approve and adopt the Local Control Accountability Plan (LCAP) for school year 2017-2018.

---

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)

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

--  
(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board



San Ysidro School District  
**2017-2018 Education Protection Account (EPA) Spending Plan**

Expenditures by Function - Detail  
 Program by Resource Report  
 Expenditures through: June 30, 2018  
 For Fund 01, Resource 1400 Education Protection Account

| Description  | Object Codes   | Amount                 |
|--|----------------|------------------------|
| <b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>                                       |                |                        |
| Adjusted Beginning Fund Balance  | 9791-9795      | -                      |
| LCFF   | 8010-8099      | 6,221,416.00           |
| Federal Revenue  | 8100-8299      | -                      |
| Other State Revenue  | 8300-8599      | -                      |
| Other Local Revenue  | 8600-8799      | -                      |
| All Other Financing Sources and Contributions                                      | 8900-8999      | -                      |
| Deferred Revenue   | 9650           | -                      |
| <b>TOAL AVAILABLE</b>  |                | <b>6,221,416.00</b>    |
| <b>EXPENDITURES AND OTHER FINANCING USES</b>                                       |                |                        |
| <b>(Objects 1000-7999)</b>   | Function Codes |                        |
| Instruction  | 1000-1999      | 6,221,416.00           |
| Instruction-Related Services   |                |                        |
| Instructional Supervision and Administration                                       | 2100-2150      | -                      |
| AU of a Multidistrict SELPA  | 2200           | -                      |
| Instructional Library, Media, and Technology                                       | 2420           | -                      |
| Other Instructional Resources  | 2490-2495      | -                      |
| School Administration  | 2700           | -                      |
| Pupil Services   |                |                        |
| Guidance and Counseling Services   | 3110           | -                      |
| Psychological Services   | 3120           | -                      |
| Attendance and Social Work Services  | 3130           | -                      |
| Health Services  | 3140           | -                      |
| Speech Pathology and Audiology Services  | 3150           | -                      |
| Pupli Testing Services   | 3160           | -                      |
| Pupil Transportation   | 3600           | -                      |
| Food Services  | 3700           | -                      |
| Other Pupil Services   | 3900           | -                      |
| Ancillary Services   | 4000-4999      | -                      |
| Community Services   | 5000-5999      | -                      |
| Enterprise   | 6000-6999      | -                      |
| General Administration   | 7000-7999      | -                      |
| Plant Services   | 8000-8999      | -                      |
| Other Outgo  | 9000-9999      | -                      |
| <b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>                                 |                | <b>\$ 6,221,416.00</b> |
| <b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b> |                | <b>-</b>               |

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** ADOPTION OF PROPOSED BUDGET FOR 2017-2018

**BACKGROUND INFORMATION:**

Each year the District is required to adopt a budget for the next fiscal year. The budget must be reviewed during a public hearing, and the Board must consider any written comments received prior to the public hearing. On May 11, 2017, a public hearing was conducted.

The budget for fiscal year 2017-18 is presented to the Governing Board for consideration and approval. The budget includes the budget assumptions, identifies the anticipated general fund revenues and expenditures, the fund balances of other District funds, and multi-year projections.

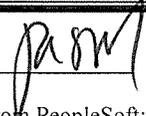
PROPOSED 2017-18 BUDGET – UNDER SEPARATE COVER

**RECOMMENDATION:**

Adopt the proposed 2017-2018 Budget.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

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

Requisition # from PeopleSoft:

Yes     No

Yes     No

N/A

(Amount)

N/A

(Name of funding source and/or location)

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(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board



**San Ysidro School District**

**RESOLUTION NO. 16/17-3106**

**ADOPTING A SCHOOL FACILITIES NEEDS ANALYSIS AND  
ESTABLISHING AND ADOPTING ALTERNATIVE SCHOOL FACILITY  
FEES IN ACCORDANCE WITH GOVERNMENT CODE  
SECTIONS 65995.5, 65995.6, AND 65995.7**

**WHEREAS**, the Governing Board of the San Ysidro School District (“Board”) has elected to participate in the school facilities funding program established pursuant to the Leroy F. Greene School Facilities Act of 1998 (“Act”) for both modernization and new construction projects;

**WHEREAS**, under the Act, the Board may establish fees to offset the cost of school facilities made necessary by new construction following the making of certain findings;

**WHEREAS**, the San Ysidro School District (“District”) has undertaken a review of its eligibility to establish fees under the Act;

**WHEREAS**, the District has completed and certified State Allocation Board (“SAB”) Form 50-04 (Application for Funding) and SAB Form 50-05 (Fund Release Authorization) for new construction funding prior to the adoption of this Resolution;

**WHEREAS**, at least twenty percent (20%) of the District's teaching stations are relocatable classrooms;

**WHEREAS**, the District meets the bonding capacity requirements of the Act;

**WHEREAS**, the District has prepared an analysis entitled "Schools Facility Needs Analysis," dated June 8, 2017, (the “SFNA”) for purposes of adopting alternative school facility fees pursuant to Government Code Sections 65995.5 (“Level II Fee”) in accordance with applicable law;

**WHEREAS**, the Board has reviewed and considered the SFNA which includes all of the findings required by applicable law, including an analysis of the purpose of the Level II Fee and the reasonable relationship between the Level II Fee and the need for new school facilities to accommodate students generated from new residential construction;

**WHEREAS**, the District does not have sufficient funds available for the construction or reconstruction of school facilities, including acquisition of school sites, construction of permanent school facilities, and interim school facilities to accommodate students generated from new development; and

**WHEREAS**, the Board has satisfied all of the requirements of Government Code Section 65995.5 to be eligible to establish and levy fees pursuant to the Act; and

**WHEREAS**, in accordance with Government Code Section 65995.5, 65995.6 and 65995.7, the purpose of this Resolution is to adopt a SFNA and to establish and levy fees under the provisions of the Act consistent with the information and data set forth in the SFNA and upon such other information and documentation prepared by or on file with the District, as presented and described to the Board.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE GOVERNING BOARD OF THE SAN YSIDRO SCHOOL DISTRICT AS FOLLOWS:**

Section 1.     Recitals. The above recitals are true and correct.

Section 2.     Procedure. The District has complied with all applicable notice, public review, and hearing requirements necessary to adopt the SFNA and establish and levy fees under the Act. Specifically:

(a) Prior to the adoption of this Resolution, the Board conducted a public hearing to adopt the SFNA at its June 8, 2017, regular meeting at which time all persons desiring to comment on the SFNA were heard and all information was duly considered.

(b) Notice of the time and place of the public hearing, including the location and procedure for viewing or requesting a copy of the proposed SFNA and any proposed revision of the SFNA, has been published in a newspaper of general circulation in accordance with Government Code Section 65995.6(d), and a notice, including a statement that the SFNA required by Government Code Section 65995.6 was available, was mailed at least thirty (30) days prior to the public hearing to any interested party who had previously filed a written request with the District for mailed notice of the meeting on new or increased fees or service charges within the period specified by law.

(c) At least 30 days prior to the public hearing, the District made available to the public in its SFNA, data indicating the amount of the costs, or estimated costs, required to provide the facilities for which the fee is to be levied pursuant to this Resolution, and the revenue sources anticipated to provide this service.

(d) By way of a public meeting, the Board received oral and written presentations by District staff which are summarized and contained in the District's SFNA and the District's applications and related documents filed with the State Allocation Board in accordance with relevant law, along with materials which formed the basis for the action taken pursuant to this Resolution.

Section 3.     Findings. The Board has reviewed the provisions of the SFNA as it relates to proposed and potential development, the resulting school facilities needs, the cost thereof, and the available sources of revenue including the fees provided by this Resolution, and based thereon and upon all other written and oral presentations to the Board, the Board hereby approves and adopts the SFNA and makes the following findings:

(a) The SFNA projects that there will be unhoused students as result of future residential development;

(b) Additional development projects within the District, whether new residential construction or residential reconstruction involving increases in habitable area will increase the need for school facilities;

(c) Without the addition of new school facilities, further residential development projects within the District will result in a significant decrease in the quality of education presently offered by the District;

(d) New residential development is projected within the District's boundaries and the enrollment produced thereby will lead to unhoused students. Projected development within the District,

11.6

without additional school facilities, will result in conditions of overcrowding which will impair the normal functioning of the District's educational programs;

(e) The fees proposed in the SFNA and levied pursuant to this Resolution are for the purpose of providing adequate school facilities and related support facilities to maintain the quality of education offered by the District;

(f) The fees proposed in the SFNA and levied pursuant to this Resolution will be used for construction and reconstruction of school facilities and support facilities as identified in the SFNA;

(g) The uses of the fees proposed in the SFNA and levied pursuant to this Resolution are reasonably related to the types of development projects on which the fees are imposed;

(h) The fees proposed in the SFNA and levied pursuant to this Resolution bear a reasonable relationship to the need for school and support facilities created by the types of development projects on which the fees are imposed;

(i) The fees proposed in the SFNA and levied pursuant to this Resolution do not exceed the estimated amount required to provide funding for the construction of reconstruction of school and support facilities for which the fees are levied; and in making this finding, the Board declares that it has considered the availability of revenue sources anticipated to provide such facilities, including general fund revenue; and

(j) The fees will be collected for school and support facilities for which an account has been established and funds appropriated and for which the District has adopted a construction schedule or in some instances, will be used to reimburse the District for expenditures previously made.

Section 4. Determination of Eligibility.

(a) The District has submitted a timely application to the State Allocation Board for new construction funding, and has met the eligibility requirements for new construction funding pursuant to the provisions of the Leroy F. Green School Facilities Act of 1998.

(b) In accordance with the provisions of Government Code Section 65995.5(b)(3)(C) and 65995.5(b)(3)(D), the District meets the local bonding capacity requirements and the District uses relocatable classrooms for at least 20% of its teacher stations.

Section 5. Adoption of SFNA.

(a) The Board has reviewed the provisions of the SFNA along with such oral and written information as has been presented by District staff and consultants and has determined that the SFNA meets the requirements of Government Code Section 65995.6 and is a suitable basis for the establishment of Level II and Level III fees in accordance with the provisions of Government Code Section 65995.5 and 65995.7, and hereby adopts the SFNA.

Section 6. Determination and Establishment of Fee. Based upon the foregoing findings, the Board hereby establishes and levies a new fee upon residential construction within the District, to be known as the "Level II Fee" and the "Level III Fee" as follows:

(a) **Level II Fee.** The Level II Fee for new residential construction is hereby established and set at the rate of \$3.35 per square foot of residential development. The Level II Fee shall be collected as a precondition to the issuance of any building permit for construction within the District's boundaries.

(b) **Level III Fee.** In accordance with the provisions of Government Code section 65995.7, the District's Board is authorized to establish a fee in an amount higher than the Level II fee in the event the State Allocation Board is no longer approving apportionments for new construction in accordance with Education Code section 17072.20 et seq. due to lack of funds, and the State Allocation Board has notified the Secretary of the Senate and Chief Clerk of the Assembly, in writing, of the determination that such funds are no longer being allocated. In the event that on or before the Anniversary Date of this Resolution as defined below, the State Allocation Board is no longer approving apportionments due to inadequate funding and such fact is relayed to the appropriate state representatives, a fee calculated pursuant to Government Code section 65995.7, the Level III fee, may be levied. The Level III Fee for residential construction is hereby established and set at the rate of \$6.70 per square foot of residential development.

(c) The Level III Fee shall be placed in effect immediately by action of the Superintendent, without any additional action by the Board other than a determination by the Superintendent that the requirements of Government Code section 65995.7 as outlined above have been met.

Section 7. Fee Limitations. The fees established herewith shall be subject to the following:

(a) The District's Level II Fee shall be effective for a period of one (1) year following the effective date of this Resolution as set forth below and shall be reviewed annually to determine if such fee is to be re-established or revised.

(b) The Level II Fee established hereby shall not apply during the term of any contract entered into between a subdivider or builder and the District, or any applicable city or county on or before January 1, 1987, that requires the payment of a fee, charge or dedication for the construction of school facilities as a condition to the approval of residential development.

(c) The Level II Fee established hereby shall not apply during the term of any contract entered into between a person and the District or any applicable city or the county, after January 1, 1987 but before November 4, 1998 that requires payment of a fee, charge, or dedication for school facilities mitigation.

(d) The Level II Fee established hereby shall not apply to any construction that is not subject to a contract such as described above, but that is carried out on real property for which residential development was made subject to a condition relating to school facilities imposed by a state or local agency in connection with a legislative act approving or authorizing such residential development after January 1, 2000, such construction shall be subject to the Level II Fee or the Level III Fee as applicable.

Section 8. Additional Mitigation Methods. The policies set forth in this Resolution are not exclusive, and the Board reserves the authority to undertake other or additional methods to finance school facilities including but not limited to the Mello-Roos Community Facilities Act of 1982 (Government Code §§53311, et seq.) and such other funding mechanisms as are authorized by Government Code Section 65996. This Board reserves the authority to substitute the dedication of land

or other property or other form of mitigation requirement in lieu of the fees levied by way of this Resolution at its discretion, so long as the reasonable value of land to be dedicated does not exceed the maximum fee amounts contained herein or modified pursuant hereto.

Section 9. Implementation. For construction projects within the District, the Superintendent, or the Superintendent's designee, is authorized to issue Certificates of Compliance upon the payment of any fee levied under the authority of this Resolution.

Section 10. California Environmental Quality Act. The Board hereby finds that, in accordance with Government Code Section 65995.6(g), the fees established pursuant to this Resolution are exempt from the provisions of the California Environmental Quality Act (CEQA), and hereby directs District staff to file a Notice of Exemption with the Office of the San Diego County Clerk.

Section 11. Effective Date. The Board orders that the fees established hereby shall take effect immediately after adoption of this Resolution and shall be in effect for one (1) year.

Section 12. Notification of Local Agencies. The Secretary of the Board or District staff designee is hereby directed to forward certified copies of this Resolution, accompanied by all relevant supporting documentation including the SFNA, and a map of the boundary area of the District subject to the Level II Fee, to all appropriate land use jurisdictions issuing building permits within the District, informing each of them of the District's current school facilities fee for development projects.

Section 13. Severability. If any portion of this Resolution is found by a Court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares its intent to adopt this Resolution irrespective of the fact that one or more of its provisions may be declared invalid subsequent hereto.

**APPROVED, PASSED and ADOPTED** by the Governing Board of the San Ysidro School District this 8th day of June, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Rosaleah Pallasigue  
President of the Governing Board  
San Ysidro School District

ATTEST:

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Julio Fonseca, Ed.D., Superintendent  
Secretary of the Governing Board  
San Ysidro School District

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** RESOLUTION NO. 16/17-3201

**BACKGROUND INFORMATION:**

The District is now proceeding with the modernization, improvement and upgrade of its La Mirada and Sr.ythe Elementary School facilities (collectively, the "Priority School Improvement Projects"). The District currently has approximately \$5.7 million of State matching grant eligibility (collectively, the "Eligible State Grants") for its Priority School Improvement Projects. With the voter approval of Proposition 51 at the November 2016 election ("2016 State School Bond Measure"), the District will need to provide its local matching funds to receive the Eligible State Grants for the Priority School Improvement Projects.

The District and its School Funding Team are in the development phase of an *interim school facilities bridge funding program* ("2017 School Facilities Bridge Funding Program") to provide the additional funding needed to complete the Priority School Improvement Projects and to obtain the future matching Eligible State Grants. The 2017 School Facilities Bridge Funding Program is planned to be funded by the issuance of fixed-rate certificates of participation ("2017 Bridge Funding Certificates") with an overall repayment period approximating 30-years.

The School Funding Team anticipates completing the development phase of the District's 2017 School Facilities Bridge Funding Program by the end of May. With the completion of the development phase, the District will then be positioned to issue the 2017 Bridge Funding Certificates and complete the implementation of the 2017 School Facilities Bridge Funding Program. The District and its School Funding Team have targeted the first week of August for the completion of the implementation of the 2017 School Facilities Bridge Funding Program and the commencement of the planned modernization, improvement and upgrade of both the La Mirada and Smythe Elementary School projects.

*(Draft documents are under separate cover.)*

**RECOMMENDATION:**

Approve and Adopt Resolution No. 16/17-3201 authorizing the execution and delivery of the San Ysidro School District 2017 Certificates of Participation (School Facilities Bridge Funding Program) in an aggregate principal amount of not to exceed \$14,000,000.00, authorizing the distribution of an official statement in connection therewith, and authorizing the execution of various documents and related actions.

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed:   JASW  

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

Yes     No                                       Yes     No

Requisition #

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:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT**

**RESOLUTION NO. 16/17-3201**

RESOLUTION OF THE GOVERNING BOARD OF THE SAN YSIDRO SCHOOL DISTRICT AUTHORIZING THE EXECUTION AND DELIVERY OF THE SAN YSIDRO SCHOOL DISTRICT 2017 CERTIFICATES OF PARTICIPATION (SCHOOL FACILITIES BRIDGE FUNDING PROGRAM) IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$14,000,000, AUTHORIZING THE DISTRIBUTION OF AN OFFICIAL STATEMENT IN CONNECTION THEREWITH, AND AUTHORIZING THE EXECUTION OF VARIOUS DOCUMENTS AND RELATED ACTIONS

WHEREAS, the San Ysidro School District (the "District") is a school district duly organized and existing under and pursuant to the Constitution and laws of the State of California (the "State");

WHEREAS, to finance the costs of acquiring, constructing, installing and equipping certain improvements to the school sites and facilities owned by the District (the "Project"), the District now desires to authorize the execution and delivery of the San Ysidro School District 2017 Certificates of Participation (School Facilities Bridge Funding Program) (the "Certificates") pursuant to a Trust Agreement (the "Trust Agreement"), by and among the District, the San Ysidro Schools Public Financing Corporation or such other entity as shall be selected by the District to serve as lessor (the "Corporation") and U.S. Bank National Association (the "Trustee");

WHEREAS, the District will lease certain real property and the improvements thereon (the "Property") to the Corporation pursuant to the Site Lease (the "Site Lease") to be entered into by and between the District and the Corporation, and will sublease the Property back from the Corporation pursuant to the Lease Agreement to be entered into by and between the District and the Corporation (the "Lease Agreement");

WHEREAS, all rights to receive such lease payments will be assigned without recourse by the Corporation to the Trustee pursuant to an Assignment Agreement to be entered into by such parties;

WHEREAS, in consideration of such assignment and the execution of the Trust Agreement, the Trustee will execute and deliver the Certificates, each evidencing a direct, fractional undivided interest in the lease payments to be paid under the Lease Agreement;

WHEREAS, a form of the Certificate Purchase Agreement by and between the District and RBC Capital Markets, LLC (the "Purchase Agreement") relating to the Certificates has been prepared;

WHEREAS, Rule 15c2-12 promulgated under the Securities Exchange Act of 1934 ("Rule 15c2-12") requires that, in order to be able to sell the Certificates, the Underwriter thereof must have reasonably determined that the District has undertaken, in a written agreement or contract for the benefit of the holders of the Certificates, to provide disclosure of certain financial information and certain material events on an ongoing basis;

WHEREAS, in order to comply with Rule 15c2-12, the District proposes to enter into a Continuing Disclosure Certificate (the "Continuing Disclosure Certificate");

WHEREAS, a form of the Preliminary Official Statement (the "Preliminary Official Statement") to be distributed in connection with the public offering of the Certificates has been prepared;

WHEREAS, the Governing Board of the District (the "Board") has been presented with the form of each document referred to herein relating to the actions contemplated hereby, and the Board has examined and approved each document and desires to authorize and direct the execution of such documents and the consummation of such actions;

WHEREAS, pursuant to Section 17150.1(a) of the Education Code of the State (the "Education Code"), the District provided notice to San Diego County Superintendent of Schools and the San Diego County Auditor/Controller of its plan to authorize certificates of participation and its ability to repay the obligations,

WHEREAS, all acts, conditions and things required by the Constitution and laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the actions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the District is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such actions for the purpose, in the manner and upon the terms herein provided;

NOW, THEREFORE, this Board hereby ORDERS, RESOLVES, and DETERMINES, as follows:

SECTION 1. Recitals. All of the recitals herein contained are true and correct and the Board so finds.

SECTION 2. Approval of Site Lease. The form of the Site Lease, on file with the Secretary of the Board, is hereby approved, and each of the President of the Board, and such other members of the Board as the President may designate, the Superintendent of the District, the Deputy Superintendent of the District and such other officers or employees of the District as the Superintendent or the Deputy Superintendent may designate (collectively, the "Authorized Officers"), acting alone, is hereby authorized and directed, for and in the name and on behalf of the District, to execute and deliver the Site Lease in substantially said form, with such changes therein as the Authorized Officer executing the same may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

SECTION 3. Approval of Lease Agreement. The form of the Lease Agreement, on file with the Secretary of the Board, is hereby approved, and each of the Authorized Officers, acting alone, is hereby authorized and directed, for and in the name and on behalf of the District, to execute and deliver the Lease Agreement in substantially said form, with such changes therein as the Authorized Officer executing the same may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof; provided, however, that the aggregate amount of the principal components of the lease

payments payable under the Lease Agreement shall not exceed \$14,000,000, the term of the Lease Agreement shall not exceed 30 years (provided that such term may be extended as provided therein) and the rate applicable to the interest components of the lease payments payable under the Lease Agreement shall not exceed 8% per annum. The Property to be leased under the Site Lease and the Lease Agreement shall consist of the school site and facilities described in the Lease Agreement on file with the Secretary of the Board and/or such other or additional school sites and facilities of the District as are selected by the Superintendent or the Deputy Superintendent and are determined by such official to have an annual fair rental value at least equal to the annual lease payments to be made under the Lease Agreement. The Board hereby determines that the lease payments due under the Lease Agreement in each fiscal year are reasonable and will not exceed the fair rental value of the Property to the District in each fiscal year and that each individual lease payment will be accompanied by consideration received by the District corresponding to that payment.

SECTION 4. Approval of Trust Agreement. The form of Trust Agreement, on file with the Secretary of the Board, is hereby approved, and each of the Authorized Officers, acting alone, is hereby authorized and directed, for and in the name and on behalf of the District, to execute and deliver the Trust Agreement in substantially said form, with such changes therein as the Authorized Officer executing the same may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

SECTION 5. Bond Insurance. Each of the Authorized Officers, acting alone, is hereby authorized (a) to solicit bids on a municipal bond insurance policy insuring the payment of principal of and interest on the Certificates and a reserve fund surety policy to fund all or part of the reserve fund for the Certificates, (b) to negotiate the terms of such policies, (c) to finalize the form of such policies with a municipal bond insurer (the "Insurer"), and (d) to pay the insurance premium of such policies from the proceeds of the sale of the Certificates.

SECTION 6. Approval of Execution and Delivery of Certificates of Participation. The execution and delivery of the Certificates evidencing principal in an aggregate amount not to exceed \$14,000,000, payable in the years and in the amounts, and evidencing interest as specified in the Trust Agreement as finally executed, are hereby authorized and approved.

SECTION 7. Approval of Certificate Purchase Agreement. The form of the Purchase Agreement, by and between the District and RBC Capital Markets, LLC, is hereby approved and each of the Authorized Officers, acting alone, is hereby authorized and directed to approve, execute and deliver such Purchase Agreement, substantially in the form on file with the Secretary of the Board, with such changes therein as the Authorized Officer executing the same may require or approve, with such approval to be conclusively evidenced by the execution and delivery thereof; provided, however, that the Underwriter's discount, excluding original issue discount or premium on the Certificates, shall not exceed 1.0% of the aggregate of principal amount of Certificates. Each Authorized Officer is further authorized to determine the principal amount of the Certificates to be sold pursuant to the Purchase Agreement, up to \$14,000,000.

SECTION 8. Approval of Continuing Disclosure Certificate. The form of Continuing Disclosure Certificate, on file with the Secretary of the Board, is hereby approved, and each

of the Authorized Officers, acting alone, is hereby authorized and directed, for and in the name and on behalf of the District, to execute and deliver the Continuing Disclosure Certificate in substantially said form, with such changes therein as the Authorized Officer executing the same may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

SECTION 9. Approval of Preliminary Official Statement. The form of Preliminary Official Statement, on file with the Secretary of the Board, with such changes therein as may be approved by an Authorized Officer, is hereby approved, and the use of the Preliminary Official Statement in connection with the offering and sale of the Certificates is hereby authorized and approved. Each of the Authorized Officers, acting alone, is hereby authorized to certify on behalf of the District that the Preliminary Official Statement is deemed final as of its date, within the meaning of Rule 15c2-12 (except for the omission of certain final pricing, rating and related information as permitted by Rule 15c2-12).

SECTION 10. Approval of Official Statement. The preparation and delivery of an Official Statement, and its use by the Underwriter in connection with the offering and sale of the Certificates, is hereby authorized and approved. The Official Statement shall be in substantially the form of the Preliminary Official Statement with such changes, insertions and omissions as may be approved by an Authorized Officer, such approval to be conclusively evidenced by the delivery thereof to the Underwriter. The Authorized Officers are each hereby authorized and directed, for and in the name of and on behalf of the District, to execute the final Official Statement and any amendment or supplement thereto and thereupon to cause the final Official Statement and any such amendment or supplement to be delivered to the Underwriter.

SECTION 11. Pledge of Special Taxes. The Board hereby directs the Authorized Officers to enter into any agreements or take any action as may be necessary to cause the Certificates to be secured by special taxes levied and collected within Community Facilities District No. 1 of San Ysidro School District, Community Facilities District No. 2 of San Ysidro School District and Community Facilities District No. 3 of San Ysidro School District so as to provide an alternate source of payment for the Certificates than District operating revenues.

SECTION 12. Designation of Finance Team. The Board hereby confirms the designation of California Financial Services, Inc., as Financial Advisor and the law firm of Dannis Woliver Kelley, Long Beach, California, as Special Counsel and Disclosure Counsel to the District in connection with the execution and delivery of the Certificates in accordance with the professional services agreements previously entered into with such members of the finance team.

SECTION 13. Official Action. Each of the Authorized Officers, acting alone, is hereby authorized and directed to do any and all things which they may deem necessary or advisable in order to consummate the transactions herein authorized and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution.

SECTION 14. Prior Actions. All actions heretofore taken by the officers, employees and agents of the District with respect to the transactions set forth above are hereby approved, confirmed and ratified.

SECTION 15. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the Governing Board of the San Ysidro School District of San Diego County, California, this 8th day of June, 2017 by the following vote:

AYES:           Members  
NOES:           Members  
ABSTAIN:       Members  
ABSENT:        Members

STATE OF CALIFORNIA     )  
  )ss  
COUNTY OF SAN DIEGO    )

I, Julio Fonseca, Secretary to the Governing Board of the San Ysidro School District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Governing Board at a regular meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the Office of said Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary of the Governing Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** DESIGNATION OF DIRECTORS TO THE SAN YSIDRO SCHOOLS  
PUBLIC FINANCING CORPORATION

**BACKGROUND INFORMATION:**

The bylaws of the San Ysidro Schools Public Financing Corporation provide that Directors of the Corporation shall be designated by the Governing Board of the District.

As of December 2016, new members have been elected and sworn in to serve in the District's Governing Board. These new members may now be designated as Directors to the Corporation.

**RECOMMENDATION:**

Designate Governing Board member Irene Lopez to the San Ysidro Schools Public Financing Corporation.

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Renewal     New     Amendment     Ratify     Other

Business Services Reviewed:   JCF  

Financial Implications?

Are funds for this item available in the 2016-2017 Budget?

Requisition #

Yes     No

Yes     No

N/A  
(Amount)

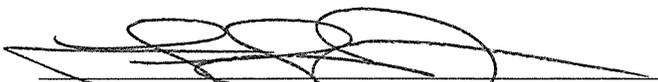
N/A  
(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** May 30, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** 2017-18 AFTER SCHOOL EDUCATION & SAFETY (ASES) SERVICES –  
PROVIDER SELECTION

**BACKGROUND INFORMATION:**

The San Ysidro School District has requested proposals from qualified and interested parties that would like to provide ASES services to the District during school year 2017-18. A public notice was placed in the San Diego Union-Tribune and posted on the District's website from May 17<sup>th</sup> to May 26<sup>th</sup> requesting interested parties to submit a Scope of Work that their organization provides. The deadline for submittal was June 1, 2017 at 3:00 p.m. and was extended to June 5, 2017.

Five qualified organizations submitted proposals.

- *arc*
- South Bay Community Services
- Sylvan
- Nexplore
- YMCA Border View Family

Administration wishes to retain the services of YMCA of San Diego County (Border View Family YMCA) due to its many years of experience serving various communities in the South Bay area and its proven record of outstanding academics with the San Ysidro community. The YMCA is currently the provider for the 2017 Extended Year Summer Program which would provide a smooth transition from the summer program to the 2017-18 ASES Program.

**RECOMMENDATION:**

Approve the YMCA of San Diego County (Border View Family YMCA) as the provider of the 2017-18 After School Education & Safety (ASES) Program.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed:   JSM  

Financial Implications?

Are funds for this item available in the 2017-18 Budget?

Requisition #

Yes     No

Yes     No

TBD  
(Amount)

ASES FUND  
(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

# ADVERTISEMENT

## SAN YSIDRO SCHOOL DISTRICT

### REQUEST FOR PROPOSALS NOTICE

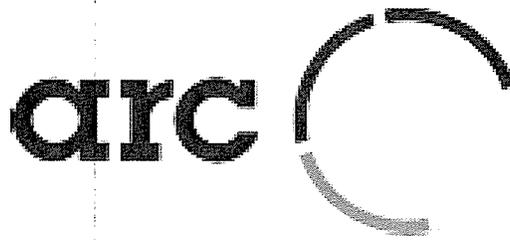
AFTER SCHOOL EDUCATION & SAFETY (ASES) SERVICES

FOR 2017-18

NOTICE IS HEREBY GIVEN that San Ysidro School District, (SYSD) is inviting any and all qualified organizations interested in providing ASES services to SYSD in 2017-18 fiscal year.

Interested parties must send a one (1) page Scope of Work that your organization provides and **email** by no later than June 1<sup>st</sup>, 2017 at 3:00 p.m. to Jose Arturo Sanchez-Macias, Deputy Superintendent at [arturo.macias@sysd.k12.ca.us](mailto:arturo.macias@sysd.k12.ca.us). Proposals received after the designated time and specified date will not be considered.

Any questions, please contact the Business Services office at (619) 428-4476 ext. 3003 or by email at [pcao@sysd.k12.ca.us](mailto:pcao@sysd.k12.ca.us).



June 1 2017

Dear Deputy Superintendent Jose Arturo Sanchez-Macias,

**RE: Proposed SCOPE OF WORK for After School Education and Safety (ASES) Programs**

Thank you for the opportunity to propose **arc** as an ASES provider for San Ysidro School District. **arc** is a local CBO that has been recognized at the SD, state, and national levels for our exceptional service, extensive enrichment catalog, and the positive change we affect in partner schools. We have created long-term partnerships with schools and secured significant private investments to ensure a high level of quality, and to contribute to the mandatory local match for district-administered After School Education and Safety Programs.

**arc** provides an immense variety of tutoring, intervention, recreation, character development and enrichment activities *that improve academic performance*, build confidence, sharpen communication and interpersonal skills, and contribute to a sense of belonging. We are committed to involving parents, faculty, and the community in the development of a *customized* program. In the case of SYSD, **arc** can provide a variety of student supports, enrichment and experiential education through a highly trained, diverse, staff with a passion for Expanded Learning time and personal knowledge of the San Ysidro community.

We currently serve 90 schools in San Diego and Los Angeles as their comprehensive after school provider. Each site is designed to meet the unique needs of the individual school and student body. But, what is consistent across all 90 partner schools is;

- A highly trained staff prepared to teach and nurture based on intense training around the five **Learning In After School and Summer (LIAS) Principles** and other trainings provided by our Professional Development program, **arcU**.
- A present **Executive Team and Leadership Team** ready to engage whenever, wherever and as often as needed. We are 100% committed to *continuous improvement*, our 3<sup>rd</sup> company value...the 1<sup>st</sup> is "Kids Come First" and 2<sup>nd</sup> is "Our Team Is Our Greatest Asset".
- A focus on **data driven decision making and communications**. We survey parents, teachers, admin., and students throughout the year and provide "report cards" on how we are doing. We self-assess monthly using the QSAT and share the results. Our Site Coordinator meets with admin., weekly (if not more often) to ensure alignment. We provide a monthly newsletter to stakeholders and engage parents in decision making.
- A huge range of **classes, clubs and curriculum** that blend academic skill building with hands-on learning and creative games that make learning fun. Examples include: Mathletes, Biomimicry, Dino Hunters, Top Chef, Story Circle, Rocketeers, Spanish Splash, Animal Encounters, Manga Mania, Robotics, Skateboarding, Mindful Monkeys Yoga, Art of Rhetoric and Rhyme, Art's Masters, Kids and Clay, Edible Art, and Reader's Theatre.
- Through economies of scale and a vast number of community partnerships, we provide **the highest quality programs at low cost**. As members of CA3, CALSAC, LIAS Advisory, etc., we know the Ed. Code and FPM best practices allowing us to keep our indirect costs low and ensuring funds go to robust, educational, unique and enriching student programs.

4560 Alvarado Canyon Rd. Suite 1h, San Diego, CA 92120  
[www.arc-experience.com](http://www.arc-experience.com)

GIVE YOUR CHILD THE

# After SCHOOL

EXPERIENCE



We know the ASES grant and how to grow it.

We know this community and how to serve it.



- 15 years of experience serving students
- Over 80 partner schools, 20+ in San Diego
- Leadership and staff from the community
- Highly trained to serve ELL and special needs
- Programs are offered 100% free for students

Huge range of enrichment:

- READER'S THEATER
- LEGO ENGINEERING
- COMIC BOOK CREATION
- EDIBLE ART
- MATHLETES
- FUTSAL STARS
- AND MANY MORE!

## 15 YEARS OF EXPERIENCE

**arc** is an award-winning after school provider with 15 years of experience providing top quality after school, before school, enrichment, and experiential education programs. We currently partner with San Diego Unified, San Diego County Office of Education, Oceanside Unified, Los Angeles Unified, Alvord School District, and dozens of charter and private schools to design and implement grant-funded after school and student leadership programs.

## SOLID FOUNDATIONS

**arc** was founded by two people. Brad Lupien is a former special education teacher, a licensed social worker, and certified wilderness guide. Gary Lipsky is an accomplished businessman with a passion for youth advocacy. This partnership ensures 100% grant compliance and funding balanced with lessons that are fun and engaging, curriculum that increases literacy and numeracy skills, and structure that ensures safety. We do not have a “one-size-fits all” model for our after school programs. Once selected by a district or school as their provider, we work closely with teachers, principals, and parents to design a program that meets the unique needs of the school and its families.

## CONSISTENCY IS KEY

At the same time, all **arc** programs do have consistent themes. First: safety is #1. Staff are easily identified with badges and **arc** shirts and have robust systems in place to sign students in and out. It is our responsibility to know where 100% of the students are 100% of the time. Second, we have the best trained Site Coordinators (SCs) and Program Leaders (PLs) around and we always maintain the 20:1 ratio required by the ASES grant.

**ARC After School &  
Experiential Education**

**(858) 737-4383 x 101**  
**arc-experience.com**

## WELL-ROUNDED STUDENTS

Academic success for our students is key. Our teachers ensure that homework gets completed accurately and our “Academic Enrichment Hour” increase students reading, writing, math, and STEM skills. Our Language in Action Program (LAP) was designed to help English language Learners excel and we are highly trained in working with students with Individual Education Plans (IEPs). To balance our rigorous academic support, we have Club Time that keeps kids excited about coming. We have over 100 “clubs” that we rotate through our schools. Clubs meet 1-2 times per week for 4-6 weeks. Each is active, collaborative, meaningful, and culminates with a student showcase or project that demonstrates mastery and expands students’ horizons. Clubs range from Martial Arts and Mask Making to Animation and Acting. Other family favorites include; Top Chef, Samba, Dino Hunters, Music Production, FIFA Madness, Chess, Guitar, History Alive, Videography, STEP, quilting, and a huge range of others.

## MEETING COMMUNITY NEEDS

In our experience, open lines of communication and consistent dialogue with teachers, administrators, families, and community members are key to meeting the unique needs of each neighborhood we serve. We survey all stakeholders twice a year and provide site specific annual report cards. In addition to monthly newsletters, we create action plans with our school partners to ensure alignment with school day efforts. Site Coordinators host quarterly parent events to showcase student work and create space for discussions on how we can improve. The children, the parents, the teachers, and the school leadership are all clients we are honored to serve.

## RECORD OF SUCCESS

The mission, method, and process above is why we won the CA Afterschool Network (CAN) Collaboration and Innovation Award, the CALSAC Youth Advocacy Award and were included in the US Dept. of Education’s best practices resource guide. The relationships we build with our families and partner schools and our phenomenal staff is why we have been asked into cities and neighborhood across the state. Thank you for your consideration.

# SAMPLE DAILY PROGRAM SCHEDULE

- 2:30PM**  **CHECK IN**  
All students are required to sign in and out per FPM requirements. arc staff are currently trained on CitySpan and CAYEN for attendance tracking. We store sign in files for as long as contractually required.
- -
- 2:40PM**  **SNACK**  
After students have signed in and stored their personal belongings, we provide a healthy snack.
- 
- 3:00PM**  **ACADEMIC ENRICHMENT**  
Students are grouped based on age and academic need for activities designed to increase core math and literacy skills. Sample activities include; Reading Circle, Creative Writing, Spelling Bee, Math Speed Ball, and Mathletes. All lessons are based in Common Core standards and developed by Master's level educators.
- - 
  -
- 3:50PM**  **ROUND UP**  
Grade level groups convene to make announcements, do special events, and celebrate individual student accomplishments.
- 
- 4:00PM**  **CLUB TIME**  
Clubs happen 1-2 days/week for 4-6 weeks. Sample enrichment clubs include; "Through the Lens" (photography), "Craftin' Around" (visual arts), "arc's Kitchen" (cooking), "ZooScience" (biology/zoology), "Check Mates" (chess), "Sharpshooters Basketball," "Club Couture" (fashion design), and "Funsters" (team building games).
- - 
  -
- 4:45PM**  **HOMEWORK**  
We begin with "10 Minutes to Success," an independent, quiet, study session. Students are then provided 1:1 coaching and small group instruction to complete homework.
- - 
  - 
  -
- 5:45PM**  **CLEAN UP/SIGN OUT**  
As parents arrive, they are given reports on student successes by program staff. Some programs stay open until 6:30pm to meet CDE Ed Code time requirements.

At the forefront of South Bay Community Services' strengths is our ability to create innovative programming that meets the ever-changing complex needs of our community's children and their families. SBCS' wealth of experience providing After School Programming, understanding of the needs of the South Region families and commitment to Community Youth Development through our vast continuum of integrated services, make us an ideal candidate to run the San Ysidro ASES Program. The program operates from school dismissal time until 6:00 pm daily. Our program is designed to be inclusive of all students attending the regular school day program including students with academic deficits, English language learners, socio-economically disadvantaged students and students with disabilities. The program is divided into three integrated components:

1. Homework/Tutoring Support:

Students receive academic support through tutoring and assistance with completing homework. Staff assist with providing guidance and checking assignments for accuracy. Books and other reading materials are made available for students who complete their homework.

2. Enrichment Activities and STEM

Afterschool activities focus on making connections to the regular school day introducing students to new ideas, developing student's talents and interests and encouraging exploration and learning in new and creative ways. All activities are based on students' needs and interests. Activities include robotics, maker's space, rock band, arts and crafts, leadership clubs, community service learning, career exploration, college tours.

3. Recreation/Physical Activities:

Recreation and physical activity provides students with health benefits while also allowing an opportunity to learn while actively having fun, discovering themselves and building social skills. We offer basketball, football, softball, soccer, dance and cheer. We partner with Outdoor Outreach to provide students with a larger variety of recreation such as surfing, paddle boarding, sailing, rock climbing, mountain biking and camping.

Students and parents are surveyed annually to identify any gaps in service delivery and to provide feedback on program quality as well as identification of new activity recommendations.

Alignment with the regular school day is evidenced across our program by 1) reinforcing similar school day guidelines and classroom management strategies, 2) sharing classrooms and other school space, 3) continuous program and systems evaluation for compatibility, 4) tracking attendance, 5) sharing of resources

### **Staffing**

SBCS ASES staff are recruited through local colleges and Universities as well as web based job search sites. Staffing consists of Youth Leaders who work directly with the youth in a 20 students to 1 staff ratio and a Site Supervisor who oversees the day to day programming at the site working in conjunction with the School District Coordinator. All hired staff must meet one of the following minimum requirements 1) AA degree, 2) completion of 48 college credit units, or 3) proficiency of the School District Instructional Aide exam. We retain many dedicated employees who have worked with our sites for multiple years many of which are entering into the education field. Professional development is provided on a regular basis to include; trauma informed care, child abuse reporting, crisis intervention, CPR and first aid, and classroom management

### **Recruitment Strategies**

We advertise during school lunchtime activities, school newsletters, posters and flyers.



Afterschool Education & Safety Services (ASES)

**Submitted to:**

San Ysidro School District

Jose Arturo Sanchez-Macias, Deputy Superintendent

[arturo.macias@sysd.k12.ca.us](mailto:arturo.macias@sysd.k12.ca.us)

**Submitted by:**

Candice DeVane

Owner, Proverbs Wisdom Inc.

*dba* Sylvan Learning Center

891 Showroom Place, #103

Chula Vista, CA 91914

[candice.devane@sylvanlearning.com](mailto:candice.devane@sylvanlearning.com)

619.387.7057

Sylvan Learning is pleased to present this proposal in response to the request for 2017-18 Afterschool Education & Safety Service (ASES) options for the San Ysidro School District. Sylvan Learning is the leading provider of educational services in the nation with a proven record built over three decades of helping students achieve their full potential. Sylvan specializes in providing personalized learning for students of all ages that allows for success in and beyond the school day. Our learning programs include academic and enrichment programs that show results through each students increased performance, confidence, engagement, and improved self-esteem. Sylvan is proposing the following program options for ASES:

**Ace it!** is an engaging, effective and efficient reading and math intervention program with rigorous curricula designed specifically to address the needs of all children, but especially low-income and under-performing students. This academic intervention program, developed in collaboration with Harcourt Achieve, Inc. enables systematic, intensive and explicit instruction based on the critical components of effective programs as defined in the most current research and best practices. Ace it! was created for specific application in the school setting for grades K-8 and offers a reading and math program developed for delivery in small groups.

**Coding** is a fundamental part of our daily life: it is the basis for the internet and other technology interwoven with our modern world. Students who become literate in the 'language' of computer science will have skills that empower them to succeed in all types of STEM classes and careers. Every course has a distinct objective and outcomes. Students learn how to create characters, animations, sounds and special effects using our intuitive, kid-friendly Tynker™ technology. Students develop mini-stories and build the skills to design a final video game that he or she can play with friends. Our coding courses are designed to build important skills that are the foundation for programming like storytelling, project planning, modeling, computational thinking, algorithmic and design thinking abilities and pattern recognition and even some physics!

### **Robotics**

Robotics incorporates mathematics and other STEM skills as students work in teams to build and program robots made using LEGO® blocks. Students experiment with LEGO® Education's award-winning WeDo™ software, work cooperatively, learn to troubleshoot and solve problems, and develop critical thinking skills needed in the 21<sup>st</sup>-century classroom and workplace. In each Robotics class each student and a buddy work together to plan and build a new robot using LEGO® bricks, letting their creativity and imaginations loose. Along the way, they learn science and engineering concepts, such as how pulleys, levers and motors work. As the robots take shape, they discover how to apply computer programming concepts and find new ways to get their "bot" moving.

**Engineering** is a natural platform for the integration of science, technology, engineering and mathematics (STEM) content and is a vehicle to integrate math and science fundamentals through open-ended, hands-on discovery. As a first opportunity to introduce young students to engineering concepts, Sylvan engineering courses focus on designing and building models using highly appealing LEGO® and K'NEX building sets. Hands-on learning and construction help students learn the basic principles behind physical science and simple machines, including gears, wheels, axles, levers and pulleys, and give students opportunities to practice reasoning, prediction and critical thinking skills.

## Scope of Work

### NEXPLORE Art

**Nexplore Art** is an interactive art program that explores fundamental art concepts such as color mixing, drawing, shading, texture and more. Throughout the course, students will make fun, creative, and age-appropriate projects using different media such as acrylic paint, water color, charcoal and oil pastels. Hands-on activities allow students to develop a joy in learning art, enhance their creativity, and build upon their own strengths and interests.

### NEXPLORE Science

**Nexplore Science** is a program built upon inquiry, experimentation and play! Students will dive deep into various scientific concepts such as electricity, inventions, sound, energy, physics, light, nature, earth sciences and more! Each class teaches fundamental scientific ideas to children through hands-on play and activities. Every student will receive their very own ScienceWiz™ kit to explore throughout the course. Students will experiment, investigate, and build understanding from dynamic weekly activities.

### ZUMBA kids

**Zumba® Kids** is a fun, high-energy fitness class packed with specially choreographed routines and games for children using the latest music and rhythms like hip-hop, reggaeton, cumbia, and salsa. Zumba® Kids classes inspire kids to express themselves through movement and play while effectively improving overall health and well-being. Educators love Zumba because of the effects it has on children: increasing focus, building self-confidence, enhancing creativity and coordination, boosting metabolism and implementing teamwork skills. Each class is headed by a trained and licensed Zumba® Kids fitness instructor. Classes not only include music and dance, but arts, crafts, and cultural education, as well. It is a fun way for kids to keep healthy and motivated!

### NEXPLORE Capoeira

**Nexplore Capoeira** is an Afro-Brazilian martial art that combines elements of combat, acrobatics, music, dance, and rituals in a very elegant and dynamic way. During a Capoeira session, students will learn martial arts techniques, discover acrobatics, play musical instruments, and explore cultures. Capoeira improves coordination, builds flexibility, enhances concentration, boosts self-confidence, and promotes an active lifestyle. This unique technique and educational approach to fitness makes Capoeira a martial art like no other!

### NEXPLORE Games

**Nexplore Games** is an innovative program that uses an internationally-acclaimed selection of strategy and mind games to enhance 21st century life skills. It teaches students how to think, rather than what to think. Nexplore Games is the bridge that connects the world of games to the real world. During the course, students reflect and learn meta-cognitive models, which are then applied to all walks of life and scholastic achievements. The Nexplore Game Method is simple, yet powerful.

### NEXPLORE Finance

**Nexplore Finance** takes a hands-on and fun approach to understanding money in the real world. Interactive and age-appropriate coursework empowers PreK-8th grade students to take positive financial action in their lives, thus, improving emotional wellbeing and overall health. The lessons are engaging, making financial literacy enjoyable and applicable for students of all ages!

All courses are available as afterschool classes, summer programs, or in-house field trips.

## **BORDER VIEW FAMILY YMCA**

San Ysidro School District

RFP | ASES Services for 2017-18

May 31, 2017

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The Border View Family YMCA is highly interested in continuing a rekindled partnership with the San Ysidro School District, this time to operate the ASES program for the 2017-2018 school year. Similar to the district, the Y is deeply rooted and invested in the San Ysidro community and has been for over 30 years. For an optimal partnership, it is important that the district and Y uphold an aligned vision to ensure the students, families, principals, teachers, and district personnel are provided high quality programming and service excellence.

In an effort to gain a better understanding of the district's expectations of an ideal before and after school provider, we'd like to further explore this opportunity in person with district leadership. The intent of meeting face-to-face with district personnel, is to further discuss the expected requirements of the contract, which include but are not limited to, scope of service (enrollment and attendance procedures, staffing requirements, safety, hours of operation, program content, etc.), period of performance (program days – regular and supplemental, school sites, anticipated number of students at each site, etc.), and budget and expenditures (funding terms and conditions, award amounts associated with each site, appropriations, method of payment, etc.).

Our goal is to ensure the Y is the best fit to operate a yearlong program on behalf of and collaboration with the district. By coming together, this helps the Y determine the viability of potentially operating the SYSD ASES program in the fall. In addition, it allows us to learn more about the long term vision the district possesses for ASES programming.

The Y wants and needs the full support of the district to ensure both agencies are successful with the roll out of a new, yet very familiar, provider. Our organization aspires to minimize any further disruption to the children and families of the San Ysidro School District with a seamless transition and reintroduction to the Y. Our intent is to build a long-term relationship with the district that will foster a collaborative partnership for years to come.

We welcome a meeting in the very near future\* to further discuss how we will work together to ensure the children and families in our San Ysidro community are provided what they most deserve – a high quality before and after school program, complete with experienced, caring staff, operated by a local agency who is positioned in the district's own backyard.

\*As a reminder, the Executive Director is on vacation June 2-9. We look forward to scheduling a meeting for the week of June 12.



**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Educational Services  
Manuela Colom, Executive Director

**AGENDA ITEM:** ACCELERATED MATHEMATICS SUMMER PROGRAM

**BACKGROUND INFORMATION:**

The San Ysidro School District will offer an Accelerated Math Program for incoming 8<sup>th</sup> grade students during the summer of 2017. The focus of this program is to better prepare students for accelerated Math courses they will take in high school.

The summer program will be offered at San Ysidro Middle School and Ocean View Hills School from 8:30 am – 11:00 am starting from June 12 to July 14, 2017.

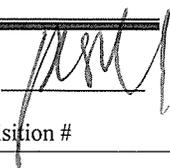
Teachers participating in the implementation of this program will be compensated at the rate of \$40.00 per hour, as indicated in the contract for student contact time.

**RECOMMENDATION:**

Approve the Accelerated Mathematics Summer Program to be held at Ocean View Hills and San Ysidro Middle Schools from June 12 – July 14, 2017 at an estimated cost of \$6,000.00 from the general fund for teacher compensation.

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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

(Amount)

(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

12A.1  
Page 1 of 1

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Human Resources  
Daniel Zummo, Executive Director

**AGENDA ITEM:** EXTENDED SCHOOL YEAR 2017 FOR SPECIAL EDUCATION

**BACKGROUND INFORMATION:**

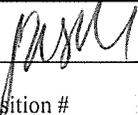
Extended School Year (ESY) services are individualized special education and/or related services (such as speech/language therapy or occupational therapy) that are uniquely designed to provide a Free Appropriate Public Education (FAPE) to students with disabilities (as mandated by IDEA). This program is offered to special education students per their Individualized Education Program (IEP). This year, ESY will be held at Sunset School from June 19, 2017 to July 14, 2017.

|                                       |                     |
|---------------------------------------|---------------------|
| Teachers                              | \$40.00 / hr        |
| LSH Specialist                        | Consultant          |
| Health Clerk                          | regular hourly rate |
| LVN                                   | regular hourly rate |
| Instructional Aides Special Education | regular hourly rate |
| Instructional Health Care Assistants  | regular hourly rate |
| Lead Child Nutrition Specialist       | regular hourly rate |
| Child Nutrition Specialists           | regular hourly rate |

**RECOMMENDATION:**

Approve the Extended School Year Program at Sunset School from June 19, 2017 to July 14, 2017.

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

Certificated - \$40.00/hr  
Classified - hourly rate  
(Amount)

Special Education  
(Name of funding source and/or location)

--  
(Funding account number)

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** SOUTHERN CALIFORNIA RELIEF REGIONAL LIABILITY EXCESS  
FUND JPA MEETING

**BACKGROUND INFORMATION:**

Southern California Relief Regional Liability Excess Fund (SCR) Joint Powers Authority (JPA) is a non-profit member-owned and operated JPA providing risk management services to public schools. SCR JPA is managed by Keenan & Associates for the District's property and liability coverage.

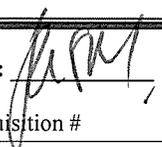
The SCR JPA will hold a Round Table meeting on June 16, 2017 in Ontario, CA. Administration recommends that the Risk Manager attend this meeting to keep abreast of important information and/or changes that may affect our District. The cost implications which include lodging, meals and mileage are estimated at \$300.00. The SCR JPA will reimburse the District for all expenses incurred for meetings.

**RECOMMENDATION:**

Approve the participation of Eugenia Martinez, Risk Manager, to the Southern California Relief Regional Liability Excess Fund JPA's Round Table meeting scheduled on June 16, 2017 in Ontario, CA at an estimated cost of \$300.00. All costs of attending this meeting will be reimbursed by Southern California Relief Regional Liability Excess Fund JPA.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

Are funds for this item available in the 2016-2017 Budget?

Requisition #

Yes     No

Yes     No

ESTIMATE  
\$300.00

Southern California Relief Regional  
Liability Excess Fund JPA

(Amount)

(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Educational Services  
Manuela Colom, Executive Director

**AGENDA ITEM:** SUMMER INSTITUTE FOR NEW AND ASPIRING PRINCIPALS

**BACKGROUND INFORMATION:**

The summer programs at the University of California Los Angeles (UCLA) provide opportunities for administrators to meet in a stimulating and supportive setting to examine crucial school reform topics applicable to their work. Each program is designed to provoke and ultimately foster a life commitment to the calling of teaching and learning. These events are designed to provide participants opportunities to focus their resolve for better practice and improve leadership skills. The programs offer practitioners invaluable days of study reflection and discourse with experts and school leaders who represent the best throughout the educational spectrum.

An outstanding faculty has been assembled for each program. Moreover, participants will represent diverse education settings from throughout the state and are practitioners who have much to share and much to gain. Formal and informal learning activities deepen exchange and learning around the leadership challenges confronting today's school leaders. These interactions will enable participants to extend their learning and their support network far beyond the boundaries of these programs

Cost implications include: Registration fees, housing, meals and parking.

**RECOMMENDATION:**

Approve the attendance and participation of Erika Meza, Catalina Jauregui, Marlo Vazquez and Consuelo Carranza to the Summer Institute for New and Aspiring Principals to be held at the University of California in Los Angeles from June 26-30, 2017 at an estimated cost of \$6,820.00 from the Title II fund.

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Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: \_\_\_\_\_

Financial Implications?

Are funds for this item available in the 2016-2017 Budget?

Requisition #

Yes     No

Yes     No

\$6,820.00

Title II Fund

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(Amount)

(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**12A.3  
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**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Educational Services  
Manuela Colom, Executive Director

**AGENDA ITEM:** PROFESSIONAL DEVELOPMENT FOR TEACHERS

**BACKGROUND INFORMATION:**

Educational Services Department will provide different Professional Development opportunities during the summer of 2017. These trainings are designed to better prepare our classroom teachers in different content areas and will be scheduled as follows:

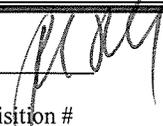
- Summer Institute – for teachers in grades K-8<sup>th</sup> with a focus on English Language Development – July 31 – August 4, 2017. (\$200.00 per teacher/session)
- Summer Institute for Dual Language teachers - Grades K – 6<sup>th</sup>, August, 7-9, 2017 (\$30/hour per teacher)
- Mathematics Revision Committee – One teacher from each grade level (K-6<sup>th</sup>) per school, July 31 – August 4, 2017. (\$30/hour per teacher)
- Kagan Workshop – 14 teachers from Sunset attending on July 26 and 27, 2017. (\$30/hour/teacher)
- Project Lead The Way trainings on different dates during the summer. (\$30/hour/teacher)

These trainings are optional and teachers will be compensated for their participation at the rates indicated above.

**RECOMMENDATION:**

Approve teachers to participate in different Professional Developments during the summer of 2017 from the Title II fund.

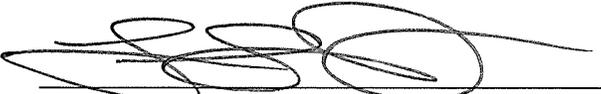
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|  |  |   |
|--|--|---|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Ratify <input type="checkbox"/> Other |  | Business Services Reviewed:  |
| Financial Implications?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   | Are funds for this item available in the 2017-2018 Budget?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No        | Requisition #<br><div style="border: 1px solid black; padding: 2px; text-align: center;">N/A</div>                |
| <div style="border: 1px solid black; padding: 5px; text-align: center;">TBD<br/>(Amount)</div>   | <div style="border: 1px solid black; padding: 5px; text-align: center;">Title II Fund<br/>(Name of funding source and/or location)</div> | <div style="border: 1px solid black; padding: 5px; text-align: center;">--<br/>(Funding account number)</div>     |

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

| NAME                    | SR DATE  | 2017-2018 Assignment |
|-------------------------|----------|----------------------|
| Crespo-Moreno, Judith   | 09/04/85 | La Mirada - TK       |
| Waltl, Melina           | 09/14/15 | La Mirada - K        |
| Kim, Earl               | 10/28/16 | La Mirada - K        |
| Coonrad, Robyn          | 11/01/16 | La Mirada - K        |
| Obando, Olga            | 08/26/98 | La Mirada - 1st      |
| Ambler, Ginny           | 09/14/15 | La Mirada - 1st      |
| VACANCY                 |          | La Mirada - 2nd      |
| De La Cruz, Rita        | 01/21/15 | La Mirada - 2nd      |
| Ednalino, Jenielle      | 12/12/08 | La Mirada - 3rd      |
| Quezada, Lourdes        | 09/22/00 | La Mirada - 3rd      |
| Dunn, Maura             | 09/09/87 | La Mirada - 4th      |
| Minea-Loomis, Lianne    | 10/06/95 | La Mirada - 4th      |
| Sarabia, Myra           | 09/05/90 | La Mirada - 5th      |
| Cronin, Erin            | 08/18/98 | La Mirada - 5th      |
| Perez, David            | 09/21/98 | La Mirada - 5th      |
| Hernandez, Carolina     | 08/25/97 | La Mirada - 6th      |
| Vallin, Lourdes         | 08/18/98 | La Mirada - 6th      |
| Delgadillo, Maria Elena | 09/21/98 | La Mirada - 6th      |
| Srisouraj, Jennifer     | 01/09/04 | La Mirada - M/M TK/K |
| VACANCY                 |          | La Mirada - M/M 1-2  |
| Montoya, Martha         | 07/22/15 | La Mirada - M/M 3-4  |
| Railey, Sophia          | 08/18/04 | La Mirada - M/M 5-6  |
| Gonzales, Steve         | 01/12/15 | La Mirada/OVHS - RSP |

| NAME                        | SR DATE  | 2017-2018 Assignment |
|-----------------------------|----------|----------------------|
| Arias, Desiree              | 10/21/98 | OVHS - TK            |
| Herrera, Georgina           | 11/18/93 | OVHS - K             |
| Wright, Whitney             | 08/25/97 | OVHS - K             |
| Cardoza, Ann                | 10/01/03 | OVHS - K             |
| Lima, Amy                   | 08/23/05 | OVHS - K             |
| Beltran-Santos, Yvonne      | 07/01/92 | OVHS - 1st           |
| Sanchez, Martha             | 08/26/96 | OVHS - 1st           |
| Aguilar, Elizabeth          | 08/24/99 | OVHS - 1st           |
| Vitug, Erica Fuerte         | 08/22/01 | OVHS - 1st           |
| Villanueva, Cecilia         | 10/01/92 | OVHS - 2nd           |
| Lepe, Susan                 | 08/25/97 | OVHS - 2nd           |
| De Leon, Katina             | 08/22/01 | OVHS - 2nd           |
| Franco-Lopez, Bertha        | 08/22/01 | OVHS - 2nd           |
| Gonzalez, Saul              | 08/31/93 | OVHS - 3rd           |
| Baltazar, Catalina          | 08/23/00 | OVHS - 3rd           |
| Lagarda, Eliud              | 08/23/00 | OVHS - 3rd           |
| Padilla, Daniel             | 11/13/01 | OVHS - 3rd           |
| Vazquez, Marta              | 08/21/02 | OVHS - 3rd           |
| Wallace, Carol              | 09/06/88 | OVHS - 4th           |
| Arcadia, Guillermo          | 01/24/00 | OVHS - 4th           |
| Godoy, Helen                | 08/23/00 | OVHS - 4th           |
| Viramontes-Castorena, Vikki | 08/22/01 | OVHS - 4th           |
| Chaisongkram, Eric          | 04/30/04 | OVHS - 4th           |
| Holter, Neal                | 08/24/99 | OVHS - 5th           |
| Padilla, Mary               | 08/23/00 | OVHS - 5th           |
| Schmitz, Veronica           | 08/23/00 | OVHS - 5th           |
| Dias, Maria                 | 08/23/00 | OVHS - 5th           |
| Estrada, Melissa            | 08/20/03 | OVHS - 5th           |
| Sherman, Gregory Dean       | 08/26/96 | OVHS - 6th           |
| Bernard, Christine          | 08/22/01 | OVHS - 6th           |
| Puga, Carmen                | 08/22/01 | OVHS - 6th           |
| Stupegia, Silvia            | 08/22/01 | OVHS - 6th           |
| Partida, Leonor             | 08/23/02 | OVHS - 6th           |
| Gacuya, Alexander           | 07/22/15 | OVHS - M/M K-2       |

| NAME              | SR DATE  | 2017-2018 Assignment |
|-------------------|----------|----------------------|
| Oropeza, Yessica  | 12/01/16 | OVHS - M/M 3-4       |
| Raygoza, Maria E. | 09/04/15 | OVHS - M/M 5-6       |
| Pena, Estella     | 08/22/01 | OVHS - M/S Pre-K     |
| Santoyo, Aleyda   | 08/23/05 | OVHS - M/S 5-6       |
| Caballero, Albert | 08/20/03 | OVHS - RSP           |
| Sardo, Sam        | 09/04/85 | OVH - LSH            |

| NAME                          | SR DATE    | 2017-2018 Assignment |
|-------------------------------|------------|----------------------|
| Bishop, Catherine             | 9/5/1990   | Smythe - TK          |
| Rosario, Zenaida              | 10/1/1984  | Smythe - K           |
| Caracoza, Xochitl             | 1/9/1997   | Smythe - K           |
| Canale, Maria                 | 8/21/2002  | Smythe - K           |
| Hernandez, Diana              | 8/23/2005  | Smythe - K           |
| Fahme, Alma                   | 1/8/1981   | Smythe - 1st         |
| Garcia, Sandra G.             | 9/1/1994   | Smythe - 1st         |
| Garcia, Leonor Josefina       | 8/23/2000  | Smythe - 1st         |
| Portillo, Maggy               | 9/19/2003  | Smythe - 1st         |
| Campos, Norma                 | 8/23/2000  | Smythe - 2nd         |
| Cruz, Diane                   | 8/22/2001  | Smythe - 2nd         |
| Garcia, Leonor E.             | 8/23/2005  | Smythe - 2nd         |
| Castillo, Blanca              | 11/14/2005 | Smythe - 2nd         |
| Valarezo, Daniel              | 8/24/1999  | Smythe - 3rd         |
| Browne, Kristal               | 8/22/2001  | Smythe - 3rd         |
| Nunez, Juanita                | 8/21/2002  | Smythe - 3rd         |
| Valarezo, Erika               | 9/10/2004  | Smythe - 3rd         |
| Torres, Loreana               | 8/23/2005  | Smythe - 3rd         |
| Morquecho, Blanca             | 9/1/1992   | Smythe - 4th         |
| La Rosa, Natalie              | 8/18/1998  | Smythe - 4th         |
| Vega, Jasmine                 | 1/27/1999  | Smythe - 4th         |
| Sedano, Norma                 | 8/22/2006  | Smythe - 4th         |
| VACANCY                       |            | Smythe - 5th         |
| Pena, Belinda                 | 8/18/2004  | Smythe - 5th         |
| Garcia, Oscar                 | 9/2/2016   | Smythe - 5th         |
| Macias-Santos, Nora           | 8/22/2001  | Smythe - 6th         |
| Rodriguez -Guzman, Sandra Luz | 8/21/2002  | Smythe - 6th         |
| Barron, Cindy                 | 7/22/2015  | Smythe - 6th         |
| Guerrero, Lorena              | 11/13/2006 | Smythe - 6th         |
| English, Alma                 | 8/23/2000  | Smythe - Resource    |
| Flores, Dianna                | 11/12/2015 | Smythe - M/S TK-K    |
| Cali, Maricela                | 8/22/2006  | Smythe - M/S 1-3     |
| Abedoy, Irma A.               | 10/3/2016  | Smythe - RSP         |
| Villegas, Josefina            | 8/19/2008  | Smythe - RSP         |

| NAME            | SR DATE   | 2017-2018 Assignment |
|-----------------|-----------|----------------------|
| Murillo, Martha | 8/22/2006 | Smythe - Psych       |

| NAME                     | SR DATE    | 2017-2018 Assignment |
|--------------------------|------------|----------------------|
| Kinney, Shirley          | 9/3/1986   | Sunset - K           |
| Espiritu, Clarita        | 8/26/1996  | Sunset - K           |
| Garcia, Janette          | 8/25/1997  | Sunset - K           |
| Luna, Annette Monique    | 8/20/2003  | Sunset - K           |
| Villanueva, Emilia       | 8/26/1996  | Sunset - 1st         |
| Cervantes, Sylvia        | 8/21/2002  | Sunset - 1st         |
| Garciadealba, Karla      | 8/23/2005  | Sunset - 1st         |
| Hurtado, Erika           | 8/21/2007  | Sunset - 1st         |
| Guanco, Evelyn           | 2/20/1996  | Sunset - 2nd         |
| Sortdesanz, Patricia     | 8/26/1996  | Sunset - 2nd         |
| Magallanes, Ana          | 10/10/1997 | Sunset - 2nd         |
| Cortes, Javier           | 10/1/1990  | Sunset - 3rd         |
| De Baca, Elva            | 7/2/1990   | Sunset - 3rd         |
| Lemos, Leticia           | 8/26/1996  | Sunset - 3rd         |
| Garcia, Carla            | 9/18/1997  | Sunset - 3rd         |
| Vinario, Cynthia         | 10/15/1998 | Sunset - 4th         |
| Direen, Michael          | 8/24/1999  | Sunset - 4th         |
| Garcia, Joel             | 8/22/2001  | Sunset - 4th         |
| Murphy, Vanessa          | 8/18/2004  | Sunset - 4th         |
| Scarlett, Jeffrey        | 12/15/1988 | Sunset - 5th         |
| Saron, Entelechy         | 8/18/1998  | Sunset - 5th         |
| Hernandez, Veronica      | 8/23/2000  | Sunset - 5th         |
| Loaiza-Velasquez, Ivonne | 12/4/2002  | Sunset - 5th         |
| Marking, Clarissa        | 8/26/1996  | Sunset - 6th         |
| Vega, Ted                | 8/18/2004  | Sunset - 6th         |
| Arciaga, Alana           | 9/23/2010  | Sunset - 6th         |
| Lopez, Alejandra         | 10/24/2008 | Sunset - 6th         |
| Sotelo, Thelma           | 9/23/2010  | Sunset - M/M 4-5     |
| Garcia, Ana              | 7/9/2013   | Sunset - M/M 5-6     |
| Yescas, Nohemi           | 8/19/2008  | Sunset - RSP         |
| Rivera, Ruth             | 8/23/2000  | Sunset - LSH         |

| NAME                   | SR DATE  | 2017-2018 Assignment   |
|------------------------|----------|------------------------|
| Zuazo, Claudio         | 10/02/97 | SYMS - Art Electives   |
| Coords, Rosa           | 08/22/01 | SYMS - Electives       |
| Garcia, Eriberto       | 09/12/01 | SYMS - PLTW Electives  |
| Zelli, Bijan           | 09/06/16 | SYMS - Music Electives |
| Pedraja, Juan          | 11/06/95 | SYMS - Eng.            |
| Bedoya, Drina          | 08/23/00 | SYMS - Eng.            |
| Simpson, Gabriela      | 08/22/06 | SYMS - Eng.            |
| Omelina, Marsha        | 08/11/14 | SYMS - Eng.            |
| Blue, Brian            | 02/02/87 | SYMS - Math            |
| Albarran, Francisco    | 07/18/14 | SYMS - Math            |
| Yen, Marissa           | 07/18/14 | SYMS - Math            |
| Vongsavath, Mayura     | 08/07/15 | SYMS - Math            |
| Porlas, Nathan         | 08/19/98 | SYMS - PE              |
| Ames, Arely            | 07/18/14 | SYMS - PE              |
| Alkass, David          | 07/22/15 | SYMS - Sci.            |
| Torres, Juan           | 02/01/16 | SYMS - Sci.            |
| Matanane, Laura        | 07/25/16 | SYMS - Sci.            |
| Walters, Mark          | 11/14/16 | SYMS - Sci.            |
| Gonzalez, Valerie      | 08/22/06 | SYMS - Soc. Sci.       |
| Lopez, Christian       | 08/21/07 | SYMS - Soc. Sci.       |
| Alvarado, David        | 10/05/15 | SYMS - Soc. Sci.       |
| Delgado, Jimmy         | 11/15/99 | SYMS - Soc. Sci.       |
| Kurtz, Emily           | 04/03/17 | SYMS - Soc. Sci.       |
| Preciado, Maria        | 05/12/15 | SYMS - Resource        |
| Ponce, Carina          | 10/23/96 | SYMS - M/M 7           |
| Ryan, Jerome           | 07/22/15 | SYMS - M/M 7           |
| Topete, Anjelica       | 07/01/07 | SYMS - M/M 8           |
| Lozano, Marisela       | 03/11/05 | SYMS - M/M 8           |
| Cali, Christian        | 10/28/10 | SYMS - M/S 7-8         |
| Aguilera, Miguel       | 08/18/04 | SYMS/VDM - Psych       |
| Armenta, Sylvia        | 01/03/89 | SYMS - Counselor       |
| Gonzalez Garcia, Dalia | 08/03/15 | SYMS - Counselor       |

| NAME                     | SR DATE  | 2017-2018 Assignment |
|--------------------------|----------|----------------------|
| Barrett, Jamie           | 07/25/16 | VDM - Electives      |
| Sandez, Guillermina      | 09/13/99 | VDM - ASB            |
| Henry, Crystal           | 08/21/02 | VDM - Eng.           |
| Black, Holly             | 08/23/05 | VDM - Eng.           |
| Hake, Stephanie          | 07/25/16 | VDM - Eng.           |
| Murray, Mei-Ling         | 08/21/02 | VDM - Math           |
| Mercado, Cesar Alejandro | 01/30/03 | VDM - Math           |
| Martinez-Rivera, Carmen  | 08/23/05 | VDM - Math           |
| Pitts, William           | 08/18/98 | VDM - PE             |
| Herrera, Jose            | 08/23/05 | VDM - PE             |
| Scarlett, Nikole         | 08/26/96 | VDM - Sci.           |
| Hemungkorn, Sarina       | 08/14/15 | VDM - Sci.           |
| Brandt, Carolanne        | 01/25/16 | VDM - Sci.           |
| Lozada, Ray              | 09/09/87 | VDM - Soc. Sci.      |
| Abarca, Jaime            | 08/18/98 | VDM - Soc. Sci.      |
| Dickes, Ryan             | 11/14/05 | VDM - Soc. Sci.      |
| Tennyson, Sara           | 08/07/15 | VDM - M/M 7-8        |
| Cuestas, Jennifer        | 07/29/11 | VDM - M/M 7-8        |
| Garcia, Lupita           | 03/19/07 | VDM - Counselor      |

| NAME                     | SR DATE  | 2017-2018 Assignment |
|--------------------------|----------|----------------------|
| Daen, Evigard            | 10/31/16 | Willow - TK          |
| Hamama, Ana              | 09/09/87 | Willow - K           |
| Raygoza, Blanca          | 10/06/95 | Willow - K           |
| Galante, Martin          | 08/25/97 | Willow - K           |
| Arredondo, Cynthia       | 08/24/99 | Willow - K           |
| Herrera-Cevallos, Irene  | 09/14/15 | Willow - K           |
| Montes, Gilberto         | 08/26/96 | Willow - 1st         |
| Dorado, Marisa           | 08/21/02 | Willow - 1st         |
| Knutas-Hallmark, Maria   | 07/22/15 | Willow - 1st         |
| Karpel, Kimberly         | 07/22/15 | Willow - 1st         |
| VACANCY                  |          | Willow - 1st         |
| Reyes, Gabriela          | 07/01/92 | Willow - 2nd         |
| Castro, Veronica         | 08/26/96 | Willow - 2nd         |
| Rodriguez, Maria Teresa  | 08/26/96 | Willow - 2nd         |
| De Leon, Angela          | 01/26/04 | Willow - 2nd         |
| Huerta, Brenda           | 01/20/06 | Willow - 2nd         |
| Cuevas, Socorro          | 09/01/92 | Willow - 3rd         |
| Rodriguez, Alejandra     | 09/02/94 | Willow - 3rd         |
| Pimental, Wilma          | 01/19/99 | Willow - 3rd         |
| Carriedo, Maria          | 08/23/00 | Willow - 3rd         |
| Hills, Christine         | 09/14/15 | Willow - 3rd         |
| Marin, Juana             | 01/15/93 | Willow - 4th         |
| Ordaz, Ann Kathy         | 08/18/04 | Willow - 4th         |
| Chen-Chaisongkram, Alice | 10/05/99 | Willow - 4th         |
| Huerta, Maria Isela      | 10/03/16 | Willow - 4th         |
| Globerson, Kayla         | 09/01/16 | Willow - 4th         |
| Rubio, Jake              | 08/26/96 | Willow - 5th         |
| Patterson, Michelle      | 08/18/98 | Willow - 5th         |
| Alvarado, Nancy          | 08/23/00 | Willow - 5th         |
| Bisaga, Katie            | 08/22/01 | Willow - 5th         |
| Luna, Carmen             | 08/23/05 | Willow - 5th         |
| Gomez, Elizabeth         | 11/22/04 | Willow - 6th         |
| Mosqueda, Cynthia        | 08/23/05 | Willow - 6th         |
| Cornejo, Iliana          | 07/25/16 | Willow - 6th         |
| Brown, Christopher       | 10/22/15 | Willow - 6th         |

| NAME                | SR DATE  | 2017-2018 Assignment |
|---------------------|----------|----------------------|
| VACANCY             |          | Willow - 6th         |
| McGrath, Jacqueline | 10/31/16 | Willow - M/M K-1     |
| Manley, Patricia    | 08/20/03 | Willow - M/M 2-3     |
| Beltran, Irma       | 08/23/05 | Willow - RSP         |
| Sanchez, Alma       | 09/24/08 | Willow - RSP         |

San Ysidro School District  
Dual Language Teachers 2016-17

| NAME                | GRADE | SITE          |
|---------------------|-------|---------------|
| Jasmine Vega        | 4     | LA MIRADA     |
| Maria Canale        | 5     | LA MIRADA     |
| Blanca Morquecho    | 4     | LA MIRADA     |
| Guillermo Arcadia   | 4     | Ovh           |
| Eric Chaisongkram   | 4     | Ovh           |
| Maria Dias          | 5     | Ovh           |
| Melissa Estrada     | 5     | Ovh           |
| Sylvia Stuepegia    | 6     | Ovh           |
| Xochitl Caracoza    | K     | SMYTHE        |
| Zenaida Rosario     | K     | SMYTHE        |
| Maggy Portillo      | 1     | SMYTHE        |
| Sandra Garcia       | 1     | SMYTHE        |
| Rita De la Cruz     | 2     | SMYTHE        |
| Blanca Castillo     | 2     | SMYTHE        |
| Daniel Valarezo     | 3     | SMYTHE        |
| Erika Valarezo      | 3     | SMYTHE        |
| Kimberly Karpel     | K     | Vista Del Mar |
| Whitney Wright      | K     | Vista Del Mar |
| Brenda Huerta       | 1     | Vista Del Mar |
| Martha Sanchez      | 1     | Vista Del Mar |
| Cecilia Villanueva  | 2     | Vista Del Mar |
| Bertha Franco Lopez | 2     | Vista Del Mar |
| Saul Gonzalez       | 3     | Vista Del Mar |
| Marta Vazquez       | 3     | Vista Del Mar |

| NAME                | GRADE | SITE   |
|---------------------|-------|--------|
| Annette Luna        | K     | SUNSET |
| Shirley Kinney      | K     | SUNSET |
| Emilia Villanueva   | 1     | SUNSET |
| Sylvia Cervantes    | 1     | SUNSET |
| Ana Magallanes      | 2     | SUNSET |
| Patricia Sortdesanz | 2     | SUNSET |
| Leticia Lemos       | 3     | SUNSET |
| Elva DeBaca         | 3     | SUNSET |
| Joel Garcia         | 4     | SUNSET |
| Vanessa Murphy      | 4     | SUNSET |
| Ivonne Loaiza       | 5     | SUNSET |
| Veronica Hernandez  | 5     | SUNSET |
| Guillermina Sandez  | 6     | SUNSET |
| Alejandra Lopez     | 6     | SUNSET |
| Martin Galante      | K     | WILLOW |
| Cynthia Arredondo   | K     | WILLOW |
| Marisa Dorado       | 1     | WILLOW |
| Ana Hamama Casillas | 1     | WILLOW |
| Gabriela Reyes      | 2     | WILLOW |
| Maria T. Rodriguez  | 2     | WILLOW |
| Alejandra Rodriguez | 3     | WILLOW |
| Maria Carriedo      | 3     | WILLOW |
| Juana Marin         | 4     | WILLOW |
| Kathy Ordaz         | 4     | WILLOW |
| Carmen Luna         | 5     | WILLOW |
| Cynthia Mosqueda    | 6     | WILLOW |
| Illiana Cornejo     | 6     | WILLOW |

## **Attendees to the Project Lead The Way Core Trainings**

### ***Kinder – 6<sup>th</sup> Grade – PLTW Launch Program at SDSU: June 21-22, 2017 - \$500.00 per participant***

Norma Campos - Smythe  
Eliud Lagarda – Vista Del Mar  
Catalina Baltazar – Vista Del Mar  
Michael Direen - Sunset  
Kayla Globerson – Willow

### ***PLTW Launch - Lead teacher Training – July 17-19, 2017 at Chico State University, Sacramento or July 31 – Aug. 2, 2017 at San Jose State University TBD-- \$750.00***

Sylvia Mayer – La Mirada  
Elva De Baca – Sunset

### ***7<sup>th</sup> – 8<sup>th</sup> Grade – PLTW Gateway Program at SDSU \$1,550.00***

Eriberto Garcia – Automation & Robotics – July 31- Aug. 4, 2017  
David Alvarado – New Design and Modeling - July 10-14, 2017  
Claudio Zuazo – New Design and Modeling - July 10-14, 2017  
Cesar Mercado – Automation and Robotics - July 17-21, 2017

**Participants at the Kagan Structures for Cooperative Learning & Active  
Engagement Workshop**

San Clemente

July 26 & 27, 2017

From 8:30 am – 3:45 pm

Evelyn Guanco

Cynthia Vinarao

Annette Luna

Jannette Garcia

Shirley Kinney

Joel Garcia

Ana Magallanes

Alana Arciaga-Luciano

Vanessa Murphy

Ivonne Loaiza

Michel Direen

Vanessa Murphy

Clarissa Marking

Alejandra Lopez

## Math Revision Committee Meetings

| Date                      | Grade           | Teachers   |
|---------------------------|-----------------|--|
| Monday, July 31, 2017     | 3rd             | Juanita Nunez – Smythe<br>Eliud Lagarda – Vista Del Mar<br>Leticia Lemos – Sunset<br>Socorro Cuevas - Willow   |
| Tuesday, August 1, 2017   | 4th             | Norma Sedano – La Mirada<br>Leonor Partida – Alt. LM<br>Guillermo Arcadia - Ocean View<br>Eric Chainsongkram – Alt. OVH<br>Joel Garcia – Sunset<br>Kathy Ordaz - Willow      |
| Wednesday, August 2, 2017 | 5 <sup>th</sup> | David Perez – La Mirada<br>Erin Cronin – Alt. LM<br>Melissa Estrada – Ocean View<br>Mary Padilla – Alt. OVH<br>Ivonne Loaiza – Sunset<br>Carmen Luna - Willow                |
|                           | 1 <sup>st</sup> | Maggie Portillo – Smythe<br>Elizabeth Aguilar – Vista Del Mar<br>Sylvia Cervantes – Sunset<br>Gilbert Montes - Willow  |
| Thursday, August 3, 2017  | 6 <sup>th</sup> | Marielena Delgadillo – La Mirada<br>Sandra Guzman – Alt. LM<br>Sylvia Stupegia – Ocean View<br>Carmen Puga – Alt. OVH<br>Alana Arciaga – Sunset<br>Cynthia Mosqueda - Willow |
|                           | Kindergarten    | Xochitl Caracoza – Smythe<br>Kimberly Karpel – Vista Del Mar<br>Annette Luna – Sunset<br>Cynthia Arredondo - Willow  |
| Friday, August 4, 2017    | 2nd             | Diane Cruz – Smythe<br>Katina DeLeon – Vista Del Mar<br>Ana Magallanes – Sunset<br>Veronica Castro – Willow  |

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Educational Services  
Manuela Colom, Executive Director

**AGENDA ITEM:** LIFTING STUDENT LEARNING INSTITUTE

**BACKGROUND INFORMATION:**

The San Diego County Office of Education (SDCOE) will host a three day institute designed to assist principals and their teams in developing expertise in evidence-based practices for lifting student learning in their schools, including time to plan for next school year.

Participants attending this institute will:

- Investigate the research of educator and author John Hattie on the factors that influence achievement, and how to align high-leverage practices with student learning needs.
- Develop an understanding of the instructional routines that increase students' thinking and reasoning through research from Project Zero by Harvard University.
- Create a focused professional learning plan that supports collective efficacy in their school.

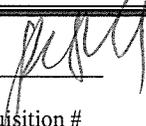
This 3-day institute is scheduled for July 25, 26 and September 20, 2017 and will take place at SDCOE.

**RECOMMENDATION:**

Approve the attendance and participation of Manuela Colom, Luis Ramos, Nadia Aviles, Marlo Vazquez, Joel Tapia, Efrain Burciaga, Erika Meza, Maria Rodriguez, Manuel Bojorquez, Consuelo Carranza, Roberto Carrillo and Catalina Jauregui to the Lifting Student Learning Institute to be held in San Diego on July 25, 26 and September 20, 2017 at at cost not to exceed \$3,300.00 from the Educator Effectiveness fund.

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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

\$3,300.00

Educator Effectiveness Fund

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(Amount)

(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

**12A.3**

**Page 18 of 20**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** 2017 SAFE SCHOOLS ANNUAL CONFERENCE

**BACKGROUND INFORMATION:**

The 2017 Safe Schools Conference will discuss the direct link between school safety, learning, and higher test scores. The conference will address the critical issues schools will be facing and cost effective strategies to deal with the same issues. The conference will be focused on items such as:

- mental health awareness, ▪ identification factors ▪ interagency cooperation ▪ communication
- liability and the law, and ▪ facility planning that improves safety and security.

It is recommended for the Risk Manager and District's Security Manager to attend the conference to keep abreast of important issues that may affect our District. The cost implication is estimated at \$850.00 per person (for a total of \$1,700.00) which includes: registration, hotel, meals and mileage. The District was awarded a \$700.00 scholarship for this conference.

**RECOMMENDATION:**

Approve the participation of Eugenia Martinez and Scott Lovelace to the Safe Schools Annual Conference to be held in Garden Grove, CA on July 19-21, 2017 at an estimated cost of \$1,700.00 from the general fund and scholarship award.

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|  |  |                                   |
|--|--|-----------------------------------|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input 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            |                                   |
| ESTIMATED<br>\$1,700.00<br>(Amount)  | General Fund and Scholarship Award<br>(Name of funding source and/or location) |                                   |

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Maintenance, Operations, Transportation & Facilities  
Victor Guzman, Director

**AGENDA ITEM:** INTEGRATED PEST MANAGEMENT FOR SCHOOL FACILITIES  
WORKSHOP

**BACKGROUND INFORMATION:**

The California Department of Pesticide Regulation will provide a workshop to further train employees that apply pesticides. The course will take place on July 15, 2017 from 7:00 a.m. to 4:00 p.m. at a cost of twenty-five dollars per person.

The workshop will consist of the following:

- A review of integrated pest management (IPM) principles
- Hands-on demonstrations and tours of major pest problems around school buildings and grounds
- Structural IPM—Ants, cockroaches, rats, mice and birds; food service and storage area pests.
- Landscape IPM—Weeds in landscape and turf, yellow jackets, and burrowing rodents.

**RECOMMENDATION:**

Approve the participation of Daniel Camberos, Moises Camberos, Susana Anaya, Jose Aguayo, Ernesto Marquez, Jorge Barriga, and Victor Guzman to attend the Integrated Pest Management For School Facilities Workshop on June 15, 2017 in Perris, CA at a cost of \$175.00 from the general fund.

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Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2016-2017 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

\$175.00  
(Amount)

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

:     
(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board



**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** PURCHASING REPORT

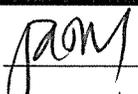
**BACKGROUND INFORMATION:**

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 May 3, 2017 through June 1, 2017. (Report #11):  
 ▪ General Fund: 0000001607-0000001664, 0000001666-0000001682, 0000001684-0000001686, 0000001690-0000001692, 0000001694-0000001713, 0000001716-0000001755, 0000001757-0000001777, 0000001779-0000001786, 0000001788-0000001798, 0000001801-0000001805, 0000001807-0000001822, 0000001824-0000001825, 0000001827, 0000001830-0000001835, 0000001838-0000001839  
 ▪ Child Development Fund: 0000001714, 0000001756, 0000001778, 0000001828-0000001829, 0000001837  
 ▪ Child Nutrition Fund: 0000001806, 0000001826, 0000001836  
 ▪ Building Fund: 0000001665, 0000001711-0000001712, 0000001715, 0000001799-0000001800, 0000001840  
 ▪ Capital Projects Fund: 0000001823.

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

Are funds for this item available in the 2016-17 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:**

  
 Julio Fonseca, Ed.D., Superintendent  
 Secretary to the Board

| PO Date  | PO No.     | Supplier | Supplier                  | PO Ref | Fund | Resource | Total by Account |
|----------|------------|----------|---------------------------|--------|------|----------|------------------|
| 5/3/2017 | 0000001607 | 002990   | ULINE                     |        | 0100 | 8150000  | 387.08           |
| 5/4/2017 | 0000001608 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 650.38           |
| 5/4/2017 | 0000001609 | 001775   | STAPLES, INC.             |        | 0100 | 0000000  | 218.72           |
| 5/4/2017 | 0000001610 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 11.64            |
| 5/4/2017 | 0000001610 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 1.06             |
| 5/4/2017 | 0000001610 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 50.64            |
| 5/4/2017 | 0000001610 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 5.30             |
| 5/4/2017 | 0000001611 | 000044   | QUILL CORP.               |        | 0100 | 0000000  | 44.93            |
| 5/4/2017 | 0000001612 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 27.64            |
| 5/4/2017 | 0000001613 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 74.35            |
| 5/4/2017 | 0000001613 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 38.73            |
| 5/4/2017 | 0000001613 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 42.22            |
| 5/4/2017 | 0000001613 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 18.48            |
| 5/4/2017 | 0000001614 | 003377   | SOUTHWEST SCHOOL & OFFICE |        | 0100 | 0000000  | 24.78            |
| 5/4/2017 | 0000001614 | 003377   | SOUTHWEST SCHOOL & OFFICE |        | 0100 | 0000000  | 78.23            |
| 5/4/2017 | 0000001614 | 003377   | SOUTHWEST SCHOOL & OFFICE |        | 0100 | 0000000  | 25.32            |
| 5/4/2017 | 0000001614 | 003377   | SOUTHWEST SCHOOL & OFFICE |        | 0100 | 0000000  | 14.01            |
| 5/4/2017 | 0000001615 | 004678   | AMAZON.COM, INC.          |        | 0100 | 0000000  | 50.33            |
| 5/4/2017 | 0000001616 | 000044   | QUILL CORP.               |        | 0100 | 0000000  | 53.92            |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 34.91            |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 161.63           |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 355.58           |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 47.32            |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 12.28            |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 57.86            |
| 5/4/2017 | 0000001617 | 000535   | SCHOOL SPECIALTY          |        | 0100 | 0000000  | 188.56           |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 4.40             |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 133.83           |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 109.91           |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 36.20            |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 74.61            |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 461.60           |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 65.94            |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 28.06            |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 50.00            |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPOT              |        | 0100 | 0000000  | 73.05            |

| PO Date  | PO No.     | Supplier | Supplier                  | PO Ref                 | Fund | Resource | Total by Account |
|----------|------------|----------|---------------------------|------------------------|------|----------|------------------|
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPT               | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3.84             |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPT               | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3.79             |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPT               | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3.84             |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPT               | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 4.14             |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPT               | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 38.40            |
| 5/4/2017 | 0000001618 | 000809   | OFFICE DEPT               | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 444.47           |
| 5/4/2017 | 0000001619 | 001532   | VERITIV OPERATING COMPANY | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.27            |
| 5/4/2017 | 0000001619 | 001532   | VERITIV OPERATING COMPANY | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.27            |
| 5/4/2017 | 0000001619 | 001532   | VERITIV OPERATING COMPANY | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.27            |
| 5/4/2017 | 0000001619 | 001532   | VERITIV OPERATING COMPANY | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.15            |
| 5/4/2017 | 0000001619 | 001532   | VERITIV OPERATING COMPANY | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.27            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.27            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 369.58           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 168.09           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 15.52            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 7.59             |
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| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 61.42            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 35.02            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 38.79            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 47.71            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 164.21           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 58.19            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 19.72            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 40.41            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 92.13            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 51.66            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 36.59            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 107.75           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 66.70            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 46.98            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 27.64            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 66.00            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 47.71            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 90.51            |

| PO Date  | PO No.     | Supplier | Supplier                      | PO Ref                 | Fund | Resource | Total by Account |
|----------|------------|----------|-------------------------------|------------------------|------|----------|------------------|
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 55.34            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 108.61           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 6.34             |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 39.31            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 159.04           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 33.36            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 21.95            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 10.60            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 4.14             |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3.23             |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 36.20            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 142.75           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 59.26            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 178.95           |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 23.92            |
| 5/4/2017 | 0000001620 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 16.81            |
| 5/4/2017 | 0000001621 | 004571   | DOMTAR PAPER CO. LLC          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,066.73         |
| 5/4/2017 | 0000001622 | 004608   | STANDARD STATIONERY SUPPLY CO | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 84.63            |
| 5/4/2017 | 0000001622 | 004608   | STANDARD STATIONERY SUPPLY CO | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 7.37             |
| 5/4/2017 | 0000001622 | 004608   | STANDARD STATIONERY SUPPLY CO | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 25.86            |
| 5/4/2017 | 0000001623 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 46.91            |
| 5/4/2017 | 0000001623 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 35.53            |
| 5/4/2017 | 0000001624 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 57.27            |
| 5/4/2017 | 0000001624 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 30.71            |
| 5/4/2017 | 0000001624 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 28.23            |
| 5/4/2017 | 0000001624 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 18.40            |
| 5/4/2017 | 0000001625 | 000535   | SCHOOL SPECIALTY              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 77.58            |
| 5/4/2017 | 0000001625 | 000535   | SCHOOL SPECIALTY              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.58            |
| 5/4/2017 | 0000001626 | 001532   | VERITIV OPERATING COMPANY     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 150.80           |
| 5/4/2017 | 0000001626 | 001532   | VERITIV OPERATING COMPANY     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 150.80           |
| 5/4/2017 | 0000001627 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 161.63           |
| 5/4/2017 | 0000001627 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 292.65           |
| 5/4/2017 | 0000001628 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 36.42            |
| 5/4/2017 | 0000001629 | 001532   | VERITIV OPERATING COMPANY     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 100.29           |
| 5/4/2017 | 0000001629 | 001532   | VERITIV OPERATING COMPANY     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 50.27            |
| 5/4/2017 | 0000001629 | 001532   | VERITIV OPERATING COMPANY     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 100.53           |

| PO Date  | PO No.     | Supplier | Supplier                  | PO Ref                 | Fund | Resource | Total by Account |
|----------|------------|----------|---------------------------|------------------------|------|----------|------------------|
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.67            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.67            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.67            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 2.13             |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.67            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.67            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.67            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 85.34            |
| 5/4/2017 | 0000001630 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.34            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001631 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.48            |
| 5/4/2017 | 0000001632 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 133.83           |
| 5/4/2017 | 0000001632 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 274.76           |
| 5/4/2017 | 0000001632 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 36.07            |
| 5/4/2017 | 0000001632 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 51.20            |
| 5/4/2017 | 0000001633 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 8.29             |
| 5/4/2017 | 0000001633 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 14.75            |
| 5/4/2017 | 0000001633 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.89            |
| 5/4/2017 | 0000001634 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 63.70            |
| 5/4/2017 | 0000001634 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 54.59            |
| 5/4/2017 | 0000001634 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 67.01            |
| 5/4/2017 | 0000001634 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 51.40            |
| 5/4/2017 | 0000001634 | 000809   | OFFICE DEPOT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 49.05            |
| 5/4/2017 | 0000001635 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 58.79            |
| 5/4/2017 | 0000001635 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 33.35            |
| 5/4/2017 | 0000001635 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 23.49            |
| 5/4/2017 | 0000001635 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 14.09            |
| 5/4/2017 | 0000001635 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 395.98           |
| 5/4/2017 | 0000001635 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 69.24            |
| 5/4/2017 | 0000001636 | 000950   | CABINETX INC              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 48.49            |

| PO Date  | PO No.     | Supplier | Supplier                      | PO Ref                 | Fund | Resource | Total by Account |
|----------|------------|----------|-------------------------------|------------------------|------|----------|------------------|
| 5/4/2017 | 0000001637 | 001238   | GOPHER SPORT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 164.43           |
| 5/4/2017 | 0000001638 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 25.21            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 32.58            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 41.81            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 40.28            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.96            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 12.41            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.35            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 58.67            |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 117.66           |
| 5/4/2017 | 0000001639 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 88.36            |
| 5/4/2017 | 0000001640 | 000535   | SCHOOL SPECIALTY              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 44.82            |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 25.21            |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 100.34           |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 16.55            |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 110.10           |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 156.45           |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 282.39           |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 318.08           |
| 5/4/2017 | 0000001641 | 004560   | US GAMES                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 98.61            |
| 5/4/2017 | 0000001642 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 48.00            |
| 5/4/2017 | 0000001642 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 40.51            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.68            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.68            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.68            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.68            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 20.53            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.68            |
| 5/4/2017 | 0000001643 | 003377   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 13.68            |
| 5/4/2017 | 0000001644 | 004608   | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 20.53            |
| 5/4/2017 | 0000001645 | 000535   | STANDARD STATIONERY SUPPLY CO | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 39.87            |
| 5/4/2017 | 0000001645 | 000535   | SCHOOL SPECIALTY              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 9.70             |
| 5/4/2017 | 0000001646 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 35.88            |
| 5/4/2017 | 0000001646 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 20.69            |
| 5/4/2017 | 0000001646 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 33.40            |
| 5/4/2017 | 0000001646 | 000809   | OFFICE DEPOT                  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 121.76           |

| PO Date  | PO No.     | Supplier   | Supplier                      | PO Ref                 | Fund | Resource | Total by Account |
|----------|------------|------------|-------------------------------|------------------------|------|----------|------------------|
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 18.48            |
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 9.96             |
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 265.07           |
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 62.45            |
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 35.99            |
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 54.31            |
| 5/4/2017 | 0000001647 | 003377     | SOUTHWEST SCHOOL & OFFICE     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 356.87           |
| 5/4/2017 | 0000001648 | 004608     | STANDARD STATIONERY SUPPLY CO | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 10.24            |
| 5/5/2017 | 0000001649 | 0000000249 | GREATER SAN DIEGO READING     | REGISTRATION FEES      | 0100 | 0000000  | 70.00            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 9.69             |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 10.76            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 16.15            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 19.92            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 17.13            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 15.61            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 19.36            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 29.74            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 12.89            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 27.99            |
| 5/8/2017 | 0000001650 | 004678     | AMAZON.COM, INC.              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 20.43            |
| 5/8/2017 | 0000001651 | 003852     | PEARSON EDUCATION             | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 47.38            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 5.90             |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 8.39             |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 8.39             |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 8.39             |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 187.42           |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 19.37            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 15.71            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 16.65            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 19.37            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 19.37            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 15.71            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 17.22            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 8.39             |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 41.96            |
| 5/8/2017 | 0000001652 | 000058     | DEMCO INC.                    | LIBRARY SUPPLIES       | 0100 | 0000000  | 25.04            |

| PO Date   | PO No.     | Supplier  | Supplier                             | Supplier | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|-----------|--------------------------------------|----------|------------------------|------|----------|------------------|
| 5/8/2017  | 0000001653 | 002964    | AMSTERDAM PRINTING                   |          | OFFICE SUPPLIES        | 0100 | 3010004  | 274.12           |
| 5/8/2017  | 0000001654 | 004747    | PRINCIPAL'S EXCHANGE                 |          | PROFESSIONAL SERVICES  | 0100 | 3010000  | 20,000.00        |
| 5/9/2017  | 0000001655 | 000379    | HAWTHORNE MACHINERY                  |          | CONTRACTED SERVICES    | 0100 | 0982000  | 18,710.89        |
| 5/9/2017  | 0000001656 | 000041    | BEAR COMMUNICATIONS, INC.            |          | CONTRACTD SERVICES     | 0100 | 0000000  | 1.36             |
| 5/9/2017  | 0000001656 | 000041    | BEAR COMMUNICATIONS, INC.            |          | CONTRACTD SERVICES     | 0100 | 0000000  | 95.00            |
| 5/9/2017  | 0000001656 | 000041    | BEAR COMMUNICATIONS, INC.            |          | CONTRACTD SERVICES     | 0100 | 0000000  | 95.00            |
| 5/9/2017  | 0000001656 | 000041    | BEAR COMMUNICATIONS, INC.            |          | CONTRACTD SERVICES     | 0100 | 0000000  | 95.00            |
| 5/9/2017  | 0000001656 | 000041    | BEAR COMMUNICATIONS, INC.            |          | CONTRACTD SERVICES     | 0100 | 0000000  | 17.04            |
| 5/9/2017  | 0000001657 | 001079    | PENSKE TRUCK LEASING                 |          | RENTAL EQUIPMENT       | 0100 | 0000000  | 128.22           |
| 5/9/2017  | 0000001657 | 001079    | PENSKE TRUCK LEASING                 |          | RENTAL EQUIPMENT       | 0100 | 0000000  | 954.69           |
| 5/9/2017  | 0000001658 | 004765    | PLATINUM PARTY RENTALS               |          | CONTRACTED SERVICES    | 0100 | 0000000  | 1,092.46         |
| 5/9/2017  | 0000001658 | 004765    | PLATINUM PARTY RENTALS               |          | CONTRACTED SERVICES    | 0100 | 0000000  | 541.28           |
| 5/9/2017  | 0000001658 | 004765    | PLATINUM PARTY RENTALS               |          | CONTRACTED SERVICES    | 0100 | 0000000  | 496.28           |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 54.95            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 54.95            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 48.49            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 45.26            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 48.46            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 45.26            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.30            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.30            |
| 5/9/2017  | 0000001659 | 000809    | OFFICE DEPOT                         |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 129.08           |
| 5/9/2017  | 0000001660 | 000000245 | OFFICESUPPLY.COM                     |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 158.39           |
| 5/9/2017  | 0000001660 | 000000245 | OFFICESUPPLY.COM                     |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 182.91           |
| 5/9/2017  | 0000001660 | 000000245 | OFFICESUPPLY.COM                     |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 917.17           |
| 5/9/2017  | 0000001661 | 001775    | STAPLES, INC.                        |          | OFFICE SUPPLIES        | 0100 | 0000000  | 183.93           |
| 5/9/2017  | 0000001661 | 001775    | STAPLES, INC.                        |          | OFFICE SUPPLIES        | 0100 | 0000000  | 305.79           |
| 5/9/2017  | 0000001662 | 000262    | PAPER DIRECT, INC.                   |          | OFFICE SUPPLIES        | 0100 | 0000000  | 269.38           |
| 5/9/2017  | 0000001662 | 000262    | PAPER DIRECT, INC.                   |          | OFFICE SUPPLIES        | 0100 | 0000000  | 269.38           |
| 5/9/2017  | 0000001663 | 000379    | HAWTHORNE MACHINERY                  |          | CONTRACTED SERVICES    | 0100 | 0982000  | 18,873.00        |
| 5/10/2017 | 0000001664 | 000000253 | INSTITUTE FOR EDUCATIONAL LEADERSHIP |          | REGISTRATION FEE       | 0100 | 0000000  | 595.00           |
| 5/11/2017 | 0000001666 | 000000245 | OFFICESUPPLY.COM                     |          | OFFICE SUPPLIES        | 0100 | 0000000  | 575.92           |
| 5/11/2017 | 0000001667 | 000000245 | OFFICESUPPLY.COM                     |          | OFFICE SUPPLIES        | 0100 | 0000000  | 2,451.67         |
| 5/11/2017 | 0000001668 | 000809    | OFFICE DEPOT                         |          | OFFICE SUPPLIES        | 0100 | 0000000  | 116.31           |
| 5/11/2017 | 0000001668 | 000809    | OFFICE DEPOT                         |          | OFFICE SUPPLIES        | 0100 | 0000000  | 77.49            |
| 5/11/2017 | 0000001668 | 000809    | OFFICE DEPOT                         |          | OFFICE SUPPLIES        | 0100 | 0000000  | 12.92            |

| PO Date   | PO No.     | Supplier   | Supplier               | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|------------|------------------------|------------------------|------|----------|------------------|
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 68.49            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 130.26           |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 129.24           |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 57.10            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 24.76            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 29.08            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 61.39            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 28.00            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 80.22            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 32.09            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 52.79            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 52.79            |
| 5/11/2017 | 0000001668 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 6.78             |
| 5/11/2017 | 0000001669 | 0000000255 | KELLY PAPER            | OFFICE SUPPLIES        | 0100 | 0000000  | 38.65            |
| 5/11/2017 | 0000001670 | 001501     | REALLY GOOD STUFF, LLC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 31.96            |
| 5/11/2017 | 0000001670 | 001501     | REALLY GOOD STUFF, LLC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 51.96            |
| 5/11/2017 | 0000001670 | 001501     | REALLY GOOD STUFF, LLC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 43.96            |
| 5/11/2017 | 0000001670 | 001501     | REALLY GOOD STUFF, LLC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 31.96            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 96.09            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 24.88            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 10.01            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 64.63            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 14.00            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 11.83            |
| 5/11/2017 | 0000001671 | 000809     | OFFICE DEPOT           | OFFICE SUPPLIES        | 0100 | 0000000  | 47.40            |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 128.56           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 328.64           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 226.28           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 601.25           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 258.60           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 522.59           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 573.77           |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 26.83            |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 25.54            |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 80.81            |
| 5/11/2017 | 0000001672 | 000535     | SCHOOL SPECIALTY       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 75.43            |

| PO Date   | PO No.     | Supplier | Supplier                  | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|----------|---------------------------|------------------------|------|----------|------------------|
| 5/11/2017 | 0000001672 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 148.59           |
| 5/11/2017 | 0000001672 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 118.53           |
| 5/11/2017 | 0000001672 | 000535   | SCHOOL SPECIALTY          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 555.99           |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 129.30           |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 261.29           |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 59.26            |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 64.65            |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 64.65            |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 47.52            |
| 5/11/2017 | 0000001673 | 003377   | SOUTHWEST SCHOOL & OFFICE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 646.50           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.77            |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 107.64           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 167.01           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,333.95         |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 709.00           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 290.12           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 290.12           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 670.96           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 403.25           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 403.25           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 134.69           |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 64.43            |
| 5/11/2017 | 0000001674 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 753.17           |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 51.68            |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 86.15            |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 25.81            |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 75.32            |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 75.32            |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 385.75           |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 334.03           |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,549.45         |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 145.46           |
| 5/11/2017 | 0000001675 | 001238   | GOPHER SPORT              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 333.49           |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPT               | OFFICE SUPPLIES        | 0100 | 0000000  | 11.09            |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPT               | OFFICE SUPPLIES        | 0100 | 0000000  | 7.53             |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPT               | OFFICE SUPPLIES        | 0100 | 0000000  | 56.02            |

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| PO Date   | PO No.     | Supplier | Supplier                       | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|----------|--------------------------------|------------------------|------|----------|------------------|
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 24.77            |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 4.51             |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 87.25            |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 6.78             |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 17.01            |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 9.15             |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 5.59             |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 28.54            |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 6.43             |
| 5/11/2017 | 0000001676 | 000809   | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 14.00            |
| 5/11/2017 | 0000001677 | 001725   | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 0000000  | 215.39           |
| 5/11/2017 | 0000001677 | 001725   | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 0000000  | 215.39           |
| 5/11/2017 | 0000001677 | 001725   | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 0000000  | 215.39           |
| 5/11/2017 | 0000001677 | 001725   | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 0000000  | 47.41            |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 258.56           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 340.49           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 258.56           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 172.36           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 215.46           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 55.99            |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 55.99            |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 107.71           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 86.16            |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 193.91           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 172.36           |
| 5/11/2017 | 0000001678 | 000146   | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 129.26           |
| 5/11/2017 | 0000001679 | 000058   | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 47.13            |
| 5/11/2017 | 0000001679 | 000058   | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 32.24            |
| 5/11/2017 | 0000001679 | 000058   | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 52.11            |

| PO Date   | PO No.     | Supplier   | Supplier                       | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|------------|--------------------------------|------------------------|------|----------|------------------|
| 5/11/2017 | 0000001679 | 000058     | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 325.58           |
| 5/11/2017 | 0000001679 | 000058     | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 167.38           |
| 5/11/2017 | 0000001679 | 000058     | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 13.54            |
| 5/11/2017 | 0000001679 | 000058     | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 11.93            |
| 5/11/2017 | 0000001679 | 000058     | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 135.73           |
| 5/11/2017 | 0000001679 | 000058     | DEMCO INC.                     | LIBRARY SUPPLIES       | 0100 | 0000000  | 5.99             |
| 5/11/2017 | 0000001680 | 001725     | SPINITAR/PRESENTATION PRODUCTS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 430.78           |
| 5/11/2017 | 0000001680 | 001725     | SPINITAR/PRESENTATION PRODUCTS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 129.25           |
| 5/11/2017 | 0000001680 | 001725     | SPINITAR/PRESENTATION PRODUCTS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 430.96           |
| 5/11/2017 | 0000001680 | 001725     | SPINITAR/PRESENTATION PRODUCTS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 430.96           |
| 5/11/2017 | 0000001680 | 001725     | SPINITAR/PRESENTATION PRODUCTS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 430.78           |
| 5/11/2017 | 0000001680 | 001725     | SPINITAR/PRESENTATION PRODUCTS | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 129.25           |
| 5/11/2017 | 0000001681 | 0000000048 | RAPHAELS PARTY RENTALS INC.    | CONTRACTED SERVICES    | 0100 | 0000000  | 3,593.03         |
| 5/12/2017 | 0000001682 | 004678     | AMAZON.COM, INC.               | INSTRUCTIONAL SUPPLIES | 0100 | 0300020  | 430.73           |
| 5/12/2017 | 0000001682 | 004678     | AMAZON.COM, INC.               | INSTRUCTIONAL SUPPLIES | 0100 | 0300020  | 6.41             |
| 5/12/2017 | 0000001684 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 513.94           |
| 5/12/2017 | 0000001684 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 213.33           |
| 5/12/2017 | 0000001685 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 159.43           |
| 5/12/2017 | 0000001686 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 538.73           |
| 5/12/2017 | 0000001686 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 795.17           |
| 5/15/2017 | 0000001690 | 001775     | STAPLES, INC.                  | OFFICE SUPPLIES        | 0100 | 0000000  | 56.86            |
| 5/15/2017 | 0000001691 | 000136     | WAXIE SANITARY SUPPLY          | CUSTODIAL SUPPLIES     | 0100 | 8150000  | 15.48            |
| 5/15/2017 | 0000001692 | 004628     | FOLLETT SCHOOL SOLUTIONS, INC  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 385.31           |
| 5/15/2017 | 0000001692 | 004628     | FOLLETT SCHOOL SOLUTIONS, INC  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,398.06         |
| 5/15/2017 | 0000001694 | 001775     | STAPLES, INC.                  | OFFICE EQUIPMENT       | 0100 | 0000000  | 1,400.74         |
| 5/15/2017 | 0000001695 | 002682     | BENCHMARK EDUCATION COMPANY    | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 1,724.00         |
| 5/15/2017 | 0000001695 | 002682     | BENCHMARK EDUCATION COMPANY    | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 2,462.09         |
| 5/15/2017 | 0000001695 | 002682     | BENCHMARK EDUCATION COMPANY    | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 1,481.56         |
| 5/15/2017 | 0000001695 | 002682     | BENCHMARK EDUCATION COMPANY    | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 408.37           |
| 5/15/2017 | 0000001695 | 002682     | BENCHMARK EDUCATION COMPANY    | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 408.37           |
| 5/15/2017 | 0000001695 | 002682     | BENCHMARK EDUCATION COMPANY    | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 408.37           |
| 5/15/2017 | 0000001696 | 002580     | COOLE SCHOOL                   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 2,467.48         |
| 5/15/2017 | 0000001696 | 002580     | COOLE SCHOOL                   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 43.10            |
| 5/15/2017 | 0000001696 | 002580     | COOLE SCHOOL                   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 420.23           |
| 5/15/2017 | 0000001697 | 0000000092 | SCHOOLMATE                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,187.94         |
| 5/15/2017 | 0000001697 | 0000000092 | SCHOOLMATE                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 169.71           |

| PO Date   | PO No.     | Supplier   | Supplier                       | Supplier | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|------------|--------------------------------|----------|------------------------|------|----------|------------------|
| 5/15/2017 | 0000001698 | 000273     | SCHOLASTIC , INC               |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 876.82           |
| 5/15/2017 | 0000001698 | 000273     | SCHOLASTIC , INC               |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 87.69            |
| 5/15/2017 | 0000001699 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC   |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 2,017.08         |
| 5/15/2017 | 0000001700 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN |          | REGISTRATION FEE       | 0100 | 0000001  | 75.00            |
| 5/15/2017 | 0000001700 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN |          | REGISTRATION FEE       | 0100 | 0000001  | 75.00            |
| 5/15/2017 | 0000001700 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN |          | REGISTRATION FEE       | 0100 | 0000001  | 225.00           |
| 5/15/2017 | 0000001700 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN |          | REGISTRATION FEE       | 0100 | 0000001  | 75.00            |
| 5/15/2017 | 0000001700 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN |          | REGISTRATION FEE       | 0100 | 0000001  | 75.00            |
| 5/15/2017 | 0000001701 | 0000000023 | ESTRELLITA                     |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 3,911.45         |
| 5/15/2017 | 0000001702 | 001906     | LEARNING A-Z                   |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3,228.30         |
| 5/15/2017 | 0000001703 | 001007     | CDE,CASHIER'S OFFICE           |          | CONTRACTED SERVI       | 0100 | 0000000  | 2,655.26         |
| 5/15/2017 | 0000001704 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC   |          | CONTRACTED SERVICES    | 0100 | 0000001  | 10,886.28        |
| 5/15/2017 | 0000001705 | 004215     | DOLINKA GROUP                  |          | PROFESSIONAL SERVICES  | 0100 | 9625000  | 100.63           |
| 5/15/2017 | 0000001706 | 0000000231 | JOSE M. LUQUIN-GONZALEZ        |          | CONTRACTED SERVICES    | 0100 | 0000000  | 2,500.00         |
| 5/15/2017 | 0000001707 | 00069A     | CITY TREASURER                 |          | CONTRACTED SERVICES    | 0100 | 6500000  | 305.00           |
| 5/15/2017 | 0000001708 | 003888     | STANLEY CONVERGENT SECURITY    |          | CONTRACTED SERVICES    | 0100 | 8150000  | 59.00            |
| 5/15/2017 | 0000001709 | 000345     | STANDARD ELECTRONICS           |          | CONTRACTED SERVICES    | 0100 | 8150000  | 142.50           |
| 5/15/2017 | 0000001710 | 000409     | SAN DIEGO UNION-TRIBUNE        |          | CONTRACTED SERVICES    | 0100 | 0000000  | 194.20           |
| 5/15/2017 | 0000001711 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 719.41           |
| 5/15/2017 | 0000001711 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 6,816.00         |
| 5/15/2017 | 0000001711 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 21,264.00        |
| 5/15/2017 | 0000001711 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 2,376.00         |
| 5/15/2017 | 0000001711 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 11,358.00        |
| 5/15/2017 | 0000001712 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 1,405.98         |
| 5/15/2017 | 0000001712 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 13,445.00        |
| 5/15/2017 | 0000001712 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 23,443.00        |
| 5/15/2017 | 0000001712 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 7,590.00         |
| 5/15/2017 | 0000001712 | 004732     | LEAL & TREJO APC               |          | LEGAL FEES             | 0100 | 0000000  | 20,705.00        |
| 5/15/2017 | 0000001713 | 000809     | OFFICE DEPOT                   |          | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 49.52            |
| 5/15/2017 | 0000001716 | 003637     | C.A.S.H.                       |          | DUES & MEMBERSHIPS     | 0100 | 0000000  | 508.00           |
| 5/15/2017 | 0000001717 | 000814     | COUNTY OF SAN DIEGO            |          | CONTRACTED SERVICES    | 0100 | 0000000  | 141.00           |
| 5/15/2017 | 0000001718 | 0000000220 | S&S WELDING CORP               |          | CONTRACTED SERVICES    | 0100 | 8150000  | 978.37           |
| 5/15/2017 | 0000001719 | 004701     | TUCOR INC                      |          | CONTRACTED SERVICES    | 0100 | 8150000  | 620.00           |
| 5/16/2017 | 0000001720 | 000548     | NEXT DAY PRINTED TEES          |          | UNIFORMS               | 0100 | 0300020  | 37.71            |
| 5/16/2017 | 0000001720 | 000548     | NEXT DAY PRINTED TEES          |          | UNIFORMS               | 0100 | 0300020  | 75.43            |
| 5/16/2017 | 0000001720 | 000548     | NEXT DAY PRINTED TEES          |          | UNIFORMS               | 0100 | 0300020  | 19.50            |

| PO Date   | PO No.     | Supplier    | Supplier                 | Supplier | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|-------------|--------------------------|----------|------------------------|------|----------|------------------|
| 5/16/2017 | 0000001720 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 19.50            |
| 5/16/2017 | 0000001720 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 29.25            |
| 5/16/2017 | 0000001720 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 6.87             |
| 5/16/2017 | 0000001720 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 15.09            |
| 5/16/2017 | 0000001721 | 004678      | AMAZON.COM, INC.         |          | OFFICE SUPPLIES        | 0100 | 0000000  | 72.56            |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 37.71            |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 113.14           |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 113.14           |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 98.05            |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 343.18           |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 280.15           |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 49.03            |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 7.00             |
| 5/16/2017 | 0000001722 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 7.00             |
| 5/16/2017 | 0000001723 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 45.52            |
| 5/16/2017 | 0000001723 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 40.41            |
| 5/16/2017 | 0000001723 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 37.71            |
| 5/16/2017 | 0000001723 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 7.97             |
| 5/16/2017 | 0000001723 | 000548      | NEXT DAY PRINTED TEES    |          | UNIFORMS               | 0100 | 0300020  | 10.78            |
| 5/16/2017 | 0000001724 | 003221      | HOUGHTON MIFFLIN COMPANY |          | CONTRACTED SERVICES    | 0100 | 3010000  | 18,021.74        |
| 5/16/2017 | 0000001725 | 000809      | OFFICE DEPOT             |          | OFFICE SUPPLIES        | 0100 | 0000000  | 19.66            |
| 5/16/2017 | 0000001726 | 00000000031 | WILLIAM H. SADLIER, INC  |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 1,614.63         |
| 5/16/2017 | 0000001726 | 00000000031 | WILLIAM H. SADLIER, INC  |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 101.24           |
| 5/16/2017 | 0000001727 | 000336      | MCGRAW-HILL              |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 481.97           |
| 5/16/2017 | 0000001728 | 000273      | SCHOLASTIC, INC          |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 711.15           |
| 5/16/2017 | 0000001728 | 000273      | SCHOLASTIC, INC          |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 711.15           |
| 5/16/2017 | 0000001728 | 000273      | SCHOLASTIC, INC          |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 711.15           |
| 5/16/2017 | 0000001728 | 000273      | SCHOLASTIC, INC          |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 853.38           |
| 5/16/2017 | 0000001728 | 000273      | SCHOLASTIC, INC          |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 619.86           |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 161.63           |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 2,101.13         |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 161.63           |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 1,610.86         |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 490.26           |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 193.95           |
| 5/16/2017 | 0000001729 | 000437      | CURRICULUM ASSOC. INC.   |          | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 1,680.90         |

| PO Date   | PO No.    | Supplier | Supplier                     | PO Ref                  | Fund | Resource | Total by Account |
|-----------|-----------|----------|------------------------------|-------------------------|------|----------|------------------|
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.63           |
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.63           |
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 1,820.98         |
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.63           |
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 2,973.90         |
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 3,469.55         |
| 5/16/2017 | 000001729 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 32.33            |
| 5/17/2017 | 000001730 | 004678   | AMAZON.COM, INC.             | INSTRUCTIONALS SUPPLIES | 0100 | 6500000  | 30.09            |
| 5/17/2017 | 000001730 | 004678   | AMAZON.COM, INC.             | INSTRUCTIONALS SUPPLIES | 0100 | 6500000  | 10.76            |
| 5/17/2017 | 000001730 | 004678   | AMAZON.COM, INC.             | INSTRUCTIONALS SUPPLIES | 0100 | 6500000  | 67.81            |
| 5/17/2017 | 000001730 | 004678   | AMAZON.COM, INC.             | INSTRUCTIONALS SUPPLIES | 0100 | 6500000  | 6.11             |
| 5/17/2017 | 000001730 | 004678   | AMAZON.COM, INC.             | INSTRUCTIONALS SUPPLIES | 0100 | 6500000  | 17.22            |
| 5/17/2017 | 000001731 | 002037   | PERMA BOUND PUB.             | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 7,143.38         |
| 5/17/2017 | 000001731 | 002037   | PERMA BOUND PUB.             | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 5,265.85         |
| 5/17/2017 | 000001731 | 002037   | PERMA BOUND PUB.             | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 1,989.73         |
| 5/17/2017 | 000001731 | 002037   | PERMA BOUND PUB.             | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 3,917.24         |
| 5/17/2017 | 000001732 | 000393   | ATTAINMENT COMPANY, INC.     | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 8,879.07         |
| 5/17/2017 | 000001733 | 002990   | ULINE                        | OFFICE SUPPLIES         | 0100 | 0000000  | 149.06           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.63           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.63           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 204.73           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 102.36           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 102.36           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 102.36           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 307.09           |
| 5/17/2017 | 000001734 | 002711   | ROCHESTER 100 INC.           | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 204.73           |
| 5/17/2017 | 000001735 | 002037   | PERMA BOUND PUB.             | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 24,488.46        |
| 5/17/2017 | 000001736 | 000535   | SCHOOL SPECIALTY             | OFFICE SUPPLIES         | 0100 | 0000000  | 98.59            |
| 5/17/2017 | 000001736 | 000535   | SCHOOL SPECIALTY             | OFFICE SUPPLIES         | 0100 | 0000000  | 37.42            |
| 5/17/2017 | 000001737 | 000809   | OFFICE DEPOT                 | OFFICE SUPPLIES         | 0100 | 0000000  | 59.24            |
| 5/17/2017 | 000001738 | 000437   | CURRICULUM ASSOC. INC.       | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 5,689.22         |
| 5/17/2017 | 000001739 | 002682   | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 1,843.60         |
| 5/17/2017 | 000001740 | 000273   | SCHOLASTIC, INC              | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 2,015.20         |
| 5/17/2017 | 000001741 | 004628   | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 439.62           |
| 5/17/2017 | 000001741 | 004628   | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 554.37           |
| 5/17/2017 | 000001741 | 004628   | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 308.17           |

| PO Date   | PO No.     | Supplier   | Supplier                     | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|------------|------------------------------|------------------------|------|----------|------------------|
| 5/17/2017 | 0000001741 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 591.55           |
| 5/17/2017 | 0000001741 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 756.41           |
| 5/17/2017 | 0000001741 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 685.29           |
| 5/17/2017 | 0000001741 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 478.95           |
| 5/17/2017 | 0000001741 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 590.47           |
| 5/17/2017 | 0000001742 | 002689     | EPS/LITERACY & INTERVENTION  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,611.08         |
| 5/17/2017 | 0000001742 | 002689     | EPS/LITERACY & INTERVENTION  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,879.59         |
| 5/17/2017 | 0000001742 | 002689     | EPS/LITERACY & INTERVENTION  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,879.59         |
| 5/17/2017 | 0000001743 | 002580     | COOLE SCHOOL                 | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,073.19         |
| 5/17/2017 | 0000001743 | 002580     | COOLE SCHOOL                 | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 60.34            |
| 5/17/2017 | 0000001743 | 002580     | COOLE SCHOOL                 | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 17.24            |
| 5/17/2017 | 0000001743 | 002580     | COOLE SCHOOL                 | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 168.09           |
| 5/17/2017 | 0000001744 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,907.18         |
| 5/17/2017 | 0000001744 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,907.18         |
| 5/17/2017 | 0000001744 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,907.18         |
| 5/17/2017 | 0000001744 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 953.59           |
| 5/17/2017 | 0000001745 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 445.01           |
| 5/17/2017 | 0000001745 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 376.05           |
| 5/17/2017 | 0000001745 | 002682     | BENCHMARK EDUCATION COMPANY  | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 376.05           |
| 5/17/2017 | 0000001746 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 308.17           |
| 5/17/2017 | 0000001746 | 004628     | FOLLETT SCHOOL SOLUTIONS,INC | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 805.97           |
| 5/17/2017 | 0000001747 | 0000000258 | ANDERSON'S IT'S ELEMENTARY   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 167.06           |
| 5/17/2017 | 0000001747 | 0000000258 | ANDERSON'S IT'S ELEMENTARY   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 42.01            |
| 5/17/2017 | 0000001747 | 0000000258 | ANDERSON'S IT'S ELEMENTARY   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 74.22            |
| 5/17/2017 | 0000001747 | 0000000258 | ANDERSON'S IT'S ELEMENTARY   | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 20.46            |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 710.99           |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3,875.65         |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 517.09           |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 638.85           |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,301.40         |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 328.10           |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 5,882.70         |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 603.36           |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 12,153.69        |
| 5/17/2017 | 0000001748 | 004560     | US GAMES                     | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 517.07           |

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| PO Date   | PO No.     | Supplier | Supplier               | Supplier | PO Ref                  | Fund | Resource | Total by Account |
|-----------|------------|----------|------------------------|----------|-------------------------|------|----------|------------------|
| 5/17/2017 | 0000001748 | 004560   | US GAMES               |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 1,249.86         |
| 5/17/2017 | 0000001748 | 004560   | US GAMES               |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 81.87            |
| 5/17/2017 | 0000001748 | 004560   | US GAMES               |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 245.54           |
| 5/17/2017 | 0000001748 | 004560   | US GAMES               |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 2,370.49         |
| 5/17/2017 | 0000001749 | 001696   | BLICK ART MATERIALS    |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 2,684.00         |
| 5/17/2017 | 0000001749 | 001696   | BLICK ART MATERIALS    |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 1,225.28         |
| 5/17/2017 | 0000001750 | 000281   | J&E PRO AUDIO LLC      |          | OFFICE SUPPLIES         | 0100 | 0000000  | 53.33            |
| 5/17/2017 | 0000001750 | 000281   | J&E PRO AUDIO LLC      |          | OFFICE SUPPLIES         | 0100 | 0000000  | 64.63            |
| 5/17/2017 | 0000001750 | 000281   | J&E PRO AUDIO LLC      |          | OFFICE SUPPLIES         | 0100 | 0000000  | 1,508.50         |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 269.32           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 536.06           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 21.50            |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 107.70           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 21.50            |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.57           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.57           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 150.80           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 377.07           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 204.67           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 204.67           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 183.12           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 204.67           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 134.63           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 215.45           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 53.82            |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 161.57           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 20.42            |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 20.42            |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 107.70           |
| 5/17/2017 | 0000001751 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 3010000  | 296.31           |
| 5/17/2017 | 0000001752 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 515.91           |
| 5/17/2017 | 0000001752 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 614.01           |
| 5/17/2017 | 0000001752 | 000146   | LAKESHORE              |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 150.80           |
| 5/17/2017 | 0000001753 | 000146   | LAKESHORE              |          | INSTRUCTIONALS SUPPLIES | 0100 | 0000000  | 754.14           |
| 5/17/2017 | 0000001754 | 000437   | CURRICULUM ASSOC. INC. |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 4,902.63         |
| 5/17/2017 | 0000001754 | 000437   | CURRICULUM ASSOC. INC. |          | INSTRUCTIONAL SUPPLIES  | 0100 | 0000000  | 3,394.13         |

| PO Date   | PO No.     | Supplier | Supplier               | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|----------|------------------------|------------------------|------|----------|------------------|
| 5/17/2017 | 0000001754 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 2,909.25         |
| 5/17/2017 | 0000001754 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 290.93           |
| 5/17/2017 | 0000001754 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 3,200.18         |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 167.44           |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 91.53            |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 67.83            |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 67.83            |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 91.53            |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 95.84            |
| 5/17/2017 | 0000001755 | 001238   | GOPHER SPORT           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 67.83            |
| 5/18/2017 | 0000001757 | 000146   | LAKESHORE              | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 361.91           |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 64.65            |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 840.45           |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 969.75           |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 2,055.87         |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 2,133.45         |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 113.14           |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 75.43            |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,163.70         |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,163.70         |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 75.43            |
| 5/18/2017 | 0000001758 | 000437   | CURRICULUM ASSOC. INC. | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,008.54         |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 96.98            |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 309.30           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 73.67            |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 781.62           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 394.90           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 129.19           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 22.93            |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 114.06           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 546.13           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 1,222.05         |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 108.22           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 148.05           |
| 5/18/2017 | 0000001759 | 000136   | WAXIE SANITARY SUPPLY  | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 108.22           |
| 5/18/2017 | 0000001760 | 004748   | THE MARKETBOARD PEOPLE | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,115.21         |

| PO Date   | PO No.     | Supplier   | Supplier                    | Supplier | PO Ref                    | Fund | Resource | Total by Account |
|-----------|------------|------------|-----------------------------|----------|---------------------------|------|----------|------------------|
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 1,072.11         |
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 544.98           |
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 544.98           |
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 544.98           |
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 689.43           |
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 1,233.74         |
| 5/18/2017 | 0000001761 | 000146     | LAKESHORE                   |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 603.23           |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 2,665.63         |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 151.90           |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 51.70            |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 734.69           |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 734.69           |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 1,243.33         |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 51.70            |
| 5/18/2017 | 0000001762 | 0000000031 | WILLIAM H. SADLIER, INC     |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 77.55            |
| 5/18/2017 | 0000001763 | 002682     | BENCHMARK EDUCATION COMPANY |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 213.35           |
| 5/18/2017 | 0000001763 | 002682     | BENCHMARK EDUCATION COMPANY |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 572.15           |
| 5/18/2017 | 0000001763 | 002682     | BENCHMARK EDUCATION COMPANY |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 953.59           |
| 5/18/2017 | 0000001763 | 002682     | BENCHMARK EDUCATION COMPANY |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 381.44           |
| 5/18/2017 | 0000001764 | 000273     | SCHOLASTIC, INC             |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 1,612.21         |
| 5/18/2017 | 0000001764 | 000273     | SCHOLASTIC, INC             |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 339.41           |
| 5/18/2017 | 0000001764 | 000273     | SCHOLASTIC, INC             |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 339.41           |
| 5/18/2017 | 0000001764 | 000273     | SCHOLASTIC, INC             |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 367.70           |
| 5/18/2017 | 0000001765 | 000273     | SCHOLASTIC, INC             |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 464.83           |
| 5/18/2017 | 0000001766 | 001958     | LLOYD PEST CONTROL CO.      |          | CONTRACTED SERVICES       | 0100 | 8150000  | 650.00           |
| 5/18/2017 | 0000001767 | 000675     | ROYAL LINES                 |          | CONTRACTED TRANSPORTATION | 0100 | 0000000  | 2,070.00         |
| 5/18/2017 | 0000001768 | 004748     | THE MARKETBOARD PEOPLE      |          | INSTRUCTION SUPPLIES      | 0100 | 0000000  | 3,413.52         |
| 5/18/2017 | 0000001768 | 004748     | THE MARKETBOARD PEOPLE      |          | INSTRUCTION SUPPLIES      | 0100 | 0000000  | 4,266.90         |
| 5/18/2017 | 0000001769 | 004678     | AMAZON.COM, INC.            |          | OFFICE SUPPLIES           | 0100 | 0000000  | 592.60           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 307.09           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 190.24           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 152.23           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 103.14           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 290.93           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 280.15           |
| 5/18/2017 | 0000001770 | 0000000100 | ROGUE FITNESS               |          | INSTRUCTIONAL SUPPLIES    | 0100 | 0000000  | 301.70           |

| PO Date   | PO No.    | Supplier   | Supplier              | PO Ref                 | Fund | Resource | Total by Account |
|-----------|-----------|------------|-----------------------|------------------------|------|----------|------------------|
| 5/18/2017 | 000001770 | 0000000100 | ROGUE FITNESS         | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 230.59           |
| 5/18/2017 | 000001770 | 0000000100 | ROGUE FITNESS         | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 98.59            |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 246.75           |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.88            |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.88            |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 214.42           |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 220.89           |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 225.20           |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 246.75           |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 53.88            |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 225.20           |
| 5/18/2017 | 000001771 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 275.84           |
| 5/18/2017 | 000001772 | 000535     | SCHOOL SPECIALTY      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,293.00         |
| 5/18/2017 | 000001773 | 004803     | ALAS                  | DUES & MEMBERSHIP      | 0100 | 0000000  | 350.00           |
| 5/18/2017 | 000001774 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 1,640.60         |
| 5/18/2017 | 000001775 | 004678     | AMAZON.COM, INC.      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 255.31           |
| 5/18/2017 | 000001775 | 004678     | AMAZON.COM, INC.      | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 298.68           |
| 5/18/2017 | 000001776 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 275.84           |
| 5/18/2017 | 000001776 | 000273     | SCHOLASTIC, INC       | INSTRUCTIONAL SUPPLIES | 0100 | 3010000  | 275.84           |
| 5/18/2017 | 000001777 | 002037     | PERMA BOUND PUB.      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 12,992.38        |
| 5/18/2017 | 000001779 | 004678     | AMAZON.COM, INC.      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 1,291.92         |
| 5/18/2017 | 000001780 | 000809     | OFFICE DEPOT          | OFFICE SUPPLIES        | 0100 | 0000000  | 428.85           |
| 5/18/2017 | 000001780 | 000809     | OFFICE DEPOT          | OFFICE SUPPLIES        | 0100 | 0000000  | 64.62            |
| 5/18/2017 | 000001780 | 000809     | OFFICE DEPOT          | OFFICE SUPPLIES        | 0100 | 0000000  | 64.62            |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 390.81           |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 42.94            |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 111.41           |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 70.31            |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 179.05           |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 510.74           |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 854.89           |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 77.63            |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 227.98           |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 56.63            |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 54.11            |
| 5/18/2017 | 000001781 | 000136     | WAXIE SANITARY SUPPLY | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 98.70            |

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| PO Date   | PO No.     | Supplier   | Supplier                       | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|------------|--------------------------------|------------------------|------|----------|------------------|
| 5/18/2017 | 0000001781 | 000136     | WAXIE SANITARY SUPPLY          | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 61.33            |
| 5/18/2017 | 0000001782 | 003529     | WESTERN GRAPHIX                | OFFICE SUPPLIES        | 0100 | 0982000  | 479.49           |
| 5/18/2017 | 0000001783 | 004043     | AMERICAN FIDELITY              | CONTRACTED SERVICES    | 0100 | 0000000  | 1,298.21         |
| 5/18/2017 | 0000001784 | 004864     | DOUGS SCHOOL BUS SAFETY &      | CONTRACTED SERVICES    | 0100 | 0982000  | 1,075.00         |
| 5/18/2017 | 0000001785 | 0000000077 | AZTEC CONTAINER                | EQUIPMENT              | 0100 | 8150000  | 2,456.70         |
| 5/18/2017 | 0000001786 | 004747     | PRINCIPAL'S EXCHANGE           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 193.95           |
| 5/18/2017 | 0000001786 | 004747     | PRINCIPAL'S EXCHANGE           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 193.95           |
| 5/18/2017 | 0000001788 | 001178     | SAN DIEGO COUNTY               | OFFICE SUPPLIES        | 0100 | 0000000  | 549.53           |
| 5/18/2017 | 0000001788 | 001178     | SAN DIEGO COUNTY               | OFFICE SUPPLIES        | 0100 | 0000000  | 366.35           |
| 5/18/2017 | 0000001788 | 001178     | SAN DIEGO COUNTY               | OFFICE SUPPLIES        | 0100 | 0000000  | 732.70           |
| 5/19/2017 | 0000001789 | 002153     | HARBOR FREIGHT TOOLS           | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 22.55            |
| 5/19/2017 | 0000001790 | 002938     | PAR                            | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 155.16           |
| 5/19/2017 | 0000001790 | 002938     | PAR                            | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 67.88            |
| 5/19/2017 | 0000001790 | 002938     | PAR                            | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 565.69           |
| 5/19/2017 | 0000001790 | 002938     | PAR                            | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 76.50            |
| 5/19/2017 | 0000001791 | 000437     | CURRICULUM ASSOC. INC.         | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 386.82           |
| 5/19/2017 | 0000001791 | 000437     | CURRICULUM ASSOC. INC.         | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 1,504.19         |
| 5/19/2017 | 0000001792 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN | REGISTRATION FEE       | 0100 | 0000000  | 45.00            |
| 5/19/2017 | 0000001792 | 003311     | SAN DIEGO COUNTY SUPERINTENDEN | REGISTRATION FEE       | 0100 | 0000000  | 45.00            |
| 5/22/2017 | 0000001793 | 004667     | SMARTDRAW SOFTWARE, LLC        | CONTRACTED SERVICES    | 0100 | 0000000  | 99.00            |
| 5/22/2017 | 0000001794 | 000146     | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 160.55           |
| 5/22/2017 | 0000001794 | 000146     | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 6500000  | 48.48            |
| 5/22/2017 | 0000001795 | 0000000240 | KAGAN PROFESSIONALDEVELOPMENT  | REGISTRATION FEE       | 0100 | 4035000  | 1,400.00         |
| 5/23/2017 | 0000001796 | 004571     | DOMTAR PAPER CO. LLC           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 5,689.20         |
| 5/23/2017 | 0000001797 | 004571     | DOMTAR PAPER CO. LLC           | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 10,667.25        |
| 5/23/2017 | 0000001798 | 002308     | PRO ED                         | OFFICE SUPPLIES        | 0100 | 6500000  | 88.36            |
| 5/23/2017 | 0000001801 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 15.07            |
| 5/23/2017 | 0000001801 | 000809     | OFFICE DEPOT                   | OFFICE SUPPLIES        | 0100 | 0000000  | 75.61            |
| 5/24/2017 | 0000001802 | 000379     | HAWTHORNE MACHINERY            | CONTRACTED SERVICES    | 0100 | 0982000  | 1,063.57         |
| 5/24/2017 | 0000001803 | 0000000213 | ALFONSO V ERDMANN - BALTAZAR   | PROFESSIONAL SERVICES  | 0100 | 0000000  | 2,000.00         |
| 5/24/2017 | 0000001804 | 0000000213 | ALFONSO V ERDMANN - BALTAZAR   | PROFESSIONAL SERVICES  | 0100 | 6500000  | 180.00           |
| 5/24/2017 | 0000001805 | 000584     | SWEETWATER UNION HIGH          | CONTRACTED SERVICES    | 0100 | 0000001  | 5,750.00         |
| 5/24/2017 | 0000001807 | 000675     | ROYAL LINES                    | CONTRACTED SERVICES    | 0100 | 0300486  | 2,070.00         |
| 5/24/2017 | 0000001808 | 004747     | PRINCIPAL'S EXCHANGE           | CONTRACTED SERVICES    | 0100 | 3010000  | 15,000.00        |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 69.11            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 30.69            |

| PO Date   | PO No.     | Supplier   | Supplier                        | PO Ref                 | Fund | Resource | Total by Account |
|-----------|------------|------------|---------------------------------|------------------------|------|----------|------------------|
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 122.80           |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 24.53            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 46.03            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 40.92            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 45.00            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 36.82            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 35.77            |
| 5/24/2017 | 0000001809 | 000146     | LAKESHORE                       | INSTRUCTIONAL SUPPLIES | 0100 | 0000000  | 34.78            |
| 5/24/2017 | 0000001810 | 000809     | OFFICE DEPOT                    | OFFICE SUPPLIES        | 0100 | 0000000  | 122.73           |
| 5/24/2017 | 0000001810 | 000809     | OFFICE DEPOT                    | OFFICE SUPPLIES        | 0100 | 0000000  | 2,049.94         |
| 5/24/2017 | 0000001811 | 000809     | OFFICE DEPOT                    | OFFICE SUPPLIES        | 0100 | 0000000  | 112.60           |
| 5/25/2017 | 0000001812 | 001161     | HOME DEPOT                      | OFFICE SUPPLIES        | 0100 | 0000000  | 5,598.12         |
| 5/25/2017 | 0000001813 | 001079     | PENSKE TRUCK LEASING            | RENT EQUIPMENT         | 0100 | 8150000  | 3,000.00         |
| 5/25/2017 | 0000001814 | 0000000245 | OFFICESUPPLY.COM                | OFFICE SUPPLIES        | 0100 | 0000000  | 2,451.67         |
| 5/25/2017 | 0000001815 | 0000000260 | SAN DIEGO FLORIST SUPPLIES, INC | MAINTENANCE SUPPLIES   | 0100 | 0000000  | 269.12           |
| 5/26/2017 | 0000001816 | 0000000048 | RAPHAELS PARTY RENTALS INC.     | CONTRACTED SERVICES    | 0100 | 0000000  | 350.00           |
| 5/30/2017 | 0000001817 | 001642     | HANDY METAL MART                | CONTRACTED SERVICES    | 0100 | 0000000  | 27.12            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | GROUND SUPPLIES        | 0100 | 0000000  | 88.62            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 49.46            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 113.27           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 110.34           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 228.95           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 78.93            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 134.09           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 51.68            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 36.97            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 106.63           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 134.99           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 313.00           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 112.84           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 41.34            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 171.10           |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 1,021.47         |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 18.79            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 11.96            |
| 5/30/2017 | 0000001818 | 000136     | WAXIE SANITARY SUPPLY           | CUSTODIAL SUPPLIES     | 0100 | 0000000  | 14.71            |



| PO Date   | PO No.     | Supplier    | Supplier                       | PO Ref                 | Fund | Resource              | Total by Account  |
|-----------|------------|-------------|--------------------------------|------------------------|------|-----------------------|-------------------|
| 5/31/2017 | 0000001835 | 001725      | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 00000000              | 323.09            |
| 5/31/2017 | 0000001835 | 001725      | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 00000000              | 323.09            |
| 5/31/2017 | 0000001835 | 001725      | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 00000000              | 215.39            |
| 5/31/2017 | 0000001835 | 001725      | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 00000000              | 140.02            |
| 5/31/2017 | 0000001835 | 001725      | SPINITAR/PRESENTATION PRODUCTS | OFFICE SUPPLIES        | 0100 | 00000000              | 140.02            |
| 6/1/2017  | 0000001838 | 0000000026  | SDSU RESEARCH FOUNDATION/PLTW  | REGISTRATION FEES      | 0100 | 40350000              | 3,100.00          |
| 6/1/2017  | 0000001838 | 0000000026  | SDSU RESEARCH FOUNDATION/PLTW  | REGISTRATION FEES      | 0100 | 40350000              | 3,100.00          |
| 6/1/2017  | 0000001838 | 0000000026  | SDSU RESEARCH FOUNDATION/PLTW  | REGISTRATION FEES      | 0100 | 40350000              | 3,000.00          |
| 6/1/2017  | 0000001839 | 00000000262 | C&M RELOCATION SYSTEMS INC.    | CONTRACTED SERVICES    | 0100 | 00000000              | 125,761.48        |
| 6/1/2017  | 0000001839 | 00000000262 | C&M RELOCATION SYSTEMS INC.    | CONTRACTED SERVICES    | 0100 | 00000000              | 50,304.52         |
|           |            |             |                                |                        |      | <b>Total for 0100</b> | <b>815,140.73</b> |
| 5/15/2017 | 0000001714 | 004866      | COTHRINE TRAINING SERVICES     | CONTRACTED SERVICES    | 1200 | 90100000              | 6,021.00          |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 2,255.21          |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 278.00            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 387.80            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 484.78            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 484.78            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 86.16             |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 241.27            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 263.91            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 148.63            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 2,608.63          |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 770.95            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 258.51            |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 86.11             |
| 5/17/2017 | 0000001756 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 90240000              | 77.49             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 278.00            |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 43.09             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 77.49             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 53.86             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 53.86             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 21.54             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 53.86             |
| 5/18/2017 | 0000001778 | 000146      | LAKESHORE                      | INSTRUCTIONAL SUPPLIES | 1200 | 52100000              | 1,031.17          |

| PO Date        | PO No.     | Supplier   | Supplier                         | PO Ref                 | Fund | Resource | Total by Account |
|----------------|------------|------------|----------------------------------|------------------------|------|----------|------------------|
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 129.28           |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 60.32            |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 37.70            |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 182.10           |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 160.55           |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 99.09            |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 289.85           |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 516.12           |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 85.66            |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 64.63            |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 21.53            |
| 5/18/2017      | 0000001778 | 000146     | LAKESHORE                        | INSTRUCTIONAL SUPPLIES | 1200 | 5210000  | 19.37            |
| 5/31/2017      | 0000001828 | 004678     | AMAZON.COM, INC.                 | OFFICE SUPPLIES        | 1200 | 9024000  | 226.15           |
| 5/31/2017      | 0000001829 | 004678     | AMAZON.COM, INC.                 | INSTRUCTIONAL SUPPLIES | 1200 | 9024000  | 49.57            |
| 5/31/2017      | 0000001837 | 000273     | SCHOLASTIC, INC                  | INSTRUCTIONAL SUPPLIES | 1200 | 9024000  | 1,725.35         |
| Total for 1200 |            |            |                                  |                        |      |          | 19,733.37        |
| 5/24/2017      | 0000001806 | 002836     | WESTAIR GASES & EQUIPMENT INC    | CAFETERIA SUPPLIES     | 1300 | 5310000  | 675.53           |
| 5/31/2017      | 0000001826 | 0000000261 | ATMOSPHERE CONSTRUCTION & DESIGN | CONTRACTED SERVICES    | 1300 | 5310000  | 3,500.00         |
| 5/31/2017      | 0000001836 | 001007     | CDE,CASHIER'S OFFICE             | CAFETERIA FOOD         | 1300 | 5310000  | 780.00           |
| Total for 1300 |            |            |                                  |                        |      |          | 4,955.53         |
| 5/10/2017      | 0000001665 | 003947     | MANZANA ENERGY INC               | CONTRACTED SERVICES    | 2110 | 9010000  | 2,376,291.52     |
| 5/15/2017      | 0000001711 | 004732     | LEAL & TREJO APC                 | LEGAL FEES             | 2110 | 9010000  | 13,490.00        |
| 5/15/2017      | 0000001712 | 004732     | LEAL & TREJO APC                 | LEGAL FEES             | 2110 | 9010000  | 10,940.00        |
| 5/15/2017      | 0000001715 | 004822     | CALIFORNIA FINANCIAL SERVICES    | PROFESSIONAL SERVICES  | 2110 | 9010000  | 30,000.00        |
| 5/23/2017      | 0000001799 | 000012     | CULVER-NEWLIN INC.               | EQUIPMENT              | 2110 | 9010000  | 512,342.31       |
| 5/23/2017      | 0000001800 | 000012     | CULVER-NEWLIN INC.               | EQUIPMENT              | 2110 | 9010000  | 738,821.82       |
| 6/1/2017       | 0000001840 | 0000000232 | GEORGE DONNELLY TESTING          | CONTRACTED SERVICES    | 2110 | 9010000  | 2,500.00         |
| 6/1/2017       | 0000001840 | 0000000232 | GEORGE DONNELLY TESTING          | CONTRACTED SERVICES    | 2110 | 9010000  | 2,500.00         |
| Total for 2110 |            |            |                                  |                        |      |          | 3,686,885.65     |
| 5/30/2017      | 0000001823 | 004822     | CALIFORNIA FINANCIAL SERVICES    | PROFESSIONAL SERVICES  | 4901 | 9010000  | 3,000.00         |

| PO Date      | PO No.     | Supplier | Supplier                      | PO Ref                | Fund | Resource | Total by Account |
|--------------|------------|----------|-------------------------------|-----------------------|------|----------|------------------|
| 5/30/2017    | 0000001823 | 004822   | CALIFORNIA FINANCIAL SERVICES | PROFESSIONAL SERVICES | 4902 | 9010000  | 3,000.00         |
| 5/30/2017    | 0000001823 | 004822   | CALIFORNIA FINANCIAL SERVICES | PROFESSIONAL SERVICES | 4903 | 9010000  | 4,000.00         |
| Total for 49 |            |          |                               |                       |      |          | 10,000.00        |
| Totals       |            |          |                               |                       |      |          | 4,536,715.28     |

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**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 May 03, 2017 through May 24, 2017. Listing sheets #1034 through #1050. Payments were made with checks #14-253865 through #14-264013 for a total expenditure of \$3,530,723.33 from the following sources:

General Fund - \$931,134.24  
Child Development Fund- \$14,941.29  
Cafeteria Fund - \$112,954.67  
Building Fund- \$2,471,693.13

**RECOMMENDATION:**

Approve/Ratify the expenditures incurred by the District during the period of May 3, 2017 through May 24, 2017. Listing sheets #1034 through #1050. Payments were made with checks #14-253865 through #14-264013 for a total expenditure of \$3,530,723.33.

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Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: *JFM*

Financial Implications?

Are funds for this item included in the 2016-2017 Budget?

Requisition #

Yes     No

Yes     No

\$3,530,723.33  
(Amount)

As listed above  
(Name of funding source and/or location)

--  
(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

**03300: San Ysidro 2017-05-03**

| Vendor                                | Warrant  | Warrant Amount | Invoice Id                | Invoice Amount | PO Id       | Distribution Amount | Fund | Resource | Goal | Func | Object  | Site | Op Unit | PY |
|---------------------------------------|----------|----------------|---------------------------|----------------|-------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000000035 - TAQUIZAS LOS CHUCHYS      | 14253865 | 511.81         | SYMS                      | 511.81         | 00000015 99 | 511.81              | 0100 | 0300008  | 1110 | 1000 | 4300015 | 022  |         |    |
| 000000068 - P.I.P.S.                  | 14253866 | 57,539.75      | 188380                    | 57,539.75      | 00000004 71 | 57,539.75           | 0100 | 0000000  |      |      | 9910360 |      |         |    |
| 000000074 - MTGL INC                  | 14253867 | 2,538.00       | 0055822                   | 2,538.00       | 00000015 67 | 2,538.00            | 0100 | 8450000  | 0000 | 8100 | 5600005 | 070  |         |    |
| 000000089 - BMR HEALTH SERVICES, INC  | 14253868 | 12,000.00      | 2257                      | 12,000.00      | 00000004 09 | 12,000.00           | 0100 | 6500000  | 5001 | 3900 | 5800010 | 052  |         |    |
| 000000107 - CAROLYN KARINEN           | 14253869 | 12,000.00      | 2009                      | 12,000.00      | 00000006 12 | 12,000.00           | 0100 | 6500000  | 5770 | 1190 | 5800010 | 054  |         |    |
| 000000143 - DARCY MORALES MONGE       | 14253870 | 6,000.00       | APRIL 2017                | 6,000.00       | 00000013 98 | 6,000.00            | 0100 | 6500000  | 5770 | 1190 | 5800010 | 054  |         |    |
| 000000184 - S&S BAKERY, INC.          | 14253871 | 961.88         | 943409                    | 899.60         | 00000012 71 | 899.60              | 1300 | 5310000  | 0000 | 3700 | 4700001 | 085  |         |    |
| 000000184 - S&S BAKERY, INC.          | 14253871 | 961.88         | 943713                    | 62.28          | 00000015 88 | 62.28               | 1300 | 5310000  | 0000 | 3700 | 4300028 | 085  |         |    |
| 000000219 - THE TOY NETWORK           | 14253872 | 142.50         | IN3689432                 | 142.50         | 00000014 46 | 142.50              | 0100 | 0300477  | 1110 | 1000 | 4300001 | 016  |         |    |
| 000000227 - GOLD STAR FOODS           | 14253873 | 80,608.41      | 1991850                   | 80,608.41      | 00000015 72 | 80,608.41           | 1300 | 5310000  | 0000 | 3700 | 4700001 | 085  |         |    |
| 000067 - SAN DIEGO GAS & ELECTRIC     | 14253874 | 21,348.17      | APRIL 2017                | 21,348.17      | 00000001 99 | 21,212.39           | 0100 | 0000000  | 0000 | 8200 | 5500001 | 069  |         |    |
| 000067 - SAN DIEGO GAS & ELECTRIC     | 14253874 | 21,348.17      | APRIL 2017                | 21,348.17      | 00000001 99 | 135.78              | 0100 | 0000000  | 0000 | 8200 | 5500002 | 069  |         |    |
| 000136 - WAXIE SANITARY SUPPLY        | 14253875 | 62.80          | PO#1419                   | 62.80          | 00000014 19 | 62.80               | 0100 | 0300070  | 0000 | 8200 | 4300020 | 069  |         |    |
| 000258 - PARADIGM HEALTHCARE SERVICES | 14253876 | 500.00         | SMAA004 982               | 500.00         | 00000004 05 | 500.00              | 0100 | 0490000  | 0000 | 3140 | 5800010 | 052  |         |    |
| 000343 - PAMELA L. MCDANIEL           | 14253877 | 2,225.00       | APRIL 2017                | 2,225.00       | 00000004 50 | 2,225.00            | 0100 | 6500000  | 5770 | 1190 | 5800010 | 054  |         |    |
| 000717 - HOLLANDIA DAIRY INC.         | 14253878 | 10,935.00      | 2012067                   | 10,935.00      | 00000002 99 | 10,935.00           | 1300 | 5310000  | 0000 | 3700 | 4700001 | 085  |         |    |
| 000717 - REFREGGERATION SUPPLIES      | 14253879 | 466.15         | 61128792-00 & 61128757-00 | 466.15         | 00000002 34 | 466.15              | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 000809 - OFFICE DEPOT                 | 14253880 | 137.61         | PO#1522                   | 54.93          | 00000015 22 | 22.62               | 0100 | 0000000  | 0000 | 7200 | 4300011 | 062  |         |    |

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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 |
|--|----------|----------------|---------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000809 - OFFICE DEPOT                    | 14253880 | 137.61         | PO#1522       | 54.93          | 00000015<br>22 | 32.31               | 0100 | 0000000  | 0000 | 7200 | 4300011 | 062  |         |    |
| 000809 - OFFICE DEPOT                    | 14253880 | 137.61         | PO#1543       | 82.68          | 00000015<br>43 | 22.51               | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 000809 - OFFICE DEPOT                    | 14253880 | 137.61         | PO#1543       | 82.68          | 00000015<br>43 | 29.68               | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 000809 - OFFICE DEPOT                    | 14253880 | 137.61         | PO#1543       | 82.68          | 00000015<br>43 | 30.49               | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 000829 - SIMPLEXGRINNELL LP              | 14253881 | 1,766.12       | 83591553      | 1,766.12       | 00000003<br>26 | 1,766.12            | 1300 | 5310000  | 0000 | 3700 | 5800010 | 085  |         |    |
| 001438 - REPUBLIC SERVICES               | 14253882 | 12,276.60      | APRIL 2017    | 12,276.60      | 00000001<br>97 | 12,276.60           | 0100 | 0000000  | 0000 | 8200 | 5500005 | 069  |         |    |
| 001725 - SPINITAR/PRESENTA TION PRODUCTS | 14253883 | 3,814.75       | 357368        | 3,814.75       | 00000015<br>42 | 3,814.75            | 0100 | 0000000  | 1110 | 1000 | 4300004 | 018  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 12.93               | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 20.20               | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 29.06               | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 43.05               | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 74.88               | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 86.20               | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 145.46              | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.       | 14253884 | 648.83         | IN0594094     | 648.83         | 00000015<br>41 | 237.05              | 0100 | 0000000  | 1110 | 1000 | 4300010 | 020  |         |    |
| 001845 - FERGUSON ENTERPRISES,INC#1 350  | 14253885 | 326.22         | 4605160       | 163.11         | 00000002<br>79 | 163.11              | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 001845 - FERGUSON ENTERPRISES,INC#1 350  | 14253885 | 326.22         | 4587477       | 163.11         | 00000002<br>79 | 163.11              | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 002100 - ASELTIME SCHEDULE               | 14253886 | 12,800.40      | APRIL 2017    | 12,800.40      | 00000004<br>51 | 12,800.40           | 0100 | 6500000  | 5750 | 1180 | 5800009 | 054  |         |    |
| 002100 - ASELTIME SCHEDULE               | 14253887 | 1,926.50       | 5261 & 5277   | 1,926.50       | 00000015<br>65 | 1,926.50            | 2110 | 9010000  | 0000 | 8100 | 5800010 | 064  |         |    |
| 002400 - CHINAS CORPORATION NO. 3        | 14253888 | 1,264.53       | 69433483<br>1 | 1,264.53       | 00000004<br>56 | 1,264.53            | 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 | Func | Object  | Site | Op Unit | PY |
|--|----------|----------------|------------------------------|----------------|-------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 002578 - CLARK SECURITY PRODUCTS       | 14253889 | 92.08          | 18K-249566 & 18K-249709      | 92.08          | 00000002 69 | 92.08               | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 002770 - FLEETWASH INC                 | 14253890 | 386.38         | X-1020736                    | 386.38         | 00000005 62 | 386.38              | 0100 | 0982000  | 0000 | 3600 | 5600005 | 074  |         |    |
| 002771 - SMART & FINAL                 | 14253891 | 811.02         | WATER                        | 666.00         | 00000013 08 | 666.00              | 0100 | 0000000  | 0000 | 7200 | 4300011 | 071  |         |    |
| 002771 - SMART & FINAL                 | 14253891 | 811.02         | SMART FINAL                  | 145.02         | 00000007 21 | 42.19               | 0100 | 0000000  | 0000 | 7100 | 4300015 | 064  |         |    |
| 002771 - SMART & FINAL                 | 14253891 | 811.02         | SMART FINAL                  | 145.02         | 00000007 21 | 102.83              | 0100 | 0000000  | 0000 | 7100 | 4300015 | 064  |         |    |
| 002976 - FEDEX                         | 14253892 | 57.21          | 5-777-78318                  | 57.21          | 00000004 60 | 57.21               | 0100 | 6500000  | 5001 | 3900 | 5900012 | 054  |         |    |
| 003144 - HOTSYS EQUIPMENT COMPANY      | 14253893 | 22.66          | JKL17-1371                   | 22.66          | 00000014 87 | 22.66               | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 003145 - VALLEY INDUSTRIAL SPECIALTIES | 14253894 | 151.49         | A240082 & A239986            | 151.49         | 00000002 38 | 151.49              | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 003766 - MICHAEL BAKER INTERNATIONAL   | 14253895 | 1,574.32       | 976116                       | 1,574.32       | 00000003 86 | 1,574.32            | 2110 | 9010000  | 0000 | 8100 | 5800010 | 025  |         |    |
| 003909 - TEAMTALK NETWORK              | 14253896 | 298.36         | 052874                       | 298.36         | 00000004 82 | 298.36              | 0100 | 0982000  | 0000 | 3600 | 5600005 | 074  |         |    |
| 003935 - AMS - ACOUSTICAL MATERIAL     | 14253897 | 320.51         | 16132668-00                  | 320.51         | 00000010 58 | 320.51              | 0100 | 9625000  | 0000 | 8500 | 6200001 | 071  |         |    |
| 004323 - MCGREGOR AND ASSOCIATED       | 14253898 | 437.75         | CA SY1705                    | 437.75         | 00000003 07 | 437.75              | 0100 | 0300100  | 0000 | 7200 | 5600005 | 071  |         |    |
| 004398 - AMERICAN PRODUCE DISTRIBUTORS | 14253899 | 8,718.70       | 17042105 2                   | 150.50         | 00000002 60 | 150.50              | 1300 | 5310000  | 0000 | 3700 | 4700002 | 085  |         |    |
| 004398 - AMERICAN PRODUCE DISTRIBUTORS | 14253899 | 8,718.70       | 17041401 1                   | 8,568.20       | 00000002 35 | 8,568.20            | 1300 | 5310000  | 0000 | 3700 | 4700001 | 085  |         |    |
| 004426 - SOUTHERN CALIFORNIA TRANE     | 14253900 | 143.60         | 2366752                      | 143.60         | 00000002 89 | 143.60              | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 004459 - BEST PLUMBING SPECIALTIES INC | 14253901 | 1,294.14       | 5707685 - 5709549 - 57083337 | 1,294.14       | 00000014 60 | 1,294.14            | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 004462 - GALASSO'S BAKERY              | 14253902 | 2,344.42       | 47217107 06                  | 2,344.42       | 00000003 23 | 2,344.42            | 1300 | 5310000  | 0000 | 3700 | 4700001 | 085  |         |    |
| 004465 - GREGORY MARK                  | 14253903 | 3,432.00       | APRIL 2017                   | 3,432.00       | 00000003 94 | 3,432.00            | 0100 | 6500000  | 5770 | 1190 | 5800010 | 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 |
|-----------------------------------|----------|----------------|-----------------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 004571 - DOMTAR PAPER CO. LLC     | 14253904 | 5,689.20       | 1330927               | 5,689.20       | 0000001507 | 5,689.20            | 0100 | 00000000 |      |      | 9320000 |      |         |    |
| 004578 - STAFF REHAB              | 14253905 | 8,400.00       | SS-2933 & SS-2787     | 5,400.00       | 0000000590 | 5,400.00            | 0100 | 65000000 | 5770 | 1190 | 5800010 | 054  |         |    |
| 004578 - STAFF REHAB              | 14253905 | 8,400.00       | SS-2676               | 3,000.00       | 0000000590 | 3,000.00            | 0100 | 65000000 | 5770 | 1190 | 5800010 | 054  |         |    |
| 004850 - ABA EDUCATION FOUNDATION | 14253906 | 50.00          | 825328                | 50.00          | 0000001333 | 50.00               | 0100 | 65000000 | 5770 | 1190 | 5800010 | 054  |         |    |
| 01641A - XEROX CORPORATION        | 14253907 | 5,485.03       | 089035013 & 089035015 | 5,120.98       | 0000001475 | 5,120.98            | 0100 | 00000000 | 0000 | 7200 | 5600020 | 071  |         |    |
| 01641A - XEROX CORPORATION        | 14253907 | 5,485.03       | 089035014             | 364.05         | 0000001474 | 364.05              | 0100 | 00000000 | 0000 | 7200 | 5600020 | 071  |         |    |
| 03146A - STOTZ EQUIPMENT          | 14253908 | 1,620.00       | W07927                | 1,620.00       | 0000001221 | 1,620.00            | 0100 | 03000070 | 0000 | 8200 | 5600005 | 069  |         |    |

Business Unit Total: \$284,129.90

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2017-05-02

03300: San Ysidro

| Vendor                                      | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id          | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|---|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000006 - K & M Foodservice               | 14253299 | 2,998.28       | 2386981    | 2,998.28       | 00000002<br>28 | 2,998.28            | 1300 | 5310000  | 0000 | 3700  | 4700001 | 085  |         |    |
| 000000009 - CATALINA OFFSHORE PRODUCTS, INC | 14253300 | 1,000.00       | 446892     | 1,000.00       | 00000002<br>12 | 1,000.00            | 1300 | 5310000  | 0000 | 3700  | 4700001 | 085  |         |    |
| 000000010 - SELECTA INTERNATIONAL           | 14253301 | 135.00         | 036585     | 135.00         | 00000002<br>30 | 135.00              | 1300 | 5310000  | 0000 | 3700  | 4700001 | 085  |         |    |
| 004091 - PRUDENTIAL OVERALL SUPPLY          | 14253302 | 430.00         | 30652741   | 430.00         | 00000005<br>86 | 430.00              | 1300 | 5310000  | 0000 | 3700  | 5600005 | 085  |         |    |
| 004900 - ANTONIO RAMIREZ                    | 14253303 | 727.60         | MARCH 2017 | 727.60         |                | 727.60              | 0100 | 6500000  | 5001 | 3900  | 5200002 | 054  |         |    |

Business Unit Total: \$5,290.88

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

**03300: San Ysidro** **2017-05-04**

| Vendor                                | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id          | Distribution Amount | Fund | Resource | Goal | Func | Object  | Site | Op Unit | PY |
|---------------------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 71.48               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 71.48               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 77.66               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 77.66               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 89.51               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 89.51               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 107.23              | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 116.49              | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 129.63              | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 134.27              | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 137.73              | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 0000000116 - EPIC SPORTS INC          | 14254347 | 1,287.66       | 2691947    | 1,287.66       | 00000015<br>52 | 185.01              | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 003573 - R&L PERFORMANCE AUTO SERVICE | 14254348 | 1,683.84       | 41403      | 1,683.84       | 00000015<br>27 | 1,683.84            | 0100 | 8150000  | 0000 | 8100 | 5600005 | 070  |         |    |
| 004554 - CARDLOCK VENDING INC.        | 14254349 | 225.00         | 11301      | 225.00         | 00000015<br>98 | 225.00              | 0100 | 0982000  | 0000 | 3600 | 5600005 | 074  |         |    |

Business Unit Total: \$3,196.50

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

**03300: San Ysidro**      **2017-05-05**

| Vendor                                 | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id      | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|--|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000035 - TAQUIZAS LOS CHUCHYS       | 14254840 | 511.81         | CDC        | 511.81         | 0000001600 | 511.81              | 1200 | 9024000  | 0001 | 1000  | 4300015 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 43.51               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 54.60               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 59.59               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 67.49               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 74.28               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 76.53               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 98.51               | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 155.04              | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 237.54              | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000136 - WAXIE SANITARY SUPPLY         | 14254841 | 1,197.68       | PO#1548    | 1,197.68       | 0000001548 | 330.59              | 1200 | 5210000  | 8500 | 8200  | 4300020 | 076  |         |    |
| 000356 - GRAINGER                      | 14254842 | 148.29         | 9727320214 | 148.29         | 0000000354 | 148.29              | 0100 | 0982000  | 0000 | 3600  | 4300023 | 074  |         |    |
| 000506 - DION INTERNATIONAL TRUCK INC. | 14254843 | 92.67          | 01SDI4710  | 92.67          | 0000000225 | 92.67               | 0100 | 0982000  | 0000 | 3600  | 4300060 | 074  |         |    |
| 000762 - SOUTH BAY FENCE, INC.         | 14254844 | 714.45         | 71508      | 714.45         | 0000000241 | 261.78              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000762 - SOUTH BAY FENCE, INC.         | 14254844 | 714.45         | 71508      | 714.45         | 0000000241 | 452.67              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000801 - GRAINGER                      | 14254845 | 1,722.48       | GRAINGER   | 1,722.48       | 0000000231 | 162.69              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000801 - GRAINGER                      | 14254845 | 1,722.48       | GRAINGER   | 1,722.48       | 0000000231 | 1,559.79            | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 001516 - EWING IRRIGATION              | 14254846 | 2,772.02       | EWING      | 2,772.02       | 0000000262 | 1,061.23            | 0100 | 0000000  | 0000 | 8200  | 4300014 | 069  |         |    |
| 001516 - EWING IRRIGATION              | 14254846 | 2,772.02       | EWING      | 2,772.02       | 0000000262 | 1,710.79            | 0100 | 0000000  | 0000 | 8200  | 4300014 | 069  |         |    |

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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 |
|--|----------|----------------|-------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 001527 - RANCHO SAN DIEGO NURSERY INC  | 14254847 | 353.16         | 479         | 353.16         | 00000002<br>67 | 353.16              | 0100 | 00000000 | 0000 | 8200 | 4300014 | 069  |         |    |
| 001795 - WILLY'S ELECTRONIC SUPPLY CO. | 14254848 | 530.94         | 1-348245    | 530.94         | 00000002<br>46 | 30.94               | 0100 | 81500000 | 0000 | 8100 | 4300007 | 070  |         |    |
| 001795 - WILLY'S ELECTRONIC SUPPLY CO. | 14254848 | 530.94         | 1-348245    | 530.94         | 00000002<br>46 | 500.00              | 0100 | 81500000 | 0000 | 8100 | 4300007 | 070  |         |    |
| 002721 - CALIFORNIA ELECTRIC SUPPLY    | 14254849 | 770.70         | 1069-728899 | 770.70         | 00000002<br>50 | 70.83               | 0100 | 81500000 | 0000 | 8100 | 4300007 | 070  |         |    |
| 002721 - CALIFORNIA ELECTRIC SUPPLY    | 14254849 | 770.70         | 1069-728899 | 770.70         | 00000002<br>50 | 699.87              | 0100 | 81500000 | 0000 | 8100 | 4300007 | 070  |         |    |
| 003589 - HENRY APONTE                  | 14254850 | 917.22         | 10310       | 917.22         | 00000010<br>91 | 17.22               | 0100 | 00000000 | 1110 | 4100 | 4300012 | 022  |         |    |
| 003589 - HENRY APONTE                  | 14254850 | 917.22         | 10310       | 917.22         | 00000010<br>91 | 900.00              | 0100 | 00000000 | 1110 | 4100 | 4300012 | 022  |         |    |
| 004056 - OPTIMUM FLOORCARE             | 14254851 | 47.06          | 423962      | 47.06          | 00000002<br>63 | 47.06               | 0100 | 00000000 | 0000 | 8200 | 4300020 | 069  |         |    |
| 004231 - PRO POWER                     | 14254852 | 698.23         | PROPOWER    | 698.23         | 00000002<br>64 | 698.23              | 0100 | 00000000 | 0000 | 8200 | 4300014 | 069  |         |    |
| 004361 - AUTO-JET MUFFLER CORPORATION  | 14254853 | 2,036.21       | 406424      | 2,036.21       | 00000003<br>35 | 2,036.21            | 0100 | 09820000 | 0000 | 3600 | 4300023 | 074  |         |    |

Business Unit Total: \$12,512.92

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2017-05-08

| Vendor                                    | Warrant  | Warrant Amount | Invoice Id     | Invoice Amount | PO Id       | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|---|----------|----------------|----------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000061 - GRECIA AGUNDEZ                | 14255610 | 107.27         | APRIL MILEAGE  | 107.27         |             | 107.27              | 0100 | 0000000  | 0000 | 3140  | 5200002 | 010  |         |    |
| 000000116 - EPIC SPORTS INC               | 14255611 | 746.29         | 2687637        | 746.29         | 00000015 51 | 746.29              | 0100 | 0000000  | 1110 | 4200  | 4300013 | 022  |         |    |
| 000000161 - CATALINA JAUREGUI             | 14255612 | 217.10         | REIMBUR SEMENT | 217.10         |             | 217.10              | 0100 | 0300008  | 1110 | 1000  | 4300001 | 022  |         |    |
| 000000193 - TC LIFESAFETY                 | 14255613 | 475.23         | 28861          | 475.23         | 00000015 01 | 475.23              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052155 1     | 739.60         | 00000015 13 | 60.87               | 0100 | 0000000  | 1110 | 4200  | 4300013 | 020  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052155 1     | 739.60         | 00000015 13 | 66.95               | 0100 | 0000000  | 1110 | 4200  | 4300013 | 020  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052155 1     | 739.60         | 00000015 13 | 124.85              | 0100 | 0000000  | 1110 | 4200  | 4300013 | 020  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052155 1     | 739.60         | 00000015 13 | 224.74              | 0100 | 0000000  | 1110 | 4200  | 4300013 | 020  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052155 1     | 739.60         | 00000015 13 | 262.19              | 0100 | 0000000  | 1110 | 4200  | 4300013 | 020  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052093 9     | 958.11         | 00000015 08 | 442.20              | 0100 | 0000000  | 1110 | 4200  | 4300013 | 022  |         |    |
| 000000216 - GTM SPORTSWEAR                | 14255614 | 1,697.71       | 10052093 9     | 958.11         | 00000015 08 | 515.91              | 0100 | 0000000  | 1110 | 4200  | 4300013 | 022  |         |    |
| 000000236 - SPIRAL BINDING COMPANY, INC   | 14255615 | 375.36         | SI1770324      | 375.36         | 00000015 38 | 375.36              | 0100 | 0000000  | 0000 | 7550  | 4300050 | 073  |         |    |
| 000000237 - MARISA DORADO                 | 14255616 | 327.58         | REIMBUR SEMENT | 327.58         |             | 327.58              | 0100 | 4203000  | 4760 | 1000  | 5200003 | 061  |         |    |
| 000000238 - CATALINA BALTAZAR             | 14255617 | 78.64          | REIMBUR SEMENT | 78.64          |             | 78.64               | 0100 | 6264000  | 1110 | 1000  | 5200003 | 061  |         |    |
| 000000239 - SKLZ                          | 14255618 | 432.00         | 100            | 432.00         | 00000015 58 | 432.00              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 024  |         |    |
| 000000241 - SHIRLEY KINNEY                | 14255619 | 185.19         | REIMBUR SEMENT | 185.19         |             | 185.19              | 0100 | 4203000  | 4760 | 1000  | 5200003 | 061  |         |    |
| 000000247 - ALMA FAIRBE                   | 14255620 | 52.50          | REIMBUR SEMENT | 52.50          |             | 52.50               | 0100 | 0300477  | 1110 | 1000  | 4300001 | 016  |         |    |
| 000000247 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER          | 958.97         |             | 48.36               | 0100 | 0000000  | 0000 | 2100  | 5900012 | 054  |         |    |
| 000000247 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER          | 958.97         |             | 329.21              | 0100 | 0000000  | 0000 | 2100  | 5900012 | 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 | Func | Object   | Site | Op Unit | PY |
|--|----------|----------------|---------------------------|----------------|-------------|---------------------|------|----------|------|------|----------|------|---------|----|
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 16.21               | 0100 | 0000000  | 0000 | 7100 | 59000012 | 064  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 78.48               | 0100 | 0000000  | 0000 | 7200 | 59000012 | 062  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 438.87              | 0100 | 0000000  | 0000 | 7200 | 59000012 | 071  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 5.06                | 0100 | 0000000  | 1110 | 1000 | 59000012 | 012  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 2.76                | 0100 | 0000000  | 1110 | 1000 | 59000012 | 016  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 6.90                | 0100 | 0000000  | 1110 | 1000 | 59000012 | 020  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 11.96               | 0100 | 0000000  | 1110 | 1000 | 59000012 | 025  |         |    |
| 000117 - UNITED STATES POSTAL SERVICES | 14255621 | 958.97         | METER                     | 958.97         |             | 21.16               | 1300 | 5310000  | 0000 | 3700 | 59000012 | 085  |         |    |
| 000284 - ELIUD LAGARDA                 | 14255622 | 358.48         | REIMBURSEMENT             | 358.48         |             | 358.48              | 0100 | 6264000  | 1110 | 1000 | 52000003 | 061  |         |    |
| 000445 - CONSTRUCTIVE PLAYTHINGS       | 14255623 | 4,882.41       | 51493269 00 & 51493269 01 | 1,924.30       | 00000005 72 | 34.35               | 1200 | 5210000  | 0001 | 1000 | 4300001  | 076  |         |    |
| 000445 - CONSTRUCTIVE PLAYTHINGS       | 14255623 | 4,882.41       | 51493269 00 & 51493269 01 | 1,924.30       | 00000005 72 | 240.54              | 1200 | 5210000  | 0001 | 1000 | 4300001  | 076  |         |    |
| 000445 - CONSTRUCTIVE PLAYTHINGS       | 14255623 | 4,882.41       | 51493269 00 & 51493269 01 | 1,924.30       | 00000005 72 | 297.81              | 1200 | 5210000  | 0001 | 1000 | 4300001  | 076  |         |    |
| 000445 - CONSTRUCTIVE PLAYTHINGS       | 14255623 | 4,882.41       | 51493269 00 & 51493269 01 | 1,924.30       | 00000005 72 | 458.19              | 1200 | 5210000  | 0001 | 1000 | 4300001  | 076  |         |    |
| 000445 - CONSTRUCTIVE PLAYTHINGS       | 14255623 | 4,882.41       | 51493269 00 & 51493269 01 | 1,924.30       | 00000005 72 | 893.41              | 1200 | 5210000  | 0001 | 1000 | 4300001  | 076  |         |    |
| 000445 - CONSTRUCTIVE PLAYTHINGS       | 14255623 | 4,882.41       | 51493250 00 &             | 2,958.11       | 00000005 81 | 39.69               | 1200 | 6105000  | 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 |
|--|----------|----------------|---|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| PLAYTHINGS                             |          |                | 51520283<br>01credit                                      |                |                |                     |      |          |      |       |         |      |         |    |
| 000445 -<br>CONSTRUCTIVE<br>PLAYTHINGS | 14255623 | 4,882.41       | 51493250<br>00 &<br>51520283<br>01credit                  | 2,958.11       | 00000005<br>81 | 344.12              | 1200 | 6105000  | 0001 | 1000  | 4300001 | 076  |         |    |
| 000445 -<br>CONSTRUCTIVE<br>PLAYTHINGS | 14255623 | 4,882.41       | 51493250<br>00 &<br>51520283<br>01credit                  | 2,958.11       | 00000005<br>81 | 1,250.74            | 1200 | 6105000  | 0001 | 1000  | 4300001 | 076  |         |    |
| 000445 -<br>CONSTRUCTIVE<br>PLAYTHINGS | 14255623 | 4,882.41       | 51493250<br>00 &<br>51520283<br>01credit                  | 2,958.11       | 00000005<br>81 | 1,323.56            | 1200 | 6105000  | 0001 | 1000  | 4300001 | 076  |         |    |
| 000553 - SPRINT                        | 14255624 | 3,751.35       | 51493250<br>00 &<br>51520283<br>01credit<br>APRIL<br>2017 | 3,751.35       |                | 3,751.35            | 0100 | 0000000  | 0000 | 8200  | 5900001 | 069  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 19.32               | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 19.53               | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 26.05               | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 44.55               | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 88.26               | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 129.36              | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 157.61              | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1539   | 648.59         | 00000015<br>39 | 163.91              | 0100 | 0000000  | 1110 | 1000  | 4300004 | 018  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1544   | 220.96         | 00000015<br>44 | 9.41                | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1544   | 220.96         | 00000015<br>44 | 9.51                | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1544   | 220.96         | 00000015<br>44 | 15.86               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1544   | 220.96         | 00000015<br>44 | 21.49               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1544   | 220.96         | 00000015<br>44 | 27.63               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT               | 14255625 | 2,129.45       | PO#1544   | 220.96         | 00000015<br>44 | 28.64               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |

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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<br>DEPOT | 14255625 | 2,129.45       | PO#1544    | 220.96         | 00000015<br>44 | 30.69               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1544    | 220.96         | 00000015<br>44 | 36.81               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1544    | 220.96         | 00000015<br>44 | 40.92               | 0100 | 0982000  | 0000 | 3600  | 4300011 | 074  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 12.91               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 12.97               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 16.75               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 17.07               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 17.07               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 18.37               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 18.57               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 20.52               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 27.02               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 30.26               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 41.76               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 47.55               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 48.29               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 48.29               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 58.73               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 68.08               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 68.08               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE<br>DEPOT | 14255625 | 2,129.45       | PO#1536    | 734.39         | 00000015<br>36 | 75.63               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |

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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 DEPT               | 14255625 | 2,129.45       | PO#1536        | 734.39         | 00000015<br>36 | 86.47               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 7.56                | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 7.77                | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 17.80               | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 62.58               | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 115.78              | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 134.58              | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000809 - OFFICE DEPT               | 14255625 | 2,129.45       | PO#1540        | 525.51         | 00000015<br>40 | 179.44              | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 001161 - HOME DEPT                 | 14255626 | 2,362.32       | HOME DP        | 2,362.32       | 00000002<br>14 | 2,362.32            | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 001532 - VERITIV OPERATING COMPANY | 14255627 | 1,029.85       | 74100633<br>59 | 1,029.85       | 00000015<br>60 | 1,029.85            | 0100 | 0000000  | 0000 | 7550  | 4300050 | 073  |         |    |
| 001678 - ANITA GILLCHREST          | 14255628 | 536.98         | MILEAGE        | 138.46         |                | 138.46              | 0100 | 6500000  | 5001 | 3140  | 5200002 | 052  |         |    |
| 001678 - ANITA GILLCHREST          | 14255628 | 536.98         | APRIL MILEAGE  | 398.52         |                | 398.52              | 0100 | 6500000  | 5001 | 3140  | 5200002 | 052  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 2.91                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 3.23                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 6.25                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 6.36                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 12.61               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 15.17               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 18.32               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 20.21               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192      | 1,398.29       | 00000014<br>89 | 20.47               | 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. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 22.15               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 26.64               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 34.48               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 37.71               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 59.80               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 92.67               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 232.74              | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 288.77              | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0593192  | 1,398.29       | 00000014 89 | 497.80              | 0100 | 0000000  | 1110 | 1000  | 4300010 | 024  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 4.82                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 5.08                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 6.32                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 6.42                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 6.79                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 8.09                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 8.56                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 8.88                | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 16.04               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 17.21               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 18.19               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO. | 14255629 | 2,132.27       | IN0591805  | 733.98         | 00000013 68 | 18.19               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |

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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.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 18.62               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 25.09               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 26.88               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 28.34               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 37.87               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 39.80               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 45.47               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 74.90               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 98.44               | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 001755 - WILLIAM V. MAC GILL & CO.                          | 14255629 | 2,132.27       | IN0591805         | 733.98         | 00000013<br>68 | 213.98              | 0100 | 0000000  | 1110 | 1000  | 4300010 | 022  |         |    |
| 002355 - IB TROPHIES & AWARDS                               | 14255630 | 94.82          | 7986              | 94.82          | 00000015<br>61 | 18.32               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 025  |         |    |
| 002355 - IB TROPHIES & AWARDS                               | 14255630 | 94.82          | 7986              | 94.82          | 00000015<br>61 | 28.02               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 025  |         |    |
| 002355 - IB TROPHIES & AWARDS                               | 14255630 | 94.82          | 7986              | 94.82          | 00000015<br>61 | 48.48               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 025  |         |    |
| 003145 - VALLEY INDUSTRIAL SPECIALTIES COUNTY SUPERINTENDEN | 14255631 | 120.30         | A240440 & A240319 | 120.30         | 00000002<br>38 | 120.30              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 003311 - SAN DIEGO COUNTY SUPERINTENDEN                     | 14255632 | 75.00          | 099-013031        | 75.00          | 00000015<br>79 | 75.00               | 0100 | 6500000  | 5770 | 1190  | 5200001 | 054  |         |    |
| 004719 - ADRIANA AGUIAR                                     | 14255633 | 259.28         | REIMBURSEMENT     | 259.28         |                | 259.28              | 0100 | 4203000  | 4760 | 1000  | 5200003 | 061  |         |    |
| 004801 - ELLA SOUTH BAY MAGAZINE INC.                       | 14255634 | 2,600.00       | MAY 2017          | 2,600.00       | 00000010<br>97 | 2,600.00            | 0100 | 0000000  | 0000 | 7200  | 5800010 | 064  |         |    |
| 004804 - MELISSA BROWN                                      | 14255635 | 61.13          | REIMBURSEMENT     | 61.13          |                | 61.13               | 0100 | 0000000  | 1110 | 1000  | 4300003 | 057  |         |    |
| CN10 - ALEXANDRIA CAMACHO                                   | 14255636 | 247.10         | REIMBURSEMENT     | 247.10         |                | 247.10              | 0100 | 4203000  | 4760 | 1000  | 5200003 | 061  |         |    |

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

Business Unit Total: \$26,294.58

1038

PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2017-05-09

| Vendor                   | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id          | Distribution Amount | Fund | Resource | Goal | Funct | Object   | Site | Op Unit | PY |
|--------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|----------|------|---------|----|
| 002970 - BIO CORPORATION | 14256423 | 255.18         | V509059    | 255.18         | 00000014<br>90 | 12.45               | 0100 | 0000000  | 1110 | 1000  | 43000001 | 024  |         |    |
| 002970 - BIO CORPORATION | 14256423 | 255.18         | V509059    | 255.18         | 00000014<br>90 | 27.95               | 0100 | 0000000  | 1110 | 1000  | 43000001 | 024  |         |    |
| 002970 - BIO CORPORATION | 14256423 | 255.18         | V509059    | 255.18         | 00000014<br>90 | 45.75               | 0100 | 0000000  | 1110 | 1000  | 43000001 | 024  |         |    |
| 002970 - BIO CORPORATION | 14256423 | 255.18         | V509059    | 255.18         | 00000014<br>90 | 169.03              | 0100 | 0000000  | 1110 | 1000  | 43000001 | 024  |         |    |

Business Unit Total: \$255.18

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2017-05-10

| Vendor                              | Warrant  | Warrant Amount | Invoice Id    | Invoice Amount | PO Id       | Distribution Amount | Fund | Resource | Goal | Func | Object   | Site | Op Unit | PY |
|-------------------------------------|----------|----------------|---------------|----------------|-------------|---------------------|------|----------|------|------|----------|------|---------|----|
| 000000104 - LORRAINE ROWENA JOHNSON | 14257158 | 1,659.20       | APRIL 2017    | 1,659.20       | 00000013 99 | 1,659.20            | 0100 | 3327000  | 5770 | 1190 | 58000010 | 054  |         |    |
| 000000207 - MARJORIE P. BLOCK       | 14257159 | 1,000.00       | 2017JG-11     | 1,000.00       | 00000013 83 | 1,000.00            | 0100 | 6500000  | 5770 | 1190 | 58000010 | 054  |         |    |
| 00067A - SAN DIEGO GAS & ELECTRICT  | 14257160 | 55,239.18      | APRIL 2017    | 55,239.18      | 00000001 98 | 54,887.09           | 0100 | 0000000  | 0000 | 8200 | 55000001 | 069  |         |    |
| 00067A - SAN DIEGO GAS & ELECTRICT  | 14257160 | 55,239.18      | APRIL 2017    | 55,239.18      | 00000001 98 | 352.09              | 0100 | 0000000  | 0000 | 8200 | 55000002 | 069  |         |    |
| 004678 - AMAZON.COM, INC.           | 14257161 | 1,762.55       | 15214266 1300 | 180.23         | 00000013 53 | 7.47                | 1300 | 5310000  | 0000 | 3700 | 47000001 | 085  |         |    |
| 004678 - AMAZON.COM, INC.           | 14257161 | 1,762.55       | 15214266 1300 | 180.23         | 00000013 53 | 23.52               | 1300 | 5310000  | 0000 | 3700 | 47000001 | 085  |         |    |
| 004678 - AMAZON.COM, INC.           | 14257161 | 1,762.55       | 15214266 1300 | 180.23         | 00000013 53 | 57.28               | 1300 | 5310000  | 0000 | 3700 | 47000001 | 085  |         |    |
| 004678 - AMAZON.COM, INC.           | 14257161 | 1,762.55       | 15214266 1300 | 180.23         | 00000013 53 | 91.96               | 1300 | 5310000  | 0000 | 3700 | 47000001 | 085  |         |    |
| 004678 - AMAZON.COM, INC.           | 14257161 | 1,762.55       | 06882070 7831 | 1,353.86       | 00000015 85 | 1,353.86            | 1300 | 5370000  | 0000 | 3700 | 43000026 | 085  |         |    |
| 004678 - AMAZON.COM, INC.           | 14257161 | 1,762.55       | 19987640 4180 | 228.46         | 00000014 03 | 228.46              | 1300 | 5310000  | 0000 | 3700 | 47000002 | 085  |         |    |
| 004774 - THINK TOGETHER             | 14257162 | 93,665.77      | 118-16/1710   | 93,665.77      | 00000004 64 | 93,665.77           | 0100 | 9065005  | 1110 | 1000 | 58000000 | 061  |         |    |
| 004858 - FLYERS ENERGY              | 14257163 | 4,456.12       | FLYERS        | 4,456.12       | 00000002 87 | 4,456.12            | 0100 | 0982000  | 0000 | 3600 | 43000022 | 074  |         |    |

Business Unit Total: \$157,782.82

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2017-05-11

03300: San Ysidro

| Vendor                                      | Warrant  | Warrant Amount | Invoice Id     | Invoice Amount | PO Id      | Distribution Amount | Fund | Resource | Goal | Funct | Object   | Site | Op Unit | PY |
|---|----------|----------------|----------------|----------------|------------|---------------------|------|----------|------|-------|----------|------|---------|----|
| 000000089 - BMR HEALTH SERVICES, INC        | 14257872 | 12,000.00      | 2274           | 12,000.00      | 0000000409 | 12,000.00           | 0100 | 6500000  | 5001 | 3900  | 58000010 | 052  |         |    |
| 000000143 - DARCY MORALES MONGE             | 14257873 | 4,050.00       | MARCH 2017     | 4,050.00       | 0000001398 | 4,050.00            | 0100 | 6500000  | 5770 | 1190  | 58000010 | 054  |         |    |
| 000000187 - STEVEN V. BERRY                 | 14257874 | 4,929.56       | 5031           | 4,929.56       | 0000001545 | 195.00              | 0100 | 0000000  | 1110 | 2700  | 58000010 | 020  |         |    |
| 000000187 - STEVEN V. BERRY                 | 14257874 | 4,929.56       | 5031           | 4,929.56       | 0000001545 | 354.56              | 0100 | 0000000  | 1110 | 2700  | 58000010 | 020  |         |    |
| 000000187 - STEVEN V. BERRY                 | 14257874 | 4,929.56       | 5031           | 4,929.56       | 0000001545 | 390.00              | 0100 | 0000000  | 1110 | 2700  | 58000010 | 020  |         |    |
| 000000187 - STEVEN V. BERRY                 | 14257874 | 4,929.56       | 5031           | 4,929.56       | 0000001545 | 570.00              | 0100 | 0000000  | 1110 | 2700  | 58000010 | 020  |         |    |
| 000000187 - STEVEN V. BERRY                 | 14257874 | 4,929.56       | 5031           | 4,929.56       | 0000001545 | 1,080.00            | 0100 | 0000000  | 1110 | 2700  | 58000010 | 020  |         |    |
| 000000187 - STEVEN V. BERRY                 | 14257874 | 4,929.56       | 5031           | 4,929.56       | 0000001545 | 2,340.00            | 0100 | 0000000  | 1110 | 2700  | 58000010 | 020  |         |    |
| 000000188 - FAGEN FRIEDMAN & FULFROST LLP   | 14257875 | 7,886.25       | MARCH 2017     | 7,886.25       | 0000001479 | 3,701.60            | 0100 | 0000000  | 0000 | 7100  | 58000002 | 064  |         |    |
| 000000188 - FAGEN FRIEDMAN & FULFROST LLP   | 14257875 | 7,886.25       | MARCH 2017     | 7,886.25       | 0000001479 | 4,184.65            | 0100 | 0000000  | 0000 | 7100  | 58000002 | 064  |         |    |
| 000000226 - PINNACLE INDUSTRIAL SUPPLY, INC | 14257876 | 96.75          | 107506         | 96.75          | 0000001515 | 96.75               | 0100 | 0300070  | 0000 | 8200  | 43000014 | 069  |         |    |
| 000000245 - OFFICESUPPLY.COM                | 14257877 | 2,446.84       | 2412717        | 2,446.84       | 0000001566 | 2,446.84            | 0100 | 0000000  | 0000 | 7200  | 43000011 | 071  |         |    |
| 000000246 - KNOTT'S BERRY FARM              | 14257878 | 2,528.00       | 047RKM4 292573 | 2,528.00       | 0000001570 | 2,528.00            | 0100 | 0000000  | 1110 | 1000  | 58000017 | 016  |         |    |
| 000039 - DIXIELINE LUMBER CO                | 14257879 | 11.73          | 09-0087835     | 11.73          | 0000000233 | 11.73               | 0100 | 8150000  | 0000 | 8100  | 43000007 | 070  |         |    |
| 000047 - BEAR COMMUNICATIONS, INC.          | 14257880 | 303.40         | 4533693        | 303.40         | 0000001656 | 1.36                | 0100 | 0000000  | 1110 | 1000  | 43000011 | 024  |         |    |
| 000048 - BEAR COMMUNICATIONS, INC.          | 14257880 | 303.40         | 4533693        | 303.40         | 0000001656 | 17.04               | 0100 | 0000000  | 1110 | 1000  | 43000011 | 024  |         |    |
| 000049 - BEAR COMMUNICATIONS, INC.          | 14257880 | 303.40         | 4533693        | 303.40         | 0000001656 | 95.00               | 0100 | 0000000  | 1110 | 1000  | 43000011 | 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 |
|--|----------|----------------|-----------------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000041 - BEAR COMMUNICATIONS, INC.     | 14257880 | 303.40         | 4533693                     | 303.40         | 00000016<br>56 | 95.00               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 024  |         |    |
| 000041 - BEAR COMMUNICATIONS, INC.     | 14257880 | 303.40         | 4533693                     | 303.40         | 00000016<br>56 | 95.00               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 024  |         |    |
| 000526 - THE MASTER TEACHER            | 14257881 | 81.70          | 11675000<br>9               | 81.70          | 00000015<br>63 | 13.94               | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 000526 - THE MASTER TEACHER            | 14257881 | 81.70          | 11675000<br>9               | 81.70          | 00000015<br>63 | 32.29               | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 000526 - THE MASTER TEACHER            | 14257881 | 81.70          | 11675000<br>9               | 81.70          | 00000015<br>63 | 35.47               | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 001339 - PITNEY BOWES                  | 14257882 | 165.48         | 31011945<br>90              | 165.48         | 00000002<br>01 | 165.48              | 0100 | 0000000  | 0000 | 7200  | 5600005 | 071  |         |    |
| 001510 - EWING IRRIGATION              | 14257883 | 4,416.70       | 7EWING                      | 4,416.70       | 00000002<br>62 | 4,416.70            | 0100 | 0000000  | 0000 | 8200  | 4300014 | 069  |         |    |
| 002056 - BLACKIE'S TROPHIES & AWARDS   | 14257884 | 125.03         | 42684                       | 125.03         | 00000012<br>55 | 125.03              | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 002976 - FEDEX                         | 14257885 | 37.13          | 5-793-26651                 | 37.13          | 00000003<br>10 | 37.13               | 0100 | 0000000  | 0000 | 7200  | 5900012 | 071  |         |    |
| 003377 - SOUTHWEST SCHOOL & OFFICE     | 14257886 | 517.20         | PINVO269762                 | 517.20         | 00000012<br>99 | 517.20              | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 004231 - PRO POWER                     | 14257887 | 315.44         | 133472-133477-133475-133476 | 315.44         | 00000002<br>64 | 315.44              | 0100 | 0000000  | 0000 | 8200  | 4300014 | 069  |         |    |
| 004830 - THE TITAN GROUP, PROFESSIONAL | 14257888 | 18,607.50      | 17011 & 17005B              | 18,607.50      | 00000015<br>96 | 8,747.50            | 0100 | 0000000  | 0000 | 7200  | 5800010 | 062  |         |    |
| 004830 - THE TITAN GROUP, PROFESSIONAL | 14257888 | 18,607.50      | 17011 & 17005B              | 18,607.50      | 00000015<br>96 | 9,860.00            | 0100 | 0000000  | 0000 | 7200  | 5800010 | 062  |         |    |
| 004834 - VMA COMMUNICATIONS, INC.      | 14257889 | 15,540.50      | MARCH 2017                  | 15,540.50      | 00000003<br>89 | 3,630.16            | 0100 | 0000000  | 0000 | 7200  | 5800010 | 064  |         |    |
| 004899 - VMA COMMUNICATIONS, INC.      | 14257889 | 15,540.50      | MARCH 2017                  | 15,540.50      | 00000003<br>89 | 11,910.34           | 0100 | 0000000  | 0000 | 7200  | 5800010 | 064  |         |    |
| 004909 - AGUILAR & ASSOCIATES          | 14257890 | 48,484.47      | 170302                      | 48,484.47      | 00000011<br>81 | 106.47              | 2110 | 9010000  | 0000 | 8500  | 6200003 | 071  |         |    |
| 004911 - AGUILAR & ASSOCIATES          | 14257890 | 48,484.47      | 170302                      | 48,484.47      | 00000011<br>81 | 48,378.00           | 2110 | 9010000  | 0000 | 8500  | 6200003 | 071  |         |    |
| 031461 - SPITZ EQUIPMENT               | 14257891 | 1,003.07       | P34134 & P34273             | 1,003.07       | 00000002<br>65 | 1,003.07            | 0100 | 0000000  | 0000 | 8200  | 4300014 | 069  |         |    |

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PeopleSoft Accounts Payable  
**AP TRIAL PAYMENT REGISTER**

Report ID: APX2030

Business Unit Total: \$123,546.75

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**03300: San Ysidro 2017-05-12**

| Vendor  | Warrant  | Warrant Amount | Invoice id  | Invoice Amount | PO id      | Distribution Amount | Fund | Resource | Goal | Func | Object  | Site | Op Unit | PY |
|---|----------|----------------|-------------|----------------|------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000000198 - BRAIN LEARNING PSYCHOLOGICAL CORP | 14258697 | 3,500.00       | 1259        | 3,500.00       | 0000001336 | 1,100.00            | 0100 | 6500000  | 5770 | 1190 | 5800010 | 054  |         |    |
| 000000198 - BRAIN LEARNING PSYCHOLOGICAL CORP | 14258697 | 3,500.00       | 1259        | 3,500.00       | 0000001336 | 2,400.00            | 0100 | 6500000  | 5770 | 1190 | 5800010 | 054  |         |    |
| 000000240 - KAGAN PROFESSIONALDEV ELOPMENT    | 14258698 | 700.00         | K87661      | 700.00         | 0000001559 | 700.00              | 0100 | 3010000  | 1110 | 1000 | 5200003 | 018  |         |    |
| 000000245 - OFFICESUPPLY.COM                  | 14258699 | 242.60         | 2424049     | 242.60         | 0000001602 | 242.60              | 0100 | 0000000  | 0000 | 7100 | 4300011 | 064  |         |    |
| 000043 - PRUDENTIAL OVERALL                   | 14258700 | 255.12         | PRUDENT IAL | 255.12         | 0000000417 | 255.12              | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 000069 - CITY TREASURER                       | 14258701 | 18,446.38      | APRIL 2017  | 18,446.38      | 0000000196 | 18,446.38           | 0100 | 0000000  | 0000 | 8200 | 5500004 | 069  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 5.12                | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 6.91                | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 10.10               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 17.92               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 31.59               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 33.57               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 46.99               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 49.58               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 57.10               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 71.02               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 83.35               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 018  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                | 14258702 | 12,773.98      | PO#1550     | 5,488.48       | 0000001550 | 97.49               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 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 | Funct | Object  | Site | Op Unit | PY |
|-----------------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 130.56              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 150.19              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 163.86              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 171.69              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 209.91              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 268.20              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 353.76              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 461.07              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 463.49              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 586.18              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 629.85              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 687.82              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1550    | 5,488.48       | 00000015<br>50 | 701.16              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 018  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 45.99               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 91.98               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 132.50              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 149.05              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 389.94              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 639.20              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 698.03              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1547    | 2,913.72       | 00000015<br>47 | 767.03              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 025  |         |    |

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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 |
|-----------------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|----------|------|---------|----|
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 11.06               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 44.24               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 55.29               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 56.57               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 61.82               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 67.98               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 77.96               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 88.47               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 99.16               | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 103.04              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 103.47              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 109.09              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 185.06              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 212.82              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 215.40              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 271.71              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 282.95              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 289.28              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 304.13              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 367.99              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14258702 | 12,773.98      | PO#1509    | 4,371.78       | 00000015<br>09 | 402.48              | 0100 | 00000000 | 0000 | 8200  | 43000020 | 022  |         |    |

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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 |
|---|----------|----------------|---------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000136 - WAXIE SANITARY SUPPLY          | 14258702 | 12,773.98      | PO#1509       | 4,371.78       | 0000001509  | 961.81              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 022  |         |    |
| 000258 - PARADIGM HEALTHCARE SERVICES   | 14258703 | 603.25         | 33100         | 603.25         | 0000000395  | 603.25              | 0100 | 56400000 | 0000 | 3140  | 5800010 | 052  |         |    |
| 000273 - SCHOLASTIC, INC                | 14258704 | 527.34         | M9168127      | 527.34         | 00000001534 | 527.34              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 024  |         |    |
| 000370 - DUNN-EDWARDS CORP.             | 14258705 | 1,238.79       | DUNN EDWARD S | 1,238.79       | 00000000271 | 1,238.79            | 0100 | 81500000 | 0000 | 8100  | 4300007 | 070  |         |    |
| 000506 - DION INTERNATIONAL TRUCK INC.  | 14258706 | 928.80         | 01SDW4906     | 928.80         | 00000000225 | 928.80              | 0100 | 09820000 | 0000 | 3600  | 4300060 | 074  |         |    |
| 000540 - WESTERN PSYCHOLOGICAL SERVICES | 14258707 | 871.17         | WPS-165841    | 871.17         | 00000001587 | 248.91              | 0100 | 65000000 | 5770 | 1190  | 4300003 | 054  |         |    |
| 000540 - WESTERN PSYCHOLOGICAL SERVICES | 14258707 | 871.17         | WPS-165841    | 871.17         | 00000001587 | 622.26              | 0100 | 65000000 | 5770 | 1190  | 4300003 | 054  |         |    |
| 000801 - GRAINGER                       | 14258708 | 871.41         | GRAINGER      | 871.41         | 00000000231 | 871.41              | 0100 | 81500000 | 0000 | 8100  | 4300007 | 070  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 5.18                | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 5.18                | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 7.65                | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 10.37               | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 15.78               | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 18.61               | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 20.77               | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 29.10               | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 683591266-01  | 294.61         | 00000001580 | 31.17               | 0100 | 03000020 | 1110 | 1000  | 4300001 | 020  |         |    |

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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 |
|---|----------|----------------|---------------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 68359126 6-01       | 294.61         | 00000015 80 | 35.36               | 0100 | 0300020  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 68359126 6-01       | 294.61         | 00000015 80 | 36.37               | 0100 | 0300020  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001102 - ORIENTAL TRADING COMPANY, INC. | 14258709 | 294.61         | 68359126 6-01       | 294.61         | 00000015 80 | 79.07               | 0100 | 0300020  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001161 - HOME DEPOT                     | 14258710 | 83.75          | 3573579             | 83.75          | 00000002 17 | 83.75               | 0100 | 0000000  | 0000 | 7700  | 4300002 | 067  |         |    |
| 001502 - CALIFORNIA DEPT. OF JUSTICE    | 14258711 | 245.00         | 230726              | 245.00         | 00000003 37 | 245.00              | 0100 | 0000000  | 0000 | 7200  | 5800010 | 062  |         |    |
| 001763 - RCP BLOCK & BRICK              | 14258712 | 138.51         | 31116400 9          | 138.51         | 00000002 39 | 138.51              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.  | 14258713 | 127.44         | 1479353             | 127.44         | 00000015 75 | 23.07               | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.  | 14258713 | 127.44         | 1479353             | 127.44         | 00000015 75 | 30.50               | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.  | 14258713 | 127.44         | 1479353             | 127.44         | 00000015 75 | 73.87               | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |
| 002151 - RANCHO AUTO & TRUCK PARTS      | 14258714 | 198.15         | 7693-292479         | 198.15         | 00000002 83 | 198.15              | 0100 | 0982000  | 0000 | 3600  | 4400000 | 074  |         |    |
| 002721 - CALIFORNIA ELECTRIC SUPPLY     | 14258715 | 225.95         | 1069-729727         | 225.95         | 00000002 50 | 225.95              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 003143 - THE HOME DEPOT SUPPLY          | 14258716 | 5,094.66       | 91531125 94         | 4,276.71       | 00000015 89 | 4,276.71            | 1300 | 5310000  | 0000 | 3700  | 4400000 | 085  |         |    |
| 003143 - THE HOME DEPOT SUPPLY          | 14258716 | 5,094.66       | 91539469 81         | 817.95         | 00000012 52 | 817.95              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 003598 - BJ'S RENTALS, INC.             | 14258717 | 158.72         | 773811-4 & 770736-4 | 158.72         | 00000002 81 | 158.72              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 004231 - PRO POWER                      | 14258718 | 921.19         | 131436              | 921.19         | 00000015 74 | 921.19              | 0100 | 0300070  | 0000 | 8200  | 4300014 | 069  |         |    |
| 004603 - THE BATTERY PLACE              | 14258719 | 694.99         | 0207457 & 0207392   | 694.99         | 00000003 57 | 694.99              | 0100 | 0982000  | 0000 | 3600  | 4300023 | 074  |         |    |
| 004630 - EDCO AWARDS & SPECIALTIES      | 14258720 | 106.96         | 601825              | 106.96         | 00000015 62 | 106.96              | 0100 | 0000000  | 0000 | 7100  | 4300011 | 064  |         |    |

Business Unit Total: \$49,248.77

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03300: San Ysidro 2017-05-15

| Vendor                                      | Warrant  | Warrant Amount | Invoice Id              | Invoice Amount | PO Id       | Distribution Amount | Fund | Resource | Goal | Func | Object  | Site | Op Unit | PY |
|---|----------|----------------|-------------------------|----------------|-------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000000002 - JOSE ARTURO SANCHEZ MACIAS      | 14259405 | 36,375.00      | REIMBUR SEMENT          | 36,375.00      |             | 36,375.00           | 0100 | 0000000  | 0000 | 7100 | 5800010 | 064  |         |    |
| 000000012 - ANA BUSH                        | 14259406 | 8.62           | APRIL MILES BUSH        | 8.62           |             | 8.62                | 1300 | 5310000  | 0000 | 3700 | 5200003 | 085  |         |    |
| 000000131 - FORENSIC ANALYTICAL CONSULTING  | 14259407 | 4,474.97       | IVSD0043 3 & IVSD0043 6 | 4,474.97       | 00000013 46 | 4,474.97            | 0100 | 8150000  | 0000 | 8100 | 5600005 | 070  |         |    |
| 000000212 - PIONEER HEALTHCARE SERVICES LLC | 14259408 | 11,400.00      | 005162                  | 11,400.00      | 00000014 23 | 11,400.00           | 0100 | 6500000  | 5770 | 1190 | 5800010 | 054  |         |    |
| 000000239 - SKLZ                            | 14259409 | 32.00          | 141 SHIPPING            | 32.00          |             | 32.00               | 0100 | 0000000  | 1110 | 1000 | 4300001 | 024  |         |    |
| 000000250 - CRISTINA D'OLEIRE LARA          | 14259410 | 8.56           | MILEAGE                 | 8.56           |             | 8.56                | 0100 | 0000000  | 1110 | 1000 | 5200002 | 025  |         |    |
| 000000251 - NORMA LARA                      | 14259411 | 9.74           | MILEAGE                 | 9.74           |             | 9.74                | 0100 | 0000000  | 0000 | 3140 | 5200002 | 010  |         |    |
| 000000252 - JOEL TAPIA                      | 14259412 | 294.85         | REIMBUR SEMENT          | 294.85         |             | 294.85              | 0100 | 0300477  | 1110 | 1000 | 4300001 | 016  |         |    |
| 000000254 - DENISE VILLECAS                 | 14259413 | 75.00          | REIMBUR SEMENT          | 75.00          |             | 75.00               | 0100 | 6500000  | 5770 | 1190 | 5200001 | 054  |         |    |
| 000279 - COURTNEY TIRE SERVICE              | 14259414 | 635.56         | 16458                   | 635.56         | 00000002 22 | 635.56              | 0100 | 8150000  | 0000 | 8100 | 5600005 | 070  |         |    |
| 000379 - HAWTHORNE MACHINERY                | 14259415 | 18,710.89      | SS100106 831            | 18,710.89      | 00000016 55 | 18,710.89           | 0100 | 0982000  | 0000 | 3600 | 5600005 | 074  |         |    |
| 000902 - EFRAIN BURCIAGA                    | 14259416 | 351.51         | REIMBUR SEMENT          | 351.51         |             | 351.51              | 0100 | 6264000  | 1110 | 1000 | 5200003 | 061  |         |    |
| 000942 - CAROLINA HERNANDEZ                 | 14259417 | 190.00         | REIMBUR SEMENT          | 190.00         |             | 190.00              | 0100 | 0300012  | 1110 | 1000 | 4300001 | 012  |         |    |
| 002909 - AT&T                               | 14259418 | 6,081.03       | APRIL 2017              | 6,081.03       |             | 6,081.03            | 0100 | 0000000  | 0000 | 8200 | 5900003 | 069  |         |    |
| 00397 - VERONICA MEDINA                     | 14259419 | 273.72         | REIMBUR SEMENT          | 273.72         |             | 273.72              | 0100 | 4203000  | 4760 | 1000 | 5200003 | 061  |         |    |
| 00397 - MANZANA ENERGY INC                  | 14259420 | 2,376,291.52   | 17-019                  | 2,376,291.52   | 00000016 65 | 2,376,291.52        | 2110 | 9010000  | 0000 | 8500 | 6200000 | 010  |         |    |
| 004589 - ESTHER VALE                        | 14259421 | 762.38         | MILEAGE                 | 762.38         |             | 762.38              | 0100 | 6500000  | 5001 | 3900 | 5200002 | 054  |         |    |
| 004692 - WHITTAKER BROTHERS                 | 14259422 | 14,221.93      | INV02539 41             | 14,221.93      | 00000015 69 | 14,221.93           | 0100 | 0000000  | 0000 | 7550 | 6400005 | 073  |         |    |

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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 |
|-------------------------------|----------|----------------|-----------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| BUSINESS                      |          |                |                 |                |                |                     |      |          |      |       |         |      |         |    |
| 004747 - PRINCIPAL'S EXCHANGE | 14259423 | 23,500.00      | 1216            | 5,000.00       | 00000014<br>66 | 5,000.00            | 0100 | 3010000  | 1110 | 1000  | 5800010 | 020  |         |    |
| 004747 - PRINCIPAL'S EXCHANGE | 14259423 | 23,500.00      | 1215            | 18,500.00      | 00000003<br>83 | 18,500.00           | 0100 | 3010000  | 1110 | 1000  | 5800010 | 061  |         |    |
| 004774 - THINK TOGETHER       | 14259424 | 93,665.77      | 118-<br>16/1710 | 93,665.77      | 00000004<br>64 | 93,665.77           | 0100 | 9065005  | 1110 | 1000  | 5800000 | 061  |         |    |
| 004900 - ANTONIO RAMIREZ      | 14259425 | 654.84         | APRIL<br>2017   | 654.84         |                | 654.84              | 0100 | 6500000  | 5001 | 3900  | 5200002 | 054  |         |    |

Business Unit Total: \$2,588,017.89

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

03300: San Ysidro 2017-05-16

| Vendor   | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id          | Distribution Amount | Fund | Resource | Goal | Func | Object  | Site | Op Unit | PY |
|--|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000000253 - INSTITUTE FOR EDUCATIONAL LEADERSHIP | 14259896 | 595.00         | SY051117   | 595.00         | 00000016<br>64 | 595.00              | 0100 | 0000000  | 0000 | 3900 | 5200003 | 061  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 9.57                | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 21.05               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 26.26               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 29.25               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 50.24               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 53.06               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 60.09               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 63.44               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 78.94               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 84.55               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 112.69              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 114.07              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 118.54              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 119.38              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 123.73              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 127.33              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 134.10              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE SANITARY SUPPLY                   | 14259897 | 7,413.87       | PO# 1549   | 5,735.39       | 00000015<br>49 | 158.96              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         | .  |

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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 |
|--------------------------------------|----------|----------------|-----------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO# 1549        | 5,735.39       | 00000015<br>49 | 170.60              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO# 1549        | 5,735.39       | 00000015<br>49 | 175.53              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO# 1549        | 5,735.39       | 00000015<br>49 | 1,021.55            | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO# 1549        | 5,735.39       | 00000015<br>49 | 1,172.52            | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO# 1549        | 5,735.39       | 00000015<br>49 | 1,709.94            | 0100 | 0000000  | 0000 | 8200 | 4300020 | 022  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO#1510         | 1,678.48       | 00000015<br>10 | 72.09               | 0100 | 0000000  | 0000 | 8200 | 4300020 | 020  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO#1510         | 1,678.48       | 00000015<br>10 | 130.58              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 020  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO#1510         | 1,678.48       | 00000015<br>10 | 236.00              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 020  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO#1510         | 1,678.48       | 00000015<br>10 | 332.53              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 020  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY    | 14259897 | 7,413.87       | PO#1510         | 1,678.48       | 00000015<br>10 | 907.28              | 0100 | 0000000  | 0000 | 8200 | 4300020 | 020  |         |    |
| 000548 - NEXT DAY<br>PRINTED TEES    | 14259898 | 218.30         | 75616           | 218.30         | 00000015<br>46 | 28.73               | 0100 | 0000000  | 0000 | 7100 | 5600006 | 064  |         |    |
| 000548 - NEXT DAY<br>PRINTED TEES    | 14259898 | 218.30         | 75616           | 218.30         | 00000015<br>46 | 80.43               | 0100 | 0000000  | 0000 | 7100 | 5600006 | 064  |         |    |
| 000548 - NEXT DAY<br>PRINTED TEES    | 14259898 | 218.30         | 75616           | 218.30         | 00000015<br>46 | 109.14              | 0100 | 0000000  | 0000 | 7100 | 5600006 | 064  |         |    |
| 001079 - PENSKE<br>TRUCK LEASING     | 14259899 | 1,082.91       | RENTAL          | 1,082.91       | 00000016<br>57 | 128.22              | 0100 | 0000000  | 1110 | 1000 | 5600001 | 018  |         |    |
| 001079 - PENSKE<br>TRUCK LEASING     | 14259899 | 1,082.91       | RENTAL          | 1,082.91       | 00000016<br>57 | 954.69              | 0100 | 0000000  | 1110 | 1000 | 5600001 | 024  |         |    |
| 001749 - TURF STAR<br>INC.           | 14259900 | 438.06         | TURF *          | 438.06         | 00000002<br>90 | 438.06              | 0100 | 0000000  | 0000 | 8200 | 4300014 | 069  |         |    |
| 001775 - STAPLES,<br>INC.            | 14259901 | 472.73         | STAPLES         | 56.86          | 00000016<br>90 | 56.86               | 0100 | 0000000  | 0000 | 7200 | 4300011 | 071  |         |    |
| 001775 - STAPLES,<br>INC.            | 14259901 | 472.73         | 17852330<br>301 | 218.72         | 00000016<br>09 | 218.72              | 0100 | 0000000  | 1110 | 1000 | 4300011 | 022  |         |    |
| 001775 - STAPLES,<br>INC.            | 14259901 | 472.73         | 17974995<br>21  | 197.15         | 00000015<br>20 | 197.15              | 0100 | 0982000  | 0000 | 3600 | 4300011 | 074  |         |    |
| 002102 - A-Z BUS<br>SALES INC.       | 14259902 | 1,496.54       | AZ SALES        | 1,496.54       | 00000002<br>26 | 1,496.54            | 0100 | 0982000  | 0000 | 3600 | 4300060 | 074  |         |    |
| 003995 - AMS -<br>ACOSTA<br>MATERIAL | 14259903 | 490.38         | 16283543-<br>00 | 490.38         | 00000010<br>68 | 490.38              | 0100 | 9625000  | 0000 | 8500 | 6200001 | 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 |
|---------------------|----------|----------------|-----------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 004833 - SPARKLETTS | 14259904 | 150.20         | 15231732 050417 | 150.20         | 00000002 03 | 150.20              | 0100 | 0000000  | 0000 | 7200  | 5600005 | 071  |         |    |

Business Unit Total: \$12,357.99

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**03300: San Ysidro 2017-05-17**

| Vendor                                     | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id      | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|--|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000188 - FAGEN FRIEDMAN & FULLFROST LLP | 14260591 | 360.00         | 51962-8    | 360.00         | 0000001479 | 360.00              | 0100 | 00000000 | 0000 | 7100  | 5800002 | 064  |         |    |
| 000000220 - S&S WELDING CORP               | 14260592 | 987.45         | 002646     | 987.45         | 0000001718 | 987.45              | 0100 | 81500000 | 0000 | 8100  | 4300007 | 070  |         |    |
| 000814 - COUNTY OF SAN DIEGO               | 14260593 | 141.00         | 3074       | 141.00         | 0000001717 | 141.00              | 0100 | 00000000 | 0000 | 7100  | 5800004 | 063  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.     | 14260594 | 377.48         | 1489024    | 377.48         | 0000001584 | 58.03               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.     | 14260594 | 377.48         | 1489024    | 377.48         | 0000001584 | 58.03               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.     | 14260594 | 377.48         | 1489024    | 377.48         | 0000001584 | 59.94               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.     | 14260594 | 377.48         | 1489024    | 377.48         | 0000001584 | 64.47               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.     | 14260594 | 377.48         | 1489024    | 377.48         | 0000001584 | 68.50               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 002043 - JONES SCHOOL SUPPLY CO., INC.     | 14260594 | 377.48         | 1489024    | 377.48         | 0000001584 | 68.51               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 003637 - C.A.S.H.                          | 14260595 | 508.00         | 2017-05-36 | 508.00         | 0000001716 | 508.00              | 0100 | 00000000 | 0000 | 7200  | 5300000 | 071  |         |    |
| 004628 - FOLLETT SCHOOL SOLUTIONS, INC     | 14260596 | 10,886.28      | 1261327    | 10,886.28      | 0000001704 | 10,886.28           | 0100 | 00000001 | 1110 | 2420  | 5800010 | 061  |         |    |
| 004678 - AMAZON.COM, INC.                  | 14260597 | 4,717.50       | PO#1517    | 143.46         | 0000001517 | 143.46              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 022  |         |    |
| 004678 - AMAZON.COM, INC.                  | 14260597 | 4,717.50       | PO#1521    | 59.85          | 0000001521 | 59.85               | 0100 | 00000000 | 1110 | 1000  | 4300013 | 024  |         |    |
| 004678 - AMAZON.COM, INC.                  | 14260597 | 4,717.50       | PO#1554    | 436.86         | 0000001554 | 436.86              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 012  |         |    |
| 004678 - AMAZON.COM, INC.                  | 14260597 | 4,717.50       | PO#1571    | 5.99           | 0000001571 | 5.99                | 0100 | 65000000 | 5770 | 1190  | 4300001 | 054  |         |    |
| 004678 - AMAZON.COM, INC.                  | 14260597 | 4,717.50       | PO#1512    | 41.93          | 0000001512 | 6.12                | 0100 | 00000000 | 1110 | 1000  | 4300001 | 020  |         |    |
| 004678 - AMAZON.COM, INC.                  | 14260597 | 4,717.50       | PO#1512    | 41.93          | 0000001512 | 9.49                | 0100 | 00000000 | 1110 | 1000  | 4300001 | 020  |         |    |

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123.2  
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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. | 14260597 | 4,717.50       | PO#1512    | 41.93          | 00000015<br>12 | 19.18               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1512    | 41.93          | 00000015<br>12 | 7.14                | 0100 | 0300020  | 1110 | 1000  | 4300001 | 020  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1568    | 170.88         | 00000015<br>68 | 170.88              | 0100 | 6500000  | 5770 | 1190  | 4300001 | 054  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1592    | 650.43         | 00000015<br>92 | 125.04              | 0100 | 0000000  | 1110 | 1000  | 4300006 | 020  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1592    | 650.43         | 00000015<br>92 | 166.96              | 0100 | 0000000  | 1110 | 1000  | 4300006 | 020  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1592    | 650.43         | 00000015<br>92 | 358.43              | 0100 | 0000000  | 1110 | 1000  | 4300006 | 020  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 13.28               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 13.28               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 16.56               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 26.56               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 27.11               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 33.20               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 34.00               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 34.39               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 40.73               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 73.59               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 106.31              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 115.94              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 140.07              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 162.93              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 025  |         |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015<br>95 | 215.78              | 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 | Funct | Object  | Site | Op. Unit | PY |
|---------------------------|----------|----------------|------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|----------|----|
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 215.78              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 260.31              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 10.51               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 11.83               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 12.95               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 15.46               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 16.60               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 19.91               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 27.80               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 34.61               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 43.07               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 43.19               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 44.29               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 44.45               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 116.20              | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 118.94              | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1595    | 2,566.81       | 00000015 95 | 477.18              | 0100 | 00000000 | 1110 | 1000  | 4300011 | 025  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1721    | 72.56          | 00000017 21 | 72.56               | 0100 | 00000000 | 1110 | 1000  | 4300001 | 020  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1478    | 322.14         | 00000014 78 | 322.14              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 020  |          |    |
| 004678 - AMAZON.COM, INC. | 14260597 | 4,717.50       | PO#1603    | 246.59         | 00000016 03 | 246.59              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 020  |          |    |
| 004711 - INCOR INC        | 14260598 | 620.00         | 2106       | 620.00         | 00000017 19 | 620.00              | 0100 | 8150000  | 0000 | 8100  | 5600005 | 070  |          |    |

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

Business Unit Total: \$18,597.71

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2017-05-18

03300: San Ysidro

| Vendor                                  | Warrant  | Warrant Amount | Invoice Id              | Invoice Amount | PO Id      | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | OP Unit | PY |
|---|----------|----------------|-------------------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000345 - STANDARD ELECTRONICS           | 14261224 | 142.50         | 26013                   | 142.50         | 0000001709 | 142.50              | 0100 | 8150000  | 0000 | 8100  | 5600005 | 070  |         |    |
| 000409 - SAN DIEGO UNION-TRIBUNE        | 14261225 | 194.20         | 003222773               | 194.20         | 0000001710 | 194.20              | 0100 | 0000000  | 0000 | 7200  | 5800007 | 071  |         |    |
| 00069A - CITY TREASURER                 | 14261226 | 305.00         | r1000194647             | 305.00         | 0000001707 | 305.00              | 0100 | 6500000  | 5770 | 1190  | 5800010 | 054  |         |    |
| 001007 - CDE,CASHIER'S OFFICE           | 14261227 | 2,655.26       | FEDERAL INTEREST        | 2,655.26       | 0000001703 | 2,655.26            | 0100 | 0000000  | 0000 | 0000  | 8660000 | 000  |         |    |
| 001958 - LLOYD PEST CONTROL CO.         | 14261228 | 882.00         | 4363909-4028210-2275369 | 882.00         | 0000000328 | 882.00              | 0100 | 8150000  | 0000 | 8100  | 5600005 | 070  |         |    |
| 003311 - SAN DIEGO COUNTY SUPERINTENDEN | 14261229 | 525.00         | 099-012511 & 099-013047 | 525.00         | 0000001700 | 75.00               | 0100 | 0000001  | 0000 | 3600  | 5200003 | 061  |         |    |
| 003311 - SAN DIEGO COUNTY SUPERINTENDEN | 14261229 | 525.00         | 099-012511 & 099-013047 | 525.00         | 0000001700 | 75.00               | 0100 | 0000001  | 0000 | 3700  | 5200003 | 061  |         |    |
| 003311 - SAN DIEGO COUNTY SUPERINTENDEN | 14261229 | 525.00         | 099-012511 & 099-013047 | 525.00         | 0000001700 | 225.00              | 0100 | 0000001  | 0000 | 3900  | 5200003 | 061  |         |    |
| 003311 - SAN DIEGO COUNTY SUPERINTENDEN | 14261229 | 525.00         | 099-012511 & 099-013047 | 525.00         | 0000001700 | 75.00               | 0100 | 0000001  | 0000 | 7200  | 5200003 | 061  |         |    |
| 003311 - SAN DIEGO COUNTY SUPERINTENDEN | 14261229 | 525.00         | 099-012511 & 099-013047 | 525.00         | 0000001700 | 75.00               | 0100 | 0000001  | 0000 | 8100  | 5200003 | 061  |         |    |
| 003888 - STANLEY CONVERGENT SECURITY    | 14261230 | 59.90          | 14405401                | 59.90          | 0000001708 | 59.90               | 0100 | 8150000  | 0000 | 8100  | 5600005 | 070  |         |    |
| 004219 - DOLINKA GROUP                  | 14261231 | 100.63         | 2017024928              | 100.63         | 0000001705 | 100.63              | 0100 | 9625000  | 0000 | 7200  | 5800010 | 071  |         |    |

Business Unit Total: \$4,864.49

1046



| Vendor                                 | Warrant  | Warrant Amount | Invoice Id              | Invoice Amount | PO Id       | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|--|----------|----------------|-------------------------|----------------|-------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000809 - OFFICE DEPOT                  | 14261821 | 133.30         | 92650114 0001           | 133.30         | 00000015 93 | 5.65                | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPOT                  | 14261821 | 133.30         | 92650114 0001           | 133.30         | 00000015 93 | 25.39               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPOT                  | 14261821 | 133.30         | 92650114 0001           | 133.30         | 00000015 93 | 47.08               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPOT                  | 14261821 | 133.30         | 92650114 0001           | 133.30         | 00000015 93 | 55.18               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 001161 - HOME DEPOT                    | 14261822 | 1,322.05       | 6574043                 | 10.49          | 00000002 17 | 10.49               | 0100 | 00000000 | 0000 | 7700  | 4300002 | 067  |         |    |
| 001161 - HOME DEPOT                    | 14261822 | 1,322.05       | HOME DEPOT              | 540.55         | 00000002 14 | 540.55              | 0100 | 81500000 | 0000 | 8100  | 4300007 | 070  |         |    |
| 001161 - HOME DEPOT                    | 14261822 | 1,322.05       | 4014184                 | 31.81          | 00000010 90 | 31.81               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 020  |         |    |
| 001161 - HOME DEPOT                    | 14261822 | 1,322.05       | 8310506                 | 739.20         | 00000002 14 | 739.20              | 0100 | 00000000 | 0000 | 7200  | 4300011 | 071  |         |    |
| 001795 - WILLY'S ELECTRONIC SUPPLY CO. | 14261823 | 453.94         | 1-350007                | 453.94         | 00000002 16 | 453.94              | 0100 | 00000000 | 0000 | 7700  | 4300002 | 067  |         |    |
| 001906 - LEARNING A-Z                  | 14261824 | 199.90         | 1789604                 | 199.90         | 00000015 30 | 199.90              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 024  |         |    |
| 002650 - IMPERIAL SPRINKLER SUPPLY     | 14261825 | 972.51         | 2929257-00 & 2926398-00 | 972.51         | 00000002 72 | 972.51              | 0100 | 00000000 | 0000 | 8200  | 4300014 | 069  |         |    |
| 004428 - SOUTHERN CALIFORNIA TRANE     | 14261826 | 1,109.72       | 2443724                 | 1,109.72       | 00000002 89 | 1,109.72            | 0100 | 81500000 | 0000 | 8100  | 4300007 | 070  |         |    |
| 004459 - BEST PLUMBING SPECIALTIES INC | 14261827 | 697.61         | 5708451                 | 697.61         | 00000014 60 | 697.61              | 0100 | 81500000 | 0000 | 8100  | 4300007 | 070  |         |    |
| 004542 - MPC ELECTRONICS INC           | 14261828 | 640.48         | 267193                  | 640.48         | 00000002 18 | 242.75              | 0100 | 00000000 | 0000 | 7700  | 4300002 | 067  |         |    |
| 004542 - MPC ELECTRONICS INC           | 14261828 | 640.48         | 267193                  | 640.48         | 00000002 18 | 397.73              | 0100 | 00000000 | 0000 | 7700  | 4300002 | 067  |         |    |
| 004578 - STAFF REHAB                   | 14261829 | 3,000.00       | SS-3039                 | 3,000.00       | 00000005 90 | 3,000.00            | 0100 | 65000000 | 5770 | 1190  | 5800010 | 054  |         |    |
| 004703 - THE MARKETBOARD PEOPLE        | 14261830 | 800.00         | 218822                  | 800.00         | 00000015 83 | 800.00              | 0100 | 00000000 | 1110 | 1000  | 4300001 | 020  |         |    |

Business Unit Total: \$18,747.96

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PeopleSoft Accounts Payable  
 AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2017-05-22

03300: San Ysidro

| Vendor                    | Warrant  | Warrant Amount | Invoice Id    | Invoice Amount | PO Id | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|---------------------------|----------|----------------|---------------|----------------|-------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000257 - NANCY JIMENEZ | 14262425 | 2,001.53       | CLAIM #535933 | 2,001.53       |       | 2,001.53            | 0100 | 00000000 | 0000 | 7200  | 5800010 | 071  |         |    |

Business Unit Total: \$2,001.53

1048

PeopleSoft Accounts Payable  
 AP TRIAL PAYMENT REGISTER

Report ID: APX2030

**03300: San Ysidro** 2017-05-23

| Vendor              | Warrant  | Warrant Amount | Invoice Id | Invoice Amount | PO Id      | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|---------------------|----------|----------------|------------|----------------|------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000209 - CAHPERD | 14263215 | 419.00         | 6178       | 419.00         | 0000001374 | 419.00              | 0100 | 0000001  | 1110 | 1000  | 5200003 | 022  |         |    |

Business Unit Total: \$419.00

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PeopleSoft Accounts Payable  
AP TRIAL PAYMENT REGISTER

Report ID: APX2030

2017-05-24

03300: San Ysidro

| Vendor   | Warrant  | Warrant Amount | Invoice Id               | Invoice Amount | PO Id          | Distribution Amount | Fund | Resource | Goal | Funct | Object  | Site | Op Unit | PY |
|--|----------|----------------|--------------------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000000032 -<br>CORODATA<br>RECORDS<br>MANAGEMENT, INC.   | 14263978 | 146.38         | RS431647<br>4            | 146.38         | 00000003<br>08 | 47.69               | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000000032 -<br>CORODATA<br>RECORDS<br>MANAGEMENT, INC.   | 14263978 | 146.38         | RS431647<br>4            | 146.38         | 00000003<br>08 | 98.69               | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000000068 - P.I.P.S.                                     | 14263979 | 57,539.75      | 188381                   | 57,539.75      | 00000004<br>71 | 57,539.75           | 0100 | 0000000  |      |       | 9910360 |      |         |    |
| 000000101 -<br>JANETTE RIDGELS                           | 14263980 | 593.99         | REIMBUR<br>SEMENT        | 593.99         |                | 593.99              | 0100 | 6500000  | 5770 | 1190  | 5200003 | 054  |         |    |
| 000000180 -<br>PILLSBURY<br>WINTHROP SHAW<br>PITTMAN LLP | 14263981 | 186.60         | 8127332                  | 186.60         | 00000012<br>92 | 186.60              | 0100 | 0000000  | 0000 | 7200  | 5800002 | 071  |         |    |
| 000000231 - JOSE<br>M. LUQUIN-<br>GONZALEZ               | 14263982 | 2,500.00       | LO17-<br>SYSDLOG<br>O-00 | 2,500.00       | 00000017<br>06 | 2,500.00            | 0100 | 0000000  | 0000 | 7200  | 5800010 | 064  |         |    |
| 000000245 -<br>OFFICESUPPLY.COM                          | 14263983 | 573.25         | 2433092                  | 573.25         | 00000016<br>66 | 573.25              | 0100 | 0000000  | 0000 | 7200  | 4300011 | 071  |         |    |
| 000000249 -<br>GREATER SAN<br>DIEGO READING              | 14263984 | 70.00          | 1709                     | 70.00          | 00000016<br>49 | 70.00               | 0100 | 0000000  | 1110 | 2700  | 5200003 | 061  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 6.25                | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 12.44               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 14.12               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 33.63               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 49.16               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 54.35               | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 141.57              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 174.58              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000058 - DEMCO INC.                                      | 14263985 | 825.67         | 6134933                  | 825.67         | 00000016<br>79 | 339.57              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |

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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 |
|-----------------------------------|----------|----------------|----------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 41.03               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 51.71               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 54.12               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 58.61               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 67.18               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 74.18               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 94.31               | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 106.46              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 171.09              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 217.85              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 373.45              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 488.04              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000136 - WAXIE<br>SANITARY SUPPLY | 14263986 | 2,614.94       | PO#1781        | 2,614.94       | 00000017<br>81 | 816.91              | 0100 | 00000000 | 0000 | 8200  | 4300020 | 012  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 64.72               | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 64.72               | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 99.59               | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 124.49              | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 30100000 | 1110 | 1000  | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                | 14263987 | 3,411.56       | 34282705<br>17 | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 30100000 | 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 |
|--|----------|----------------|-----------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 149.40              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 199.22              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 199.22              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 224.13              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 249.03              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 298.85              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 298.85              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000146 - LAKESHORE                     | 14263987 | 3,411.56       | 34282705<br>17  | 3,411.56       | 00000016<br>78 | 393.54              | 0100 | 3010000  | 1110 | 1000 | 4300001 | 018  |         |    |
| 000379 - HAWTHORNE MACHINERY           | 14263988 | 18,900.61      | SS100106<br>835 | 18,900.61      | 00000016<br>63 | 18,900.61           | 0100 | 0982000  | 0000 | 3600 | 5600005 | 074  |         |    |
| 000506 - DION INTERNATIONAL TRUCK INC. | 14263989 | 665.38         | 01SDW59<br>68   | 665.38         | 00000002<br>25 | 665.38              | 0100 | 0982000  | 0000 | 3600 | 4300060 | 074  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 6.92                | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 6.92                | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 37.26               | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 48.44               | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 96.87               | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 111.78              | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 111.78              | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |
| 000548 - NEXT DAY PRINTED TEES         | 14263990 | 1,035.77       | 75838           | 1,035.77       | 00000017<br>22 | 276.77              | 0100 | 0300020  | 1110 | 1000 | 4300001 | 020  |         |    |

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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 |
|---------------------------------|----------|----------------|-------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 000548 - NEXT DAY PRINTED TEES  | 14263990 | 1,035.77       | 75838       | 1,035.77       | 00000017<br>22 | 339.03              | 0100 | 0300020  | 1110 | 1000  | 4300001 | 020  |         |    |
| 000775 - REFRIGERATION SUPPLIES | 14263991 | 530.34         | 61128759-00 | 530.34         | 00000002<br>34 | 530.34              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000801 - GRAINGER               | 14263992 | 19.78          | 9449143743  | 19.78          | 00000002<br>31 | 19.78               | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 5.22                | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 9.40                | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 12.52               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 13.37               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 18.80               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 19.86               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 20.84               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 20.87               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 22.88               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 26.30               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 27.16               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 27.18               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 27.19               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 29.47               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 30.12               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 31.15               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 35.09               | 0100 | 0000000  | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPOT           | 14263993 | 8,637.37       | PO#1524     | 4,931.17       | 00000015<br>24 | 38.70               | 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 DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 39.65               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 39.65               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 40.74               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 46.73               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 46.73               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 46.73               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 48.59               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 49.64               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 52.29               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 52.78               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 62.73               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 62.75               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 65.87               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 67.73               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 69.00               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 73.85               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 78.15               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 79.30               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 81.54               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 82.79               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015 24 | 86.15               | 0100 | 00000000 | 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 DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 86.15               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 93.84               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 97.19               | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 109.83              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 125.47              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 125.47              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 125.47              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 167.36              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 190.66              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 204.50              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 219.53              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 219.53              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 263.44              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 282.44              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 303.37              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1524    | 4,931.17       | 00000015<br>24 | 627.41              | 0100 | 00000000 | 0000 | 2100  | 4300011 | 061  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015<br>64 | 4.32                | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015<br>64 | 9.45                | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015<br>64 | 10.56               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015<br>64 | 10.79               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015<br>64 | 10.86               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |

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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 DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 11.63               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 12.77               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 13.08               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 14.88               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 16.36               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 17.19               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 21.57               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 22.94               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 25.58               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 27.14               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 27.14               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 27.14               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 28.04               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 28.47               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 29.41               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 29.52               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 32.76               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 33.83               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 34.41               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 34.41               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 34.42               | 0100 | 00000000 | 1110 | 1000  | 4300011 | 016  |         |    |

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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 |
|----------------------|----------|----------------|------------|----------------|-------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 34.90               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 35.06               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 35.06               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 37.98               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 38.83               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 42.52               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 43.55               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 44.15               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 44.23               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 45.31               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 46.48               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 49.92               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 51.63               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 51.75               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 55.08               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 69.37               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 70.43               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 73.71               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 79.82               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 82.31               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 84.79               | 0100 | 0000000  | 1110 | 1000 | 4300011 | 016  |         |    |

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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 DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 121.68              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 122.29              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 141.81              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 180.48              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 189.71              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 191.82              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 204.56              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 315.88              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000809 - OFFICE DEPT                    | 14263993 | 8,637.37       | PO#1564    | 3,706.20       | 00000015 64 | 552.42              | 0100 | 0000000  | 1110 | 1000  | 4300011 | 016  |         |    |
| 000828 - POSITIVE PROMOTIONS            | 14263994 | 188.95         | 05772351   | 188.95         | 00000016 01 | 188.95              | 0100 | 6500000  | 5001 | 2100  | 4300011 | 054  |         |    |
| 001383 - BUS WEST                       | 14263995 | 640.42         | BUSWEST    | 640.42         | 00000002 78 | 640.42              | 0100 | 0982000  | 0000 | 3600  | 4300060 | 074  |         |    |
| 001501 - REALLY GOOD STUFF, LLC         | 14263996 | 185.45         | 5948517    | 185.45         | 00000016 70 | 37.08               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001501 - REALLY GOOD STUFF, LLC         | 14263996 | 185.45         | 5948517    | 185.45         | 00000016 70 | 37.08               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001501 - REALLY GOOD STUFF, LLC         | 14263996 | 185.45         | 5948517    | 185.45         | 00000016 70 | 51.00               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001501 - REALLY GOOD STUFF, LLC         | 14263996 | 185.45         | 5948517    | 185.45         | 00000016 70 | 60.29               | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 001845 - FERGUSON ENTERPRISES, INC#1350 | 14263997 | 186.92         | 4645835    | 186.92         | 00000002 79 | 186.92              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 002578 - CLARK SECURITY PRODUCTS        | 14263998 | 367.63         | CLARK      | 367.63         | 00000002 69 | 367.63              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |
| 002701 - ROCHESTER 100 INC              | 14263999 | 687.50         | P46335     | 687.50         | 00000015 91 | 187.50              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 002701 - ROCHESTER 100 INC              | 14263999 | 687.50         | P46335     | 687.50         | 00000015 91 | 500.00              | 0100 | 0000000  | 1110 | 1000  | 4300001 | 020  |         |    |
| 002904 - SHINE                          | 14264000 | 387.07         | 86661726   | 387.07         | 00000016 07 | 387.07              | 0100 | 8150000  | 0000 | 8100  | 4300007 | 070  |         |    |

1050

10B.2  
0052

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 |
|--|----------|----------------|--------------------|----------------|----------------|---------------------|------|----------|------|------|---------|------|---------|----|
| 003019 - VALLEY TRACTOR & EQUIPMENT    | 14264001 | 1,264.78       | 009807             | 1,264.78       | 00000002<br>21 | 1,264.78            | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 003143 - THE HOME DEPOT SUPPLY         | 14264002 | 80.25          | N HD SUPPLY        | 80.25          | 00000012<br>52 | 80.25               | 0100 | 8150000  | 0000 | 8100 | 4300007 | 070  |         |    |
| 003192 - WAL-MART COMMUNITY/GEGRB      | 14264003 | 2,328.39       | WALMART            | 2,328.39       | 00000010<br>50 | 43.19               | 1200 | 9024000  | 0001 | 1000 | 4300001 | 076  |         |    |
| 003192 - WAL-MART COMMUNITY/GEGRB      | 14264003 | 2,328.39       | WALMART            | 2,328.39       | 00000010<br>50 | 2,285.20            | 1200 | 9024000  | 0001 | 1000 | 4400000 | 076  |         |    |
| 003852 - PEARSON EDUCATION             | 14264004 | 47.38          | SHIPPING CHARGES   | 47.38          | 00000016<br>51 | 47.38               | 0100 | 0000000  | 0000 | 7200 | 5900012 | 071  |         |    |
| 004043 - AMERICAN FIDELITY             | 14264005 | 1,298.21       | SECTION 125 PLAN   | 1,298.21       | 00000017<br>83 | 1,298.21            | 0100 | 0000000  | 0000 | 7200 | 5450000 | 071  |         |    |
| 004056 - OPTIMUM FLOORCARE             | 14264006 | 2,669.34       | 423846 & 424534    | 2,669.34       | 00000002<br>63 | 1,290.18            | 0100 | 0000000  | 0000 | 8200 | 4300020 | 069  |         |    |
| 004056 - OPTIMUM FLOORCARE             | 14264006 | 2,669.34       | 423846 & 424534    | 2,669.34       | 00000002<br>63 | 1,379.16            | 0100 | 0000000  | 0000 | 8200 | 4300020 | 069  |         |    |
| 004732 - LEAL & TREJO APC              | 14264007 | 55,717.41      | JANUARY 2017       | 55,717.41      | 00000017<br>11 | 715.48              | 0100 | 0000000  | 0000 | 7100 | 5800002 | 063  |         |    |
| 004732 - LEAL & TREJO APC              | 14264007 | 55,717.41      | JANUARY 2017       | 55,717.41      | 00000017<br>11 | 6,778.77            | 0100 | 0000000  | 0000 | 7100 | 5800002 | 063  |         |    |
| 004732 - LEAL & TREJO APC              | 14264007 | 55,717.41      | JANUARY 2017       | 55,717.41      | 00000017<br>11 | 21,147.86           | 0100 | 0000000  | 0000 | 7100 | 5800002 | 063  |         |    |
| 004732 - LEAL & TREJO APC              | 14264007 | 55,717.41      | JANUARY 2017       | 55,717.41      | 00000017<br>11 | 13,416.32           | 2110 | 9010000  | 0000 | 8100 | 5800002 | 064  |         |    |
| 004732 - LEAL & TREJO APC              | 14264007 | 55,717.41      | JANUARY 2017       | 55,717.41      | 00000017<br>11 | 2,363.02            | 0100 | 0000000  | 0000 | 7200 | 5800150 | 054  |         |    |
| 004732 - LEAL & TREJO APC              | 14264007 | 55,717.41      | JANUARY 2017       | 55,717.41      | 00000017<br>11 | 11,295.96           | 0100 | 0000000  | 0000 | 7200 | 5800200 | 062  |         |    |
| 004747 - PRINCIPAL'S EXCHANGE          | 14264008 | 20,000.00      | 1187-1197 -1205    | 15,000.00      | 00000016<br>54 | 15,000.00           | 0100 | 3010000  | 1110 | 1000 | 5800010 | 024  |         |    |
| 004747 - PRINCIPAL'S EXCHANGE          | 14264008 | 20,000.00      | 1217               | 5,000.00       | 00000016<br>54 | 5,000.00            | 0100 | 3010000  | 1110 | 1000 | 5800010 | 024  |         |    |
| 004774 - THINK TOGETHER                | 14264009 | 2,734.80       | 8542               | 2,734.80       | 00000013<br>15 | 2,734.80            | 0100 | 0000001  | 1110 | 1000 | 5800010 | 061  |         |    |
| 004800 - ALAS                          | 14264010 | 350.00         | 1062               | 350.00         | 00000017<br>73 | 350.00              | 0100 | 0000000  | 0000 | 7100 | 5300000 | 064  |         |    |
| 004800 - CALIFORNIA FINANCIAL SERVICES | 14264011 | 30,000.00      | OC 2017-64         | 30,000.00      | 00000017<br>15 | 30,000.00           | 2110 | 9010000  | 0000 | 8100 | 5800010 | 064  |         |    |
| 004800 - SOUTHRINE TRAINING SERVICES   | 14264012 | 6,021.00       | 1-02-17 - 03-31-17 | 6,021.00       | 00000017<br>14 | 6,021.00            | 1200 | 9010000  | 0001 | 1000 | 5800010 | 076  |         |    |

1050

202

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 |
|--------------------------|----------|----------------|------------|----------------|----------------|---------------------|------|----------|------|-------|---------|------|---------|----|
| 03146A - STOTZ EQUIPMENT | 14264013 | 51.61          | P34704     | 51.61          | 00000002<br>65 | 51.61               | 0100 | 00000000 | 0000 | 8200  | 4300014 | 069  |         |    |

Business Unit Total: \$223,458.50

1050

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Administration  
Julio Fonseca, Ed.D., Superintendent

**AGENDA ITEM:** RESOLUTION NO. 16/17-0015 – BOARD COMPENSATION FOR MISSED MEETINGS

**BACKGROUND INFORMATION:**

The Governing Board of the San Ysidro School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250.

Education Code 35120 provides that the monthly compensation provided to Board members shall commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board resolution. Rosaleah Pallasigue was absent from the Regular Board meeting of July 14, 2016.

**RECOMMENDATION:**

Adopt Resolution No. 16/17-0015 recognizing that Rosaleah Pallasigue was absent from the Regular Board meeting of July 14, 2016 due to hardship and received the maximum monthly compensation for that month.

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** 

Financial Implications?  
 Yes     No

Are funds for this item included in the 2016-2017 Budget?  
 Yes     No

Requisition #

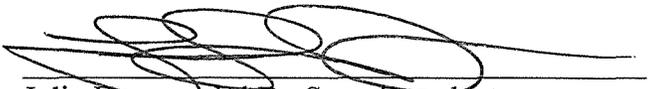
(Amount)

(Name of funding source and/or location)

(Funding account number)

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD**

**RESOLUTION NO. 16/17-0015**

**BOARD COMPENSATION FOR MISSED MEETINGS**

**WHEREAS**, the Governing Board of the San Ysidro School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250; and

**WHEREAS**, Education Code 35120 provides that the monthly compensation provided to Board members shall be commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board resolution; and

**WHEREAS**, Education Code 35120 specifies limited circumstances under which the Board is authorized to compensate a Board member for meetings he/she missed; and

**WHEREAS**, the Board finds that Rosaleah Pallasigue did not attend the Regular Board meeting on July 14, 2016, for the following reason(s):

- Performance of other designated duties for the district during the time of the meeting
- Illness or jury duty
- Hardship deemed acceptable by the Board

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Board of the San Ysidro School District approved full compensation of the Board member for the month of July 2016.

**PASSED AND ADOPTED THIS** 8th day of June, 2017 at a regular meeting, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Julio Fonseca, Ed.D., Secretary

\_\_\_\_\_  
Rosaleah Pallasigue, Board President

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Administration  
Julio Fonseca, Ed.D., Superintendent

**AGENDA ITEM:** RESOLUTION NO. 16/17-0016 – BOARD COMPENSATION FOR MISSED MEETINGS

**BACKGROUND INFORMATION:**

The Governing Board of the San Ysidro School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250.

Education Code 35120 provides that the monthly compensation provided to Board members shall commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board resolution. Marcos A. Diaz was absent from the Special Board meeting of June 2, 2017.

**RECOMMENDATION:**

Adopt Resolution No. 16/17-0016 recognizing that Marcos A. Diaz was absent from the Special Board meeting of June 2, 2017 due to hardship and will receive the maximum monthly compensation for that month.

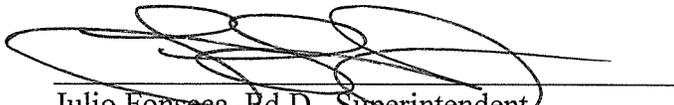
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|  |  |  |
|--|--|--|
| <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Ratify <input type="checkbox"/> Other |  | Business Services Reviewed: <u>JSN</u>           |
| Financial Implications?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No   | Are funds for this item included in the 2016-2017 Budget?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Requisition #<br><input type="text"/>            |
| <input type="text" value="\$264.60"/><br>(Amount)  | <input type="text" value="General Fund"/><br>(Name of funding source and/or location)  | <input type="text"/><br>(Funding account number) |

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD**

**RESOLUTION NO. 16/17-0016**

**BOARD COMPENSATION FOR MISSED MEETINGS**

**WHEREAS**, the Governing Board of the San Ysidro School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250; and

**WHEREAS**, Education Code 35120 provides that the monthly compensation provided to Board members shall be commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board resolution; and

**WHEREAS**, Education Code 35120 specifies limited circumstances under which the Board is authorized to compensate a Board member for meetings he/she missed; and

**WHEREAS**, the Board finds that Marcos A. Diaz did not attend the Special Board meeting on June 2, 2017, for the following reason(s):

- Performance of other designated duties for the district during the time of the meeting
- Illness or jury duty
- Hardship deemed acceptable by the Board

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Board of the San Ysidro School District approves full compensation of the Board member for the month of June 2017.

**PASSED AND ADOPTED THIS** 8th day of June, 2017 at a regular meeting, by the following vote:

**AYES:**\_\_\_\_\_ **NOES:**\_\_\_\_\_ **ABSENT:**\_\_\_\_\_ **ABSTAIN:** \_\_\_\_\_

Attest:

\_\_\_\_\_  
Julio Fonseca, Ed.D., Secretary

\_\_\_\_\_  
Rosaleah Pallasigue, Board President

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Educational Services  
Manuela Colom, Executive Director

**AGENDA ITEM:** AGREEMENT WITH ILLUMINATE EDUCATION

**BACKGROUND INFORMATION:**

Illuminate Education creates tools, services and training to promote educator and student success and to empower people from all backgrounds to reach their full potential in school and career achievement. Illuminate Education offers Illuminate Data & Assessment (DnA), a platform that provides all school-sites staff a single, web-based point of access to meet data, assessment and reporting needs. Educators will have instant access to tools that will allow them to analyze the efficacy of the teaching and learning in both qualitative and quantitative data. Instructional leaders have timely and relevant reports to support the development of each school site's core curriculum and key instructional strategies.

The three-year proposal includes data import support, system maintenance, system support, and user support for the length of the contract. It also includes ongoing system upgrades at no additional cost to the District.

Cost implications include:

First year: \$33,386.00 for training and service package.

Second year: \$30,199.00 for service package.

Third year: \$31,512.00 for service package.

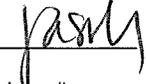
Fees will be paid in three installments, due at the beginning of each school year.

**RECOMENDATION:**

Approve the three-year software license agreement with Illuminate Education for school years 2017-2020 at an estimated cost of \$95,097.00 from the supplemental and concentration funds.

---

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

\$95,097.00

(Amount)

Supplemental & Concentration Funds

(Name of funding source and/or location)

--

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

## **DnA Software Services Agreement**

This DnA Software Services Agreement (“*Agreement*”) is entered into effective as of 2017 (“*Effective Date*”) by and between Illuminate Education, Inc., a California corporation (“*Illuminate*”), and San Ysidro School District (“*District*”).

### **RECITALS**

WHEREAS, District desires to implement a web-based software system for student data and assessment management;

WHEREAS, Illuminate has developed, owns and hosts online such a system known as the Illuminate Data and Assessment Management System (the “*System*”);

WHEREAS, Illuminate also has acquired from third parties the right to make available in conjunction with the System (i) a database of test questions known as (“*Item Bank*”) and (ii) software for automated grading of multiple choice exams (“*Grading Software*”);

WHEREAS, District desires to access and use the System and obtain the other services as provided herein.

NOW, THEREFORE, in consideration of the mutual representations, warranties and agreements contained herein, the parties hereto agree as follows:

### **AGREEMENT**

1. Term of Agreement. Unless earlier terminated as provided herein, the initial term of this Agreement shall be from the Effective Date through June 30, 2020 (“*Term*”).

2. System Services; Third Party Services.

(a) System Services. Subject to the terms of this Agreement, during the Term, District and District Users (as defined below) may access and use the System for the benefit of District’s students, but only with respect to the schools identified on Exhibit A hereto. Exhibit A may be amended for future school years to include additional District schools. District is responsible for the actions of all District Users and other District employees and agents, for ensuring that only District Users are provided access to the System (including ensuring ID and password security), and that access of District Users is limited to that portion of the System and District Data (as defined below) as is reasonably necessary in order to fulfill the purposes of this Agreement. “*District Users*” means District employees, students and such students’ parents or guardians holding a valid ID and password to use the System issued by the District.

(b) Third Party Services. Illuminate has entered into agreements with third parties that permit it to authorize District Users to download from such third parties’ servers, or otherwise access, and use, through the System, (A) the Grading Software and (B) the Item Bank, subject, in certain instances, to execution of a standard end user license agreement with the third party provider. So long as Illuminate continues to have the right from the applicable third party to authorize District to use the Grading Software and the Item Bank in connection with the System, it will enable the System to allow District Users to do so. In the event that Illuminate ceases to have such right, or the applicable third party dissolves or otherwise ceases to make such product available to Illuminate, Illuminate will work with District to identify an alternative product providing substantially similar functionality and on substantially similar terms, and make such product available to

District. If Illuminate is unable to find or obtain the right to provide an alternative product on such terms, District's sole remedy will be either (i) a reduction in the Annual Fee by \$1.00 per student, in the case of the unavailability of the Grading Software, and the per student fee indicated in the table below in 3 (b), in the case of the unavailability of the Item Bank, or (ii) termination of this Agreement. Illuminate makes no representations or warranties regarding the functionality, quality or continuing availability of either the Grading Software or the Item Bank (or any alternative product) and will have no liability with respect thereto.

3. Fees.

(a) Annual Fee. District agrees to pay to Illuminate an annual fee (the “*Annual Fee*”) for access and use of the System and applicable third party services each school year during the Term.

(b) Student Count. The parties agree that the number of students to be used in calculating the Annual Fee for each school year (the “*Student Count*”) shall be the number of students during the preceding school year based upon the official California state website for schools in the District that will be using or are authorized to use the System.

By way of example, the estimated Annual Fees for the Term assuming the following Student Count(s) would be as follows:

Implementation Phase

| QTY   | PRODUCT                        | DESCRIPTION   | LIST       | UNIT       | TOTAL PRICE |
|-------|--------------------------------|---|------------|------------|-------------|
| 5,252 | DnA - Licenses                 | Additional Licenses - Illuminate Data and Assessment™         | \$3.50     | \$0.00     | \$0.00      |
| 5,252 | Grading Software               | Assessment Scanning and Scoring                               | \$1.00     | \$0.00     | \$0.00      |
| 5,252 | Content: INSPECT               | Key Data Systems' INSPECT Item Bank and Pre-built Assessments | \$1.50     | \$0.00     | \$0.00      |
| 3     | Training: DnA Local (Full Day) | Full Day On-site DnA Training (Local Trainer)                 | \$1,500.00 | \$1,500.00 | \$4,500.00  |
|       |                                |   |            | Total      | \$4,500.00  |

Year 1

| QTY   | PRODUCT          | DESCRIPTION   | LIST   | UNIT   | TOTAL PRICE |
|-------|------------------|---|--------|--------|-------------|
| 5,252 | DnA - Licenses   | Additional Licenses - Illuminate Data and Assessment™         | \$3.50 | \$3.00 | \$15,756.00 |
| 5,252 | Grading Software | Assessment Scanning and Scoring                               | \$1.00 | \$1.00 | \$5,252.00  |
| 5,252 | Content: INSPECT | Key Data Systems' INSPECT Item Bank and Pre-built Assessments | \$1.50 | \$1.50 | \$7,878.00  |
|       |                  |   |        | Total  | \$28,886.00 |

Year 2

| QTY   | PRODUCT          | DESCRIPTION   | LIST   | UNIT   | TOTAL PRICE |
|-------|------------------|---|--------|--------|-------------|
| 5,252 | DnA - Licenses   | Additional Licenses - Illuminate Data and Assessment™         | \$3.50 | \$3.25 | \$17,069.00 |
| 5,252 | Grading Software | Assessment Scanning and Scoring                               | \$1.00 | \$1.00 | \$5,252.00  |
| 5,252 | Content: INSPECT | Key Data Systems' INSPECT Item Bank and Pre-built Assessments | \$1.50 | \$1.50 | \$7,878.00  |
|       |                  |   |        | Total  | \$30,199.00 |

| QTY   | PRODUCT          | DESCRIPTION   | LIST   | UNIT   | TOTAL PRICE |
|-------|------------------|---|--------|--------|-------------|
| 5,252 | DnA - Licenses   | Additional Licenses - Illuminate Data and Assessment™         | \$3.50 | \$3.50 | \$18,382.00 |
| 5,252 | Grading Software | Assessment Scanning and Scoring                               | \$1.00 | \$1.00 | \$5,252.00  |
| 5,252 | Content: INSPECT | Key Data Systems' INSPECT Item Bank and Pre-built Assessments | \$1.50 | \$1.50 | \$7,878.00  |
|       |                  |   |        | Total  | \$31,512.00 |

(c) Initial Training. Illuminate will provide initial training to District in the basic use of the System to be presented as both parties mutually agree. Fees for initial training will be billed by Illuminate following the execution of the Agreement.

Additional Training and Services. Upon written request and authorization by District, Illuminate will conduct additional training and provide additional services to District. Training after initial training is exhausted will be at a rate equal the initial training rate for on-site training and \$500 per day for on-line training.

(d) Payment. The Annual Fee for each school year and fees for training and services shall be paid by District within 30 days of receipt of an invoice from Illuminate. Illuminate may submit an invoice for the Annual Fee in advance of each school year on or after the first day of such school year. Illuminate may submit an invoice for training and other services following the provision of such training or service.

(e) Failure to Make Payment. In the event District fails to pay the Annual Fee or other fees due hereunder when due it will constitute a material breach of this Agreement and, upon written notice from Illuminate, District agrees to immediately cease, and to cause District Users to immediately cease, using the System and Illuminate will have no further obligation to provide any maintenance or support to District or District Users.

(f) Taxes. The fees in this Section 3 do not include sales, use or similar taxes which may be applicable. District is solely responsible and liable for payment of all sales, use, excise, value added or similar taxes, duties or charges imposed by any federal, state or local government or jurisdiction with respect to any fees or other payments to be made by District to Illuminate under this Agreement, excluding taxes based on Illuminate’s overall net income.

4. Ownership of System; Third Party Materials. Illuminate and its third party providers are and will remain the exclusive owners of all right, title and interest in and to the System and all derivative works, and in the materials licensed or provided by such third parties to Illuminate (“*Third Party Materials*”), including but not limited to copyrights, patent rights, and trade secrets and all other intellectual property rights as may exist now and/or hereafter come into existence, subject only to the rights of third parties in open source components. In addition, Illuminate shall own any and all other ideas, concepts, themes, technology, algorithms, programming codes, documentation or other intellectual property or copyrightable material conceived, developed, created, written or contributed by Illuminate pursuant to this Agreement (“*Specific Developments*”). District will have no rights in the System, any derivative works, the Specific Developments or Third Party Materials, except the right to access and use them as expressly set forth in this Agreement. District agrees not to (i) alter, merge, modify, adapt or translate the System or Third Party Materials, or decompile, reverse-engineer, disassemble, or otherwise reduce the System or Third Party Materials to a human-perceivable form, (ii) sell, rent, lease or license the System or Third Party Materials, (iii) create derivative works based on

the System or Third Party Materials or (iv) permit anyone other than District Users to use the System. District acknowledges that the System is confidential in nature and constitutes a trade secret of Illuminate and agrees to use reasonable efforts to prevent inadvertent disclosure of the System, or elements thereof, to any third party during the Term or thereafter.

5. Implementation, Data Conversion and Hosting. Illuminate agrees to provide the services associated with the implementation of the System and District Data conversion and hosting as follows:

(a) Hosting. The System and District Data will be hosted on Illuminate's servers.

6. System Maintenance and Support. Illuminate agrees to provide maintenance and support of the System to District. Such maintenance and support will include coverage in the form of bug fixes and other corrections to the System; telephone and e-mail support for questions regarding operations of the System; change the System as necessary to incorporate upgrades and new features; support to District in resolving problems/errors resulting from misuse or hardware/software failure; telephone or web conferences with District to address future growth or modifications to the System. Maintenance and support of the System is provided at no additional cost to District. Illuminate is not responsible for, nor will it have any liability resulting from, (a) modifications to or alterations of the System or databases by District or District Users, District employees or agents, unless such modification or alteration is approved in writing by Illuminate, or (b) any failure of District equipment or software.

7. Responsibilities of District. District agrees to prepare and furnish to Illuminate upon request such information as is reasonably requested by Illuminate in order for Illuminate to perform its obligations under this Agreement.

8. District Data.

(a) Ownership and Control. District will retain ownership of, and the ability to control, all District information, including Pupil Records (as defined below), imported into the System ("***District Data***"). Illuminate may, however, internally use District Data that has been de-identified, including aggregated de-identified information, in order to improve its educational products, to demonstrate the effectiveness of its products and in the development and improvement of educational sites, services or applications. Upon the termination of this Agreement, to the extent District Data resides on Illuminate servers, Illuminate agrees to assist in the transfer all District Data back to District in an industry standard open format such as SQL at no charge.

(b) Sharing of District Data. Illuminate will not share District Data with or disclose it to any third party, except (i) to District Users, (ii) as directed by District or District Users, (iii) to Illuminate's subcontractors who need access to fulfill Illuminate's obligations under this Agreement and who have agreed to maintain the confidentiality of such information or (iv) as required by applicable law. When Illuminate believes that any disclosure is required by applicable law, it will promptly notify District prior to the disclosure and give District a reasonable opportunity to object to the disclosure.

(c) Storage and Process. Illuminate will not share District Data with or disclose it to any third party, except (i) to District Users, (ii) as directed by District or District Users, (iii) to Illuminate's subcontractors who need access to fulfill Illuminate's obligations under this Agreement and who have agreed to maintain the confidentiality of such information or (iv) as required by applicable law. When Illuminate believes that any disclosure is required by applicable law, it will promptly notify District prior to the disclosure and give District a reasonable opportunity to object to the disclosure.

(d) Social Security Numbers. District agrees that it will not collect or store as part of the District Data or otherwise any social security numbers.

9. Privacy and Security of Student Data.

(a) Definitions.

(i) *“Pupil-Generated Content”* means materials created by a pupil, excluding pupil responses to a standardized assessment where pupil possession and control would jeopardize the validity and reliability of that assessment.

(ii) *“Pupil Records”* means any information (i) directly related to a pupil that is maintained by District or (ii) acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other District employee, but does not include de-identified information, including aggregated de-identified information, used by Illuminate to improve its educational products, to demonstrate the effectiveness of its products and in the development and improvement of educational sites, services or applications.

(b) Ownership and Control of Pupil Records. Pupil Records obtained by Illuminate from District will continue to be the property of and under the control of the District.

(c) Possession and Control of Pupil-Generated Content. Pupils may retain possession and control of their own Pupil-Generated Content, and may transfer their own Pupil-Generated Content to a personal account, by submitting a written request directly to the District.

(d) Use of Pupil Records. Illuminate will not use any information in a Pupil Record for any purpose other than those required or specifically permitted by this Agreement and specifically will not use personally identifiable information in a student’s Pupil Records to engage in targeted advertising.

(e) Correction of Pupil Records. A parent, legal guardian, or student who has reached 18 years of age may review personally identifiable information in the student’s Pupil Records and correct erroneous information contained therein by submitting a written request for access or a written description of the erroneous information and request for correction to District and furnishing District, upon request, such information as is reasonably required to respond to the request. District is responsible for correcting all such erroneous information and Illuminate agrees to fully cooperate with District to make such corrections.

(f) Security and Confidentiality. Illuminate will take all legally required actions to ensure the security and confidentiality of Pupil Records, including but not limited to the designation and training of responsible individuals. Illuminate will identify those employees and subcontractors who will have access to Pupil Records and ensure that such individuals receive instructions as to compliance with the security and confidentiality requirements of this Agreement with respect to Pupil Records. Illuminate warrants that all Pupil Records will be encrypted in transmission. Illuminate further warrants that it will deploy electronic security tools and technologies, including anti-virus protection and intrusion-detection methods in providing the services under Agreement.

(g) Notice of Unauthorized Disclosure. In the event of an unauthorized disclosure of Pupil Records, each party agrees to advise the other promptly upon discovery of such a disclosure and, if required by law, District will notify affected parents, legal guardians, or students who have reached 18 years of age, as applicable, in writing of such unauthorized disclosure.

(h) Certification of Non-Retention. Illuminate certifies that, in accordance with this Agreement, Pupil Records will not be retained or available to Illuminate upon completion of the terms of this Agreement. This certification may be enforced through any lawful means, including but not limited to civil action.

(i) FERPA and State Equivalent Compliance. District and Illuminate each represents and warrants that it and its agents, employees and subcontractors have and will continue to receive training so as to be familiar with the provisions of the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and equivalent state provisions, and each party agrees that it will comply with such provisions and take all reasonable measures necessary to protect Pupil Records from disclosure.

(j) Other Third Party Content. Nothing in this Section shall be construed to impose liability on Illuminate for content provided by any third party.

#### 10. Illuminate Warranty.

(a) System Warranty. Illuminate warrants to District that the System as delivered, will materially comply with the published specifications of Illuminate for such System. Illuminate does not warrant that the operation of the System will be uninterrupted or error-free. IN PARTICULAR, FOR PURPOSES OF THE FOREGOING WARRANTY, ILLUMINATE AND DISTRICT ACKNOWLEDGE THAT THE SYSTEM IS NOT AND CANNOT BE MADE TO BE 100% ACCURATE, AND THAT ANY ERRORS OR FAILURE TO PERFORM SHALL NOT BE DEEMED A BREACH OF SUCH WARRANTY UNLESS THEY ARE SIGNIFICANT AND NOT TO BE EXPECTED IN LIGHT OF THE LIMITATIONS OF SYSTEMS OF THIS TYPE.

(b) Disclaimer of Warranties. EXCEPT FOR THE EXPRESS WARRANTY SET FORTH ABOVE, THE SYSTEM AND ALL ILLUMINATE SERVICES ARE PROVIDED "AS IS" AND ILLUMINATE HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHER, AND ILLUMINATE SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE OR TRADE PRACTICE. ALL THIRD-PARTY SERVICES ARE PROVIDED "AS IS" AND ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY THIRD PARTY SERVICES IS STRICTLY BETWEEN DISTRICT AND THE THIRD-PARTY OWNER OR DISTRIBUTOR OF THE THIRD-PARTY SERVICES.

#### 11. Indemnification.

(a) By Illuminate. Illuminate agrees to defend, indemnify and hold harmless District and its directors, officers, employees, and agents from and against all damages, costs (including reasonable attorneys' fees), judgments and other expenses arising out of or on account of any third party claim: (i) alleging that District's use of the System infringes or misappropriates the proprietary or intellectual property rights of any third party, except to the extent that such infringement results from District's misuse of or modifications to the System; (ii) that results from the gross negligence or intentional misconduct of Illuminate or its employees or agents; or (iii) that results from any material breach of any of the representations, warranties or covenants contained herein by Illuminate.

(b) By District. To the extent permitted under applicable law, District agrees to defend, indemnify and hold harmless Illuminate and its directors, officers, employees, and agents from and against all damages, costs (including reasonable attorneys' fees), judgments and other expenses arising out of or on account of any

third party claim that results from (i) the gross negligence or intentional misconduct of District or its employees or agents or (ii) any material breach of any of the representations, warranties or covenants contained herein by District.

(c) Indemnification Procedure. The parties' obligation to indemnify is subject to the conditions that the party with the obligation to indemnify ("*Indemnifying Party*") is given prompt notice of any such claims and is given primary control of and all reasonably requested assistance (at the other party's cost) for the defense of such claims (with counsel reasonably satisfactory to the party being indemnified ("*Indemnified Party*")), provided that the Indemnified Party shall under no circumstances be required to admit liability, and provided further that any delay in notification shall not relieve the Indemnifying Party of its obligations hereunder except to the extent that the delay materially impairs its ability to indemnify. Without limiting the foregoing, the Indemnified Party may participate in the defense at its own expense and with its own counsel; provided that if the Indemnified Party reasonably concludes that the Indemnifying Party has conflicting interests or different defenses available with respect to such claim, the reasonable fees and expenses of one counsel to the Indemnified Party shall be borne by the Indemnifying Party. The Indemnifying Party shall not enter into or acquiesce to any settlement containing any admission of or stipulation to any guilt, fault, liability or wrongdoing on the part of the Indemnified Party or which would otherwise adversely affect the Indemnified Party without the Indemnified Party's prior written consent (which shall not be unreasonably withheld). The Indemnifying Party shall keep the Indemnified Party advised of the status of the claims and the defense thereof and shall consider in good faith the recommendations made by the Indemnified Party with respect thereto.

12. Insurance. Illuminate agrees to carry a comprehensive general and, if Illuminate has any company-owned or company-leased vehicles, automobile, liability (including cyber) insurance with limits of Two Million Dollars (\$2,000,000.00) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect Illuminate and District against liability or claims of liability which may arise out of this Agreement. Illuminate agrees to maintain workers' compensation insurance as required under applicable law.

13. Termination.

(a) Termination by District. District may terminate this Agreement without cause prior to the expiration of the Term, effective upon the end of a District fiscal year, by giving Illuminate written notice of its intent to so terminate at least sixty (60) days prior to the end of such District fiscal year.

(b) Termination for Cause. Either party may terminate this Agreement prior to the expiration of the Term, effective immediately upon written notice to the other party, in the event of a material breach of this Agreement by the other party hereto, which breach remains uncured for more than thirty (30) days after written notice thereof. In addition, either party may terminate this Agreement upon ten (10) days written notice to the other party upon the occurrence of any one or more of the following: (i) the institution by or against the other party of insolvency, receivership, or bankruptcy proceedings or any other proceedings for the settlement of the other party's debts; (ii) the other party making an assignment for the benefit of creditors; or (iii) the other party's dissolution.

(c) Rights in Law and Equity Remain. The foregoing rights to terminate are in addition to, not in lieu of, all other rights and remedies which may be available to either party under this Agreement, at law and/or in equity.

(d) Survival. The obligations in the following Sections will survive any expiration or termination of this Agreement: Sections 4, 8, 9, 10, 11, 13 and 14 and any obligations to pay for license fees, services, training or taxes pursuant to Section 3 that were earned or payable relating to the period prior to termination.

14. Miscellaneous.

(a) Entire Agreement; Counterparts. This Agreement and the Exhibits hereto contain the entire agreement between the parties with respect to the transactions contemplated hereby and supersedes all prior negotiations, commitments, agreements and understandings between them with respect thereto. This Agreement may be executed in two or more counterparts, all of which when taken together shall be considered one and the same agreement and will become effective when counterparts have been signed by each party and delivered to the other party, it being understood that both parties need not sign the same counterpart. In the event that any signature is delivered by facsimile transmission, or by e-mail delivery of a “.pdf” data file, such signature will create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile signature page were an original thereof.

(b) Notices. All notices, requests, demands and consents to be made hereunder to the parties hereto pursuant to this Agreement will be in writing and will be sufficiently given if personally delivered, sent by other means of electronic transmission (including electronic mail) or sent by mail, postage prepaid to the party at the following addresses or to such other address as either party may hereafter designate to the other in accordance herewith:

If to Illuminate:  
Illuminate Education, Inc.  
6531 Irvine Center Drive, Suite 100  
Irvine, California 92618  
Attention: Contracts Administrator  
E-mail: [Contracts@IlluminateEd.com](mailto:Contracts@IlluminateEd.com)

If to District:  
San Ysidro School District  
4350 Otay Mesa Road  
San Ysidro, California 92173  
Attention: Elizabeth Originales  
E-mail: [elizabeth@sysd.k12.ca.us](mailto:elizabeth@sysd.k12.ca.us)

(c) Assignment; Successors and Assigns. Neither party may assign this Agreement or its obligations hereunder without the prior written consent of the other party hereto, except that either party may assign this Agreement in connection with a sale of all or substantially all its outstanding equity or assets without the consent of the other party hereto. Subject to the foregoing, this Agreement will be binding upon, and inure to the benefit of, each of the parties hereto and, except as otherwise expressly provided herein, their respective legal representatives, successors and assigns.

(d) Amendments, Waivers and Severability. Except as otherwise provided herein, this Agreement may be amended, and compliance with any provision of this Agreement may be omitted or waived, only by written agreement duly signed by Illuminate and District. Any provision of this Agreement that is prohibited or unenforceable in any jurisdiction will not invalidate or render unenforceable the remaining provisions of this Agreement.

(e) Governing Law. This Agreement will be governed by, and construed and enforced in accordance with, the substantive laws of the State of California, without regard to its principles of conflicts of laws.

(f) Relationship of the Parties. Nothing contained in this Agreement will be construed as creating any agency, partnership, or other form of joint enterprise between the parties. The relationship between the parties will at all times be that of independent contractors. Neither party will have authority to contract for or bind the other in any manner whatsoever. This Agreement confers no rights upon either party except those expressly granted herein.

(g) Interpretation. This Agreement will be construed without regard to any presumption or rule requiring construction or interpretation against the party drafting an instrument or causing any instrument to be drafted. The headings in this Agreement are for reference only and will not affect the interpretation of this Agreement.

(h) No Third-Party Beneficiaries. Except for the indemnification rights of certain directors, officers, employees and agents expressly set forth in Section 11, this Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or will confer upon any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

(i) Improper Payments. Illuminate represents and warrants that it has not directly or indirectly offered or given, and will not directly or indirectly offer or give, to any employee, agent or representative of District any cash or noncash gratuity or payment with a view toward securing any business from District or influencing such person with respect to the conditions, or performance of any contracts with or orders from District, including without limitation this Agreement.

(j) EXCLUSION OF DAMAGES. IN NO EVENT WILL EITHER DISTRICT OR ILLUMINATE BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT OR ITS SUBJECT MATTER UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY AND OTHERWISE, FOR ANY: (a) IMPAIRMENT, INABILITY TO USE OR LOSS, INTERRUPTION, OR DELAY OF THE SYSTEM, (b) LOSS, DAMAGE OR CORRUPTION OF DATA OR (c) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED OR PUNITIVE DAMAGES, REGARDLESS OF WHETHER SUCH PERSONS WERE ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

(k) CAP ON MONETARY LIABILITY. IN NO EVENT WILL THE AGGREGATE LIABILITY OF EITHER PARTY UNDER OR IN CONNECTION WITH THIS AGREEMENT OR ITS SUBJECT MATTER, UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY AND OTHERWISE, EXCEED THE ANNUAL FEE FOR ONE YEAR SET FORTH IN SECTION 3. THE FOREGOING LIMITATION APPLIES NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.

(l) Force Majeure. In no event will either party be liable or responsible to the other party, or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any payment obligation), when and to the extent such failure or delay is caused by any circumstance beyond such party's reasonable control (a "*Force Majeure Event*"), including acts of God, flood, fire, earthquake or explosion, war, terrorism, invasion, riot or other civil unrest, embargoes or blockades in effect on or after the date of this Agreement, national or regional emergency, strikes, labor

stoppages or slowdowns or other industrial disturbances, passage of law or any action taken by a governmental or public authority, or national or regional shortage of adequate power or telecommunications. Performance times will be considered extended for a period of time equivalent to time lost because of any such delay by providing prompt written notice of such expected delay to the other party.

(m) Due Authority of Signatories. Each individual signing this Agreement on behalf of a party represents and warrants that he or she has been duly authorized by appropriate action of such party to execute, and thereby bind such party to, this Agreement.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the Effective Date.

**San Ysidro School District**

**ILLUMINATE EDUCATION, INC.**

\_\_\_\_\_  
Date

May 8, 2017  
Date

\_\_\_\_\_  
Signature



Lane Rankin, President

\_\_\_\_\_  
Print

\_\_\_\_\_  
Title

EXHIBIT A  
LOCATIONS

La Mirada Elementary (495)  
Ocean View Hills (737)  
San Ysidro Middle (515)  
Smythe Elementary (653)  
Sunset Elementary (777)  
Vista Del Mar (560)  
Willow Elementary (1,074)

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Preschool & Child Development Programs  
Lorena Varela-Reed, Director

**AGENDA ITEM:** AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR QUALITY PRESCHOOL INITIATIVE SERVICES

**BACKGROUND INFORMATION:**

The San Ysidro School District is entering into a new contract for fiscal year 2017-18 Quality Preschool Initiative (QPI) Program with the San Diego County Superintendent of Schools. QPI is funded by the First 5 Commission of San Diego County and administered through the San Diego County Office of Education (SDCOE).

The First 5 San Diego QPI builds upon the success of the seven-year Preschool for All Demonstration Project to create sustainable capacity in San Diego County to meet the needs of our early learners, with a focus on those with the highest needs. The First 5 San Diego Quality Preschool Initiative supports the First 5 Commission of San Diego Strategic Plan's core strategies to provide: quality enhancement of preschool classrooms; early identification and treatment of developmental delays and social emotional issues; parent and caregiver education to promote positive practices, and promotes healthy lifestyle behaviors for young children and their families that reduce childhood obesity (Live Well San Diego).

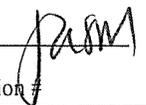
The Quality Preschool Initiative expands support for the delivery of quality preschool services throughout San Diego County communities that have State or Federal subsidized preschool programs. The SDCOE has allocated funds in the amount of \$109,800.00 for the District's 2017-18 QPI Program. These funds will be used to enhance the State Preschool and Head Start classes at three District sites.

**RECOMMENDATION:**

Approve the agreement with the San Diego County Office of Education (SDCOE) for a revenue of \$109,800.00 for the 2017-2018 Quality Preschool Initiative (QPI) Program.

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Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

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

Requisition #

Yes     No

Yes     No

Funding Source  
\$109,800.00  
(Amount)

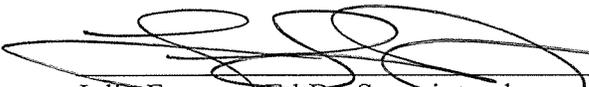
Preschool & Child Development (QPI)  
(Name of funding source and/or location)

12-06-9024-000-0001  
(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**San Diego County Superintendent of Schools  
Agreement with San Ysidro School District  
For Quality Preschool Initiative Services  
Agreement Number \_\_\_\_\_**

This Agreement, for services is entered into this 24th day of May, 2017, by and between the SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS (hereinafter referred to as "County") and SAN YSIDRO SCHOOL DISTRICT (hereinafter referred to as "Provider") for the First 5 San Diego Quality Preschool Initiative ("QPI").

**1. Scope of Services.**

Provider shall provide services as described in Exhibit "A" entitled "Special Provisions" attached hereto and made a part hereof.

**2. Compensation and Reimbursement.**

County shall compensate and reimburse Provider as provided in Exhibit "A" entitled "Special Provisions" attached hereto and made a part hereof.

**3. Term of Agreement.**

The term of this Agreement shall be as described on Exhibit "A" entitled "Special Provisions" attached hereto and made a part hereof.

**4. Termination.**

This Agreement may be terminated with or without cause by County. Termination without cause shall be effective only upon 60-day written notice to Provider. During said 60-day period Provider shall perform all consulting services in accordance with this Agreement. This Agreement may be terminated by County for cause in the event of a material breach of this Agreement, misrepresentation by Provider in connection with the formation of this Agreement or the performance of services, or the failure to perform services as directed by County. Termination for cause shall be effected by delivery of written notice of termination to Provider. Such termination shall be effective upon delivery of said notice.

**5. Confidential Relationship.**

County may from time to time communicate to Provider certain information to enable Provider to effectively perform the services. Provider shall treat all such information as confidential, whether or not so identified, and shall not disclose any part thereof without the prior written consent of the County. Provider shall limit the use and circulation of such information, even within its own organization, to the extent necessary to perform the services. The foregoing obligation of this Paragraph 5, however, shall not apply to any part of the information that (i) has been disclosed in publicly available sources of information; (ii) is, through no fault of Provider, hereafter disclosed in publicly available sources of information; (iii) is now in the possession of Provider without any obligation of confidentiality; (iv) is required to be disclosed by operation of law; or (v) has been or is hereafter rightfully disclosed to Provider by a third party, but only to the extent that the use or disclosure thereof has been or is rightfully authorized by that third party.

Provider shall not disclose any reports, recommendations, conclusions or other results of the services or the existence of the subject matter of this contract without the prior written consent of the County. In its performance hereunder, Provider shall comply with all legal obligations it may now or hereafter have respecting the information or other property of any other person, firm or corporation.

**6. Public Records Act.**

Provider acknowledges that the San Diego County Superintendent of Schools is a public agency subject to the requirements of the California Public Records Act Cal. Gov. Code section 6250 et seq. The San Diego County Superintendent of Schools acknowledges that Provider may submit information that Provider considers confidential, proprietary, or trade secret information pursuant the Uniform Trade Secrets Act (Cal. Civ. Code section 3426 et seq.), or otherwise protected from disclosure pursuant to an exemption to the California Public Records Act (Government Code sections 6254 and 6255). Provider acknowledges that the San Diego County Superintendent of Schools may submit to Provider information that the San Diego County Superintendent of Schools considers confidential or proprietary or protected from disclosure pursuant to exemptions to the California Public Records Act (Government Code sections 6254 and 6255). Upon request or demand of any third person or entity not a party to this Agreement ("Requestor") for production, inspection and/or copying of information designated by a Disclosing Party as Confidential Information, the Receiving Party as soon practical but within three (3) days of receipt of the request, shall notify the Disclosing Party that such request has been made, by telephone call, letter sent via facsimile and/or by US Mail to the address and facsimile number listed at the end of the Agreement. The Disclosing Party shall be solely responsible for taking whatever legal steps are necessary to protect information deemed by it to be Confidential Information and to prevent release of information to the Requestor by the Receiving Party. If the Disclosing Party takes no such action, after receiving the foregoing notice from the Receiving Party, the Receiving Party shall be permitted to comply with the Requestor's demand and is not required to defend against it.

**7. Ownership of Documents.**

All memoranda, reports, plans, specifications, maps and other documents prepared or obtained under the terms of this Agreement shall be the property of County and shall be delivered to County by Provider upon demand.

**8. No Assignments.**

Neither any part nor all of this Agreement may be assigned or subcontracted, except as otherwise specifically provided herein, or to which County, in its sole discretion, consents to in advance thereof in writing. Any assignment or subcontracting in violation of this provision shall be void.

**9. Audit.**

Provider agrees to maintain and preserve, until seven (7) years after termination of the Agreement with the County and to permit the State of California or any of its duly authorized representatives, to have access to and to examine and audit any pertinent books, documents, papers, and records related to this Agreement.

**10. Independent Contractor.**

It is expressly understood that at all times, while rendering the services described herein, and in complying with any terms and conditions of this Agreement, Provider is acting as an independent contractor and not as an officer, agent, or employee of the County.

**11. Licenses, Permits, Etc.**

Provider represents and declares to County that it has all licenses, permits, qualifications, and approvals of whatever nature that is legally required to practice its profession. Provider represents and warrants to County that Provider shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any license, permit, or approval which is legally required for Provider to practice its profession.

**12. Provider's Insurance.**

Provider shall provide insurance as set forth in Exhibit "A" entitled "Special Provisions" attached hereto and made a part hereof.

**13. Pupil Safety/School Safety Act.**

Contractor shall comply with all provisions of Education Code section 45125.1 et.sec.as applicable to the determination below. The COUNTY has completed the "Pupil Safety Provisions" below certifying the level of contact that CONTRACTOR is expected to have with COUNTY'S pupils.

  X   The COUNTY has determined that greater than limited contact with pupils may occur under the terms of this contract. Fingerprinting and certification will be required of the contractor. No work may take place until the requirements of Education Code section 45125.1 have been met.

       The COUNTY has determined that limited contact with pupils may occur under the terms of this contract. In lieu of fingerprinting, a COUNTY employee will provide supervision at all times when the CONTRACTOR has contact with pupils.

       The COUNTY has determined that there will be no contact with pupils under the terms of this contract.

The above determination is made by   Lucia Garay, Executive Director  

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(County Program Manager/Director)

**14. Tuberculosis Clearance.**

Provider shall certify in writing that Provider's employees, volunteers and subcontractors receive clearance for TB.

**15. Indemnification.**

The Provider agrees to hold harmless, defend, and to indemnify the County, its officers, agents, and employees against any and all losses, injuries, claims, actions, judgments, and liens arising from, or alleged to have arisen from, the Provider's performance or lack thereof under this Agreement.

**16. Tobacco-Free Facility.**

The County is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of County Office property.

**17. Notices.**

Notices shall be given as described on Exhibit "A" entitled "Special Provisions" attached hereto and made a part hereof.

**18. Governing Law/Venue.**

In the event of litigation, the Agreement and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate State or Federal court located in San Diego County.

**19. Compliance with Law.**

The Provider shall be subject to, and shall comply with, all Federal, State, and local laws and regulations applicable with respect to its performance under this Agreement including, but not limited to: licensing, employment, purchasing practices, wages, hours, and conditions of employment, including non-discrimination.

**20. Counterparts.**

This Agreement (and any amendments) may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument. Documents delivered electronically shall be valid and binding.

**21. Debarment, Suspension or Ineligibility Clause.**

By signing this Contract, the Provider certifies that the Provider, and any of its principles and/or subcontractors:

- i. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and;
- ii. Have not, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with containing, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery falsification or destruction of records, making false statements, or receiving stolen property. Provider certifies that no employee, officer, agent, or subcontractor who may come in contact with students in performance of this Agreement, has been convicted of a serious or violent felony.

**22. Final Approval.**

This Agreement is of no force or effect until approved by signature by the County Superintendent of Schools or his designee, the Assistant Superintendent of Business Services.

**23. Employment with Public Agency and Retirees.**

Provider, if an employee of another public agency, agrees that Provider will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are being performed pursuant to this Agreement. Retirees should seek guidance from their respective retirement system to avoid a loss of retirement benefits.

**24. Entire Agreement.**

This Agreement represents the entire Agreement and understandings of the parties hereto and no prior writings, conversations or representations of any nature shall be deemed to vary the provisions hereof. This Agreement may not be amended in any way except by a writing duly executed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.

**SAN DIEGO COUNTY SUPERINTENDENT  
OF SCHOOLS**

**SAN YSIDRO SCHOOL DISTRICT**

\_\_\_\_\_  
By (Authorized Signature)

Lora Duzyk  
Name (Type or Print)

Assistant Superintendent, Business Services  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
By (Authorized Signature)

J. Arturo Sanchez-Macias  
Name (Type or Print)

Deputy Superintendent  
Title

June 8, 2017  
Date

**San Diego County Superintendent of Schools  
Agreement with San Ysidro School District  
For Quality Preschool Initiative Services  
Exhibit "A": Special Provisions**

**A. Scope of Services.**

Subject to receipt of the fully executed contract and funding from First 5 Commission of San Diego effective July 1, 2017 to June 30, 2018 by the County, County and Provider agree to perform services as listed below. Provider shall provide the necessary qualified personnel to perform the services as detailed below.

**I. THE PROVIDER AGREES TO:**

- A. Comply with the Provider Scope of Work as described in **Exhibit "B"**.
- B. Comply with First 5 Commission Mandatory Article Flow-Down "recitals." A copy of this agreement document is attached as **Exhibit "C"**.
- C. Use the data and program management system, Pinwheel, as stated in the Provider Scope of Work (**Exhibit "B"**) and **Exhibit "B" – Attachments 1-7**.
  - i. Maintain for records the document regarding use of Pinwheel provided by Early Quality Systems (EQS) to SDCOE regarding compliance with California AB 1584. This is attached as **Exhibit "D" – Attachment 1**.
  - ii. Read, sign and return with the signed agreement the Sub-Contractor End User Agreement Terms of Use: Privacy Policy and User Agreement for Use of "Pinwheel." Utilize Pinwheel for all required data collection, quality assurance and reporting activities, as outlined in the *Scope of Work*. A copy of this document is attached as **Exhibit "D" – Attachment 2**.
- D. Complete necessary fiscal agreement with the QPI designated reimbursement agency no later than September 30, 2017 as per scope of work (**Exhibit "B"**) and form (**Exhibit "E"**).
- E. Prior to beginning services and with the execution of this agreement, provide QPI with copies of Providers current child care License(s) through Community Care Licensing with this agreement and current Certificate of Insurance in compliance with the requirements set forth below.

**II. SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS, OPERATING THE QUALITY PRESCHOOL INITIATIVE, AGREES TO:**

- A. Pay the designated reimbursement vendor in accordance with the Quality Preschool Initiative Scope of Work (**Exhibit "B"**) on a quarterly basis.
- B. Provide quality support, coaching, technical assistance, and guidance to the Provider in performing services under this agreement in accordance with the Scope of Work (**Exhibit "B"**).

**B. Compensation and Reimbursement.**

See **Exhibit “E”**.

The Quality Preschool Initiative designated reimbursement agency is the authorized entity to distribute reimbursements to agencies on a quarterly basis as stated in the Scope of Work (**Exhibit “B”**) and the Fiscal/Reimbursement Guidance and Information (**Exhibit “E”**)

Reimbursement funds to the Provider may be suspended at any point during the program year when violations to this agreement occur. Estimated Not to Exceed (NTE) amounts are included in **Exhibit “E” – Attachment 1**.

**C. Term of Agreement.**

This Agreement shall be effective from the period commencing upon July 1, 2017, and ending June 30, 2018, unless sooner terminated by County as provided in the section of this Agreement entitled "Termination." Upon expiration or termination of this Agreement, Provider shall return to County any and all equipment, documents or materials and all copies made thereof which Provider received from County or produced for County for the purposes of this Agreement.

**D. Project Contacts.**

The parties' representative contacts for the management of this project are:

SDCOE: Lucia Garay, Executive Director  
6401 Linda Vista Rd  
San Diego, CA 92111  
(858) 292-3801  
lgaray@sdcoe.net

Provider: Lorena Varela-Reed  
4350 Otay Mesa Rd.  
San Ysidro, CA 92173  
(619) 428-4476 x 3583  
lvreed@sysd.k12.ca.us

**E. Legal Notices.**

All notices hereunder shall be in writing and sent to the following address:

To SDCOE: Assistant Superintendent, Business Services  
6401 Linda Vista Rd  
San Diego, CA 92111

To Provider: San Ysidro School District  
4350 Otay Mesa Rd.  
San Ysidro, CA 92173

**F. Provider's Insurance.**

The Provider shall maintain and shall cause each Subcontractor to 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. The minimum amounts of such insurance shall be as hereinafter set forth.

Provider shall maintain limits no less than:

- A. **Commercial General Liability** 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.
- B. **Automobile Liability:** \$1,000,000 each accident for bodily injury and property damage.
- C. **Employer's Liability:** \$1,000,000 each accident for bodily injury or disease. Coverage shall include waiver of subrogation endorsement in favor of County of San Diego and Commission.
- D. **Professional Errors and Omissions Liability:** \$2,000,000 per claim with an aggregate limit of not less than \$4,000,000. **Any** self-retained limit shall be greater than \$25,000 per occurrence/event without County Risk Management approval. If policy contains one or more aggregate limits, a minimum of 50% of any such aggregate limit must remain available at all times; if over 50% of any such aggregate limit had been paid or reserved, County will require additional coverage to be purchased by Provider to restore the required limits. This coverage shall be maintained for a minimum of two years following termination or completion of Provider's work pursuant to the Contract.
- E. **Improper Sexual Conduct:** \$1,000,000 per occurrence with an aggregate of not less than \$2,000,000 for damages because of bodily injury by reason of negligent hiring and supervision.
- F. **Cyber Security Liability:** Coverage for both electronic and non-electronic data breach of \$1,000,000 per occurrence with an aggregate limit of not less than \$2,000,000 and shall cover all of Provider's employees, officials and agents. Coverage shall apply to any dishonest, fraudulent, malicious or criminal use of Provider's, Commission's or County's computers or servers to affect, alter, copy, corrupt, delete, disrupt or destroy a computer system or to obtain financial benefit for any party; to steal, take or provide unauthorized access of electronic data, including publicizing confidential electronic data or causing confidential electronic data to be accessible to unauthorized persons; transfer of computer virus, Trojan horse, worms or any other type of malicious or damaging code; and for Third-Party Liability encompassing judgements or settlement and defense costs arising out of litigation due to a data breach and data breach response costs for customer notification and credit monitoring service fees.

The Provider shall file, with the County, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the **SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS** as an additional insured.

**G. Workers' Compensation.**

The Provider shall provide workers' compensation insurance or shall self-insure their services in compliance with provisions of Section 3700 of the Labor Code of the State of California. A Certificate of Insurance may be provided, providing for such, or Provider shall sign and file on company letterhead stationery with the County the following certificate:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provision of that Code, and I will comply with such provision before commencing the performance of the work of this Agreement."

#### **H. Data Privacy and Protection**

All County content/data (to include but not limited to: students, teachers, interns, aides, Principals, and other administrative personnel) information involved in this agreement shall continue to be the property of and under the control of the San Diego County Superintendent of Schools (County).

All content/data created by the County or by its students or personnel using the service provided will cease to be retained by the Provider at the conclusion of this contract and will, in fact, be removed from the Provider's records.

The Provider will not use any information in a student or personnel record for any purposes other than those required or specifically permitted by this contract. Any other use of the County's student and personnel information will not be undertaken without the express, written consent of the County.

The Provider uses the following methods to ensure the privacy and security of all electronically stored information:

- transmission of student and personnel information is always via secure protocols (SFTP, SSL and/or encryption)
- no data transmission occurs via email
- student and personnel data is stored in an encrypted form and programmatic access to that data is done using secure coding standards without visible account or password information
- all server systems including data storage are maintained in a locked, secure, environmentally controlled facility
- all server systems have been hardened with industry standard recommended measures for security protection

The Provider will notify the County within 24 hours of the Provider discovering an unauthorized access or disclosure of County data.

The Provider and the County will work together to ensure compliance with FERPA regulations as applicable.



## Agency iPad Use Agreement

|                        |                            |                            |                |
|------------------------|----------------------------|----------------------------|----------------|
| First Name             | J. Arturo                  | Last Name                  | Sanchez-Macias |
| Agency                 | San Ysidro School District |                            |                |
| Job Title              | Deputy Superintendent      | Number of Devices Received | 16             |
|                        |                            | June 8, 2017               |                |
| Signature of Recipient |                            | Date                       |                |

By signing above, I acknowledge that the agency I represent has received the number of iPads indicated above to help support the data collection requirements of the First 5 San Diego Quality Preschool Initiative. iPads and inventories should be collected by the agency at the end of the year and redistributed at the beginning of the following school year. iPads previously issued to staff who do not return may be assigned to new staff or returned to the San Diego County Office of Education (SDCOE) for redistribution to other agencies as needed. Additionally, I acknowledge that:

- The sites and sessions designated for the Quality Preschool Initiative have wireless access to the internet.
- Usage of iPads conform to the SDCOE Use of Technology policy No. 3600. (<http://www.sdcoe.net/Board/Documents/ar/3600.pdf>)
- iPads signed for above will be inventoried and accountable to the San Diego County Office of Education.
- Each individual who is assigned an iPad will sign a QPI Individual iPad User Agreement.
- Training will be provided to iPad users to meet Quality Preschool Initiative expectations (with support from SDCOE).
- Usage of iPads is limited solely for adult use.
- My agency will use the devices for professional purposes only.
- My agency is responsible for replacing or fixing any lost or damaged iPads resulting from non-professional use.
- iPads will be removed from my agency's possession if anyone from my agency misuses the device in any way outside of professional activities.
- The San Diego County Office of Education reserves the right to reclaim iPads for any reason.
- If any iPad is lost or broken, it must be immediately reported to the San Diego County Office of Education and a SDCOE Capital Outlay Disposition Request form completed.
- If an iPad is stolen, I will assist by filing a police report and will attach it to the SDCOE Capital Outlay Disposition Request form.

### Agency Inventory Management

1. SDCOE will review the inventory of iPads issued to your agency on an annual basis. Agency Directors will be responsible for distributing iPads to staff and will ensure that iPad assignments reflect staffing changes as they occur anytime during the year.
2. If any iPad is broken, lost, or stolen, you will be requested to complete a QPI Capital Outlay Disposition Request form.
3. If an iPad is stolen, the police must be contacted and a police report needs to be attached to a QPI iPad damage report form. Replacement will be the responsibility of the preschool agency if breakage or loss is the result of non-professional use of iPads.
4. At the beginning of each year, you will be responsible for ensuring that all iPads are distributed to reflect any staffing changes.

### Questions

Please contact Melissa Nguyen: [mnguyen@sdcoe.net](mailto:mnguyen@sdcoe.net)



**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Preschool & Child Development Programs  
Lorena Varela-Reed, Director

**AGENDA ITEM:** AGREEMENT WITH SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS FOR QUALITY PRESCHOOL INITIATIVE SERVICES – PINWHEEL USE

**BACKGROUND INFORMATION:**

The Early Quality Systems, Inc. (EQS) is under contract with the San Diego County Office of Education (SDCOE) to provide a web-based Quality Rating and Improvement System (QRIS) data collection and program management system (Pinwheel) for use by designated Preschool Agencies, SDCOE staff, and selected sub-contractors. SDCOE contracts with EQS to provide the Pinwheel Site. Pinwheel's features are designed to facilitate enrollment, record assessment scores, tracking referrals, documenting professional development activities, taking attendance, and reporting to funders.

The Preschool and Child Development staff has been trained on the proper use of this system. The use of this system is a mandatory requirement under the terms of the First 5 QPI Program Agreement.

**RECOMMENDATION:**

Approve the agreement with the San Diego County Superintendent of Schools for the Quality Preschool Initiative – Pinwheel Use services through Early Quality Systems, Inc. during school year 2017-18 at no cost to the District.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

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

Requisition #

Yes     No

Yes     No

N/A

(Amount)

N/A

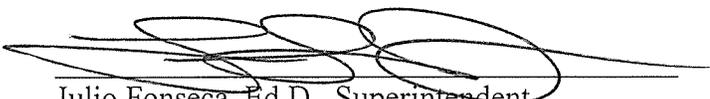
(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**



Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**San Diego County Superintendent of Schools  
Agreement with San Ysidro School District  
For Quality Preschool Initiative Services  
Exhibit "D": Pinwheel Use**

**Attachment 2: Sub-Contractor End User Agreement Terms of Use: Privacy Policy and User Agreement for Use of "Pinwheel"**

**Sub-Contractor End User Agreement  
TERMS OF USE: PRIVACY POLICY AND USER AGREEMENT  
FOR USE OF "PINWHEEL"**

(A third-party software system utilized in the implementation of the California Quality Rating and Improvement Grant)

YOU ARE REQUIRED TO READ AND ACCEPT THESE TERMS AND CONDITIONS AS A REQUIREMENT OF YOUR CONTRACT.

Before using Pinwheel, please read this Privacy Policy and the Terms of Use for the Pinwheel Site carefully. By using Pinwheel and its services, you acknowledge that you understand, accept and agree to the terms of this Privacy Policy and the Terms of Use for Pinwheel. If you have any questions concerning this Privacy Policy or the Terms of Use for Pinwheel, please contact the San Diego County Office of Education's Early Education Unit.

**Introduction**

Early Quality Systems, Inc. (EQS) is under contract with the San Diego County Office of Education (SDCOE) to provide a web-based Quality Rating and Improvement System (QRIS) data collection and program management system (Pinwheel) for use by designated Preschool Agencies, SDCOE staff, and selected sub-contractors. SDCOE contracts with EQS to provide the Pinwheel Site pursuant to agreed specifications. Some features of the Pinwheel Site may not be accessible to all users. This Privacy Policy explains SDCOE's privacy policy with respect to the personally-identifiable data collected through the Pinwheel Site.

**Purpose of Pinwheel**

Pinwheel is a program management and reporting system with features designed for use by a wide variety of early education stakeholders, including preschool teachers and other staff at preschool sites, funders, independent assessors, and professional development coaches. Some features of Pinwheel are designed for and available only to the preschool providers and their authorized staff ("Educators"). Other features of Pinwheel are designed for SDCOE staff and selected sub-contractors.

**Terms of Use and Privacy Policy**

**Information Use or Disclosure**

Named sub-contractor will not share with, or disclose to, third parties, the names of users, staff, students or other personally identifiable information collected through or in connection with the Pinwheel Site.

**Security and Confidentiality**

Subject to the other provisions of this Privacy Policy and contractual obligations, named sub-contractor will take reasonable steps to maintain the confidentiality of all personal information and student records collected and managed through the Pinwheel Site.

**FERPA Assurances**

When an unauthorized disclosure of pupil record data has been disclosed, named sub-contractor shall immediately notify SDCOE's Early Education Unit Executive Director.

User information and access to the Pinwheel Site is password protected for the privacy and protection of student personal and student assessment data. Educators, and selected sub-contractors of SDCOE are mandated by the Family Education Rights and Privacy Act (FERPA) to keep all user information and passwords confidential. If storage of this information is required, it is required that it be kept in a secure location. To protect data, users should always logoff when exiting the Pinwheel Site and not divulge or share user identification or passwords with anyone.

The sub-contractor is entirely responsible for maintaining the confidentiality of Pinwheel passwords and account information of all/any employees designated as Pinwheel users. Furthermore, as a sub-contractor, the agency is entirely responsible for any and all activities which occur under its account. The account holders agree to indemnify, defend and hold harmless SDCOE for any liability or expense arising from such use or misuse. Sub-contractor agrees to notify SDCOE's Early Education Unit Executive Director of any unauthorized use of the account or any other breach of security known to the sub-contractor.

**Restrictions on use of materials**

Personally identifiable information, or materials found on the Pinwheel Site may not be disclosed to any unauthorized third party, or used for any purpose not authorized by the functions/duties of the sub-contractor contracted with SDCOE. No data or material from the Site may be copied, reproduced, republished, uploaded, posted, transmitted, or distributed in any way that is not authorized by these Terms and Conditions of Use or SDCOE.

**Limitation of Liability**

Under no circumstances, including, but not limited to, negligence, shall SDCOE be liable to you or any party for any direct, indirect, special, or consequential damages that result from the use of, or inability to use, this web site. Applicable law may not allow the limitation or exclusion of liability or incidental or consequential damages, so the above limitation or exclusion may not apply to you. In addition, nothing in these terms and conditions is intended to waive or limit the sovereign immunity of SDCOE.

**Termination**

You may terminate your use of the Pinwheel Site at any time by ceasing to use the Pinwheel Site. Your use of the Pinwheel Site may also be terminated immediately by SDCOE if in SDCOE or EQS's sole determination you fail to comply with any term or provision of these terms and conditions.

**Privacy**

Users of the Pinwheel Site must review and uphold the terms of the Privacy Policy found on the Pinwheel Site. This Privacy Policy and the Terms of Use for the Pinwheel Site may be revised from time to time through an updated posting. You should, therefore, check both this Privacy Policy and the Terms of Use periodically. Revisions are effective upon posting and your continued use of the Pinwheel Site following the posting of such revisions will indicate your acceptance of such revisions.

**End User Agreement**

This End User Agreement shall be reviewed and executed by SDCOE and any Authorized Users designated by SDCOE as a sub-contractor to use the Pinwheel Site. Execution of the End User Agreement evidences the user's intent to be bound by the Terms of Use, Privacy Policy and End User Agreement.

SDCOE shall retain copies of executed End User Agreements. SDCOE agrees to use its best efforts to ensure that the Authorized Users use the Pinwheel site in accordance to the Terms of Use.

**THE UNDERSIGNED HAS CAREFULLY READ THE TERMS OF USE AND PRIVACY POLICY APPLICABLE TO THE PINWHEEL SITE, AS SET FORTH ABOVE, AND AGREES TO BE BOUND BY SUCH TERMS, CONDITIONS AND POLICIES.**

\_\_\_\_\_  
Signature

J. Arturo Sanchez,-Macias, Deputy Superintendent  
Print Name & Title

June 8, 2017  
Date

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Preschool and Child Development Programs  
Lorena Varela-Reed, Director

**AGENDA ITEM:** RESOLUTION AND CONTRACT WITH CALIFORNIA STATE DEPARTMENT OF EDUCATION – CALIFORNIA STATE PRESCHOOL PROGRAM (CSPP) 2017-18

**BACKGROUND INFORMATION:**

Adopting a resolution is required to certify the approval of the San Ysidro Elementary School District Governing Board to enter into contract (CSPP-7468) with the California State Department of Education for the purpose of providing Preschool & Child Development programs for children three and four years of age during the fiscal year 2017-18.

The funds from Contract No. CSPP-7468 in the amount of \$1,132,450.00 will be used to fund preschool classes at various District sites during 2017-18 school year.

**RECOMMENDATION:**

Adopt Resolution authorizing entering into local agreement and approving Contract No. CSPP-7468 with the California State Department of Education – California State Preschool Program (CSPP) for school year 2017-18.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: *JRM*

Financial Implications?

Yes     No

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

Yes     No

Requisition #

\$1,132,450.00  
(Amount)

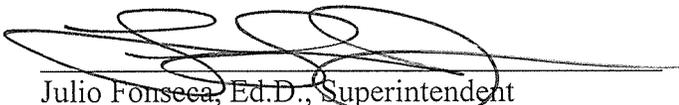
Preschool & Child Development  
(Name of funding source and/or location)

12-00-6105-000-0001  
(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board



DATE: July 01, 2017

CONTRACT NUMBER: CSPP-7468

PROGRAM TYPE: CALIFORNIA STATE  
PRESCHOOL PROGRAM

PROJECT NUMBER: 37-6837-00-7

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** SAN YSIDRO ELEMENTARY SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC 04/2017)\*; the STATE PRESCHOOL PROGRAM REQUIREMENTS\*; and the FUNDING TERMS AND CONDITIONS (FT&C)\*, which are by this reference made a part of this Agreement. Where the GTC 04/2017 conflicts with either the Program Requirements or the FT&C, the Program Requirements or the FT&C will prevail.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2017 through June 30, 2018. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$40.35 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$1,132,450.00.

**SERVICE REQUIREMENTS**

Minimum Child Days of Enrollment (CDE) Requirement                      28,066.0  
 Minimum Days of Operation (MDO) Requirement                              180

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (\*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at <http://www.cde.ca.gov/fg/aa/cd/ftc2017.asp>.

| STATE OF CALIFORNIA   |  | CONTRACTOR   |                       |                          |  |
|---|--|--|-----------------------|--------------------------|--|
| BY (AUTHORIZED SIGNATURE)   |  | BY (AUTHORIZED SIGNATURE)  |                       |                          |  |
| PRINTED NAME OF PERSON SIGNING<br>VALARIE BLISS,  |  | PRINTED NAME AND TITLE OF PERSON SIGNING<br>Julio Fonseca, Ed.D. |                       |                          |  |
| TITLE<br>CONTRACT MANAGER   |  | ADDRESS<br>4350 Otay Mesa Road, San Ysidro, CA 92173             |                       |                          |  |
| AMOUNT ENCUMBERED BY THIS DOCUMENT<br>\$ 1,132,450  | PROGRAM/CATEGORY (CODE AND TITLE)<br>Child Development Programs<br>(OPTIONAL USE) 0656<br>23038-6837 |  | FUND TITLE<br>General |                          | Department of General Services<br>use only |
| PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT<br>\$ 0   | ITEM 30.10.010.<br>6100-196-0001   | CHAPTER<br>B/A   | STATUTE<br>2017       | FISCAL YEAR<br>2017-2018 |  |
| TOTAL AMOUNT ENCUMBERED TO DATE<br>\$ 1,132,450   | OBJECT OF EXPENDITURE (CODE AND TITLE)<br>702                      SACS: Res-6105 Rev-8590           |  |                       |                          |  |
| I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above. |  | T.B.A. NO.   | B.R. NO.              |                          |  |
| SIGNATURE OF ACCOUNTING OFFICER   |  | DATE   |                       |                          |  |

**California Department of Education (CDE)  
DIRECTIONS AND FORMS  
FOR  
CHILD CARE AND DEVELOPMENT CONTRACTS**

**Please read carefully. This document contains the following information:**

- Directions for Contract Execution (page 2)
- Issues that will Delay Contract Execution (page 3)
- Resolution/Signature Authority (page 4)
- Sample Resolution (page 5)
- Frequently Asked Questions (pages 6-7)
- Checklist (page 8)
- Contractor Certification Clauses (CCC-04/2017) (pages 9-12)
- California Civil Rights Laws Certification (CO-005) (page 13) *NEW!*
- Contract (page 14)

## DIRECTIONS FOR CONTRACT EXECUTION

1. Review the Funding Terms and Conditions (FT&C), applicable Program Requirements, and the General Terms and Conditions (GTC 04/2017). If you are a State Agency or University, review the General Interagency Agreement (GIA 610).

All of the above can be found at the following link:

<http://www.cde.ca.gov/fq/aa/cd/ftc2017.asp>

2. Print **two (2) copies of this document** beginning with the Checklist through the Contract (pages 8-14), ***single-sided only***. Do not alter documents in any way.
  - Confirm that the printed pages are legible. If the contract language is cut off at the margin, follow the link below to correct the problem:  
<http://helpx.adobe.com/acrobat/kb/scale-or-resize-printed-pages.html>
3. Have **both** copies of the contract and all required documents filled out completely and signed by the authorized official.
  - Sign documents in ***blue ink*** only;
  - **Contracts signed in black ink, stamped signatures, or copies will NOT be accepted.**
  - Print name, title, and address where requested.
4. **Public agencies only** - Attach a copy of a resolution from the local governing body authorizing the execution of **each** contract.
  - ***Contracts will not be executed prior to board approval.***
5. Mail (e-mail not accepted) **both** signed contracts and all completed documents *as soon as possible* to:

**Contracts, Purchasing, and Conference Services  
California Department of Education  
1430 N Street, Suite 1802  
Sacramento, CA 95814-5901**

## ISSUES THAT DELAY CONTRACT EXECUTION

The following issues will delay contract execution and payment:

- Documents are unsigned, incomplete, or not returned.
- Contracts are mailed to the incorrect address.
- Contracts are e-mailed.
- The contract is not signed with original signatures in *blue ink*.
- The contract was printed illegibly, double-sided, or formatting has been changed.
- The individual signing the contracts does not have signature authority to enter into contractual agreements with the CDE.

## RESOLUTION/SIGNATURE AUTHORITY

### PUBLIC AGENCIES

According to the *State Contracting Manual, Volume 1*, when one of the contracting parties is a county, city, district, or other local public body, the contract shall be accompanied by one of the following documents from the local governing body authorizing execution of the agreement:

- Board resolution; or
- Board minutes; or
- Board policy

Please submit one resolution per contract.

### County Offices of Education

Because County Superintendents have the authority to enter into contracts without board approval, a resolution is not required **IF** the County Superintendent signs the contract. If anyone else signs, signature authority is required.

### PRIVATE AGENCIES

Generally, the Executive Director, Owner, President, etc. are the authorized signers. *If an individual with a different title than above signs the contract, provide one of the following indicating the signee has the authority to enter into and sign contractual agreements with the CDE:*

- Letter on company letterhead;
- Board Resolution; or
- Board Minutes



## FREQUENTLY ASKED QUESTIONS

### BOARD RESOLUTIONS/SIGNATURE AUTHORITY

**Do I need to provide a resolution and signature authority for an original contract?**

#### **Public Agency**

Yes, you need a resolution authorizing the contract. You also need to provide signature authority for the person signing the contract, if someone other than the Superintendent signs. See the sample resolution provided on the previous page.

#### **Private Agency**

The CDE does not require a resolution from a private agency. However, if an employee who is not the Executive Director, Owner, or President, etc. has signed the contract, signature authority is required. This can be provided by a resolution or letter on letterhead from the Executive Officer.

**Do I need a resolution for an amendment?**

If the resolution for the original contract specified the contract amount, a resolution containing the amended contract amount is required.

In addition, signature authority will be required if the person signing the amendment was not included as an authorized signer on the original resolution.

**I work for a County Superintendent of Schools. Does my contract need a resolution?**

Because County Superintendents have the authority to enter into contracts without board approval, a resolution is not required *IF* the County Superintendent signs the contract.

If someone other than the County Superintendent signs the contract, signature authority is required. This can be provided by a resolution or letter on letterhead signed by the County Superintendent.

### CONTRACT COPIES

**Can we e-mail copies of the signed contract?**

No. CDE can only accept contracts that contain original signatures, signed in blue ink.

## **FEDERAL ID NUMBER**

### **What is my Federal ID number?**

An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number, and is used to identify a business entity. Use this number to fill in the CCC-04/2017 and the CO-005 forms.

## **PRINTING ERRORS**

### **What is a misprint?**

A misprint occurs when the contract is printed illegibly, double-sided, or a change has been made to the formatting. Common examples are:

- The text on the left margin of the contract has been cut off. Fix problem here:  
<http://helpx.adobe.com/acrobat/kb/scale-or-resize-printed-pages.html>
- Toner issues cause the print to be illegible.
- The contract has been printed double-sided.
- Space has been added or deleted.

If this occurs, and the contract is sent to CDE, you will receive an e-mail asking you to re-print, re-sign and return a correctly printed contract. Contracts that have been altered in any way are unacceptable.

## **CONTACT INFORMATION**

### **When should I contact the Contracts Office?**

If you have a question regarding the status of the contract or questions about any of the attached documents, please contact the following:

|              |   |
|--------------|---|
| Counties A-N | Dawn Simpson <a href="mailto:dsimpson@cde.ca.gov">dsimpson@cde.ca.gov</a> |
| Counties O-Y | Favio Flores <a href="mailto:fflores@cde.ca.gov">fflores@cde.ca.gov</a>   |

For contract terms such as MDO, MRA, etc., contact the assigned Fiscal Analyst or EESD Consultant.

Direct all contract correspondence to:

**Contracts, Purchasing, and Conference Services  
California Department of Education  
1430 N Street, Suite 1802  
Sacramento, CA 95814-5901**

## CONTRACT CHECKLIST

*Please note that every form is required.*

Contractor Name San Ysidro Elementary School District Contract # CSPP - 7468

Place a check mark next to each item being returned.

- Checklist
- Two (2)** signed (in blue ink) child care contracts with original signatures
  - **Did you include your printed name, title, and address?**
  - **Is all of the contract language legible?**
- Two (2)** signed Contractor Certification Clauses (CCC-04/2017)
  - **Did you fill in ALL spaces including Federal ID Number?**
- Two (2)** signed California Civil Rights Laws Certifications (CO-005)
- Board resolution or minutes authorizing execution of contract and/or authorizing delegation of authority (if applicable)

Mail all signed contracts and completed documents *as soon as possible* to:

**Contracts, Purchasing, and Conference Services  
California Department of Education  
1430 N Street, Suite 1802  
Sacramento, CA 95814-5901**

CCC-04/2017

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

|   |  |  |
|---|--|--|
| <i>Contractor/Bidder Firm Name (Printed)</i><br><b>San Ysidro Elementary School District</b>    |  | <i>Federal ID Number</i><br><b>95-600-2821</b> |
| <i>By (Authorized Signature)</i><br><br>  |  |  |
| <i>Printed Name and Title of Person Signing</i><br><b>Julio Fonseca, Ed.D. - Superintendent</b> |  |  |
| <i>Date Executed</i><br><b>June 8, 2017</b>   | <i>Executed in the County of</i><br><b>San Diego</b> |  |

**CONTRACTOR CERTIFICATION CLAUSES**

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

### **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and

Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

**CO-005**

**CALIFORNIA CIVIL RIGHTS LAWS CERTIFICATION**

Pursuant to Public Contract Code section 2010, if a bidder or proposer executes or renews a contract in the amount of \$100,000 or more on or after January 1, 2017, the bidder or proposer hereby certifies compliance with the following:

1. **CALIFORNIA CIVIL RIGHTS LAWS:** For contracts \$100,000 or more, executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. **EMPLOYER DISCRIMINATORY POLICIES:** For contracts \$100,000 or more, executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

**CERTIFICATION**

|   |   |                          |
|---|---|--------------------------|
| I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. |   | <i>Federal ID Number</i> |
| <i>Proposer/Bidder Firm Name (Printed)</i><br>San Ysidro Elementary School District   |   | 95-600-2821              |
| <i>By (Authorized Signature)</i>  |   |                          |
| <i>Printed Name and Title of Person Signing</i><br>Julio Fonseca, Ed.D. - Superintendent  |   |                          |
| <i>Date Executed</i><br>June 8, 2017  | <i>Executed in the County and State of</i><br>San Diego, CA |                          |

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Maintenance, Operations, Transportation & Facilities  
Victor Guzman, Director

**AGENDA ITEM:** AGREEMENT WITH MARSAFETY COMPLIANCE SERVICES

**BACKGROUND INFORMATION:**

MarSafety Compliance Services provides training to employees who apply pesticides on an annual basis. The course is mandatory for certification of individuals that are pesticide handlers. The training helps to ensure that District staff have the knowledge of how to respond to any pest management related emergencies. The course also includes the Heat Illness Prevention and Hazard Communication training. Five employees within the grounds department will partake in this five-hour course.

Participants will learn the following:

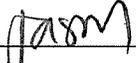
- Routine and emergency decontamination exposures
- Appropriate safety equipment
- Environmental concerns
- Health hazards including chronic health effects
- Proper labeling of pesticide products

**RECOMMENDATION:**

Approve the agreement with MarSafety Compliance Services to provide a mandatory annual pesticide compliance course for staff: Daniel Camberos, Ernesto Marquez, Jose Aguayo, Moises Camberos, Susana Anaya, and Jorge Barriga at a cost of \$650.00 from the general fund.

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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

(Amount)

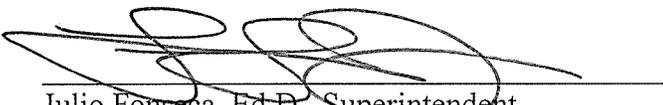
(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

**PROFESSIONAL SERVICES AGREEMENT**

This agreement is made and entered into this 9th day of June, 2017, by and between the San Ysidro School District, hereinafter called the "District", and

MarSafety Compliance Services  
Company/Consultant

(858) 292-6295  
Telephone Number

P. O. Box 81566, San Diego, CA 92138  
Address

\_\_\_\_\_  
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 "A"** 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.

# 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 A** 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 conditions and

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

amendments from District as herein provided. Consultant shall have no authority, express or implied, pursuant 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 subConsultant or employee to commence work until it has provided evidence satisfactory to the District.

(2) Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, 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, representatives, and employees. Such insurance shall survive after this agreement as permitted by law.

### MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

**Commercial General Liability (CGL)**: Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be **\$2,000,000** the required occurrence limit.

**Automobile Liability**: ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

**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.

**Professional Liability (Errors and Omissions)**: Insurance appropriate to the Consultant's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. *(If applicable – see footnote next page)*

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.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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 directed by District.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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.

## 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 \_\_\_\_\_.

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## SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

### 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

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.

|                      |   |
|----------------------|---|
| <b>CONSULTANT:</b>   | MarSafety Compliance Services                           |
| Name:                | Alicia Mariscal   |
| Title:               |   |
| Address:             | P.O. Box 81566  |
| City/State/Zip code: | San Diego, CA 92138                                     |
| Telephone:           | (858) 292-6295 / Fax (619) 241-2438 / www.marsafety.com |
| Email:               |   |

|                      |                               |                               |
|----------------------|-------------------------------|-------------------------------|
| <b>DISTRICT:</b>     | San Ysidro School District    |                               |
| Name:                | J. Arturo Sanchez Macias      | Victor H. Guzman              |
| Title:               | Deputy Superintendent         | Director of MOTF              |
| 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 ext. 3065      |
| Email:               | arturo.macias@systd.k12.ca.us | victor.guzman@systd.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

MARSAFETY COMPLIANCE SERVICES

Firm Name

SAN YSIDRO SCHOOL DISTRICT

Firm Name

Signature of Authorized Agent

Signature

Print Name, Title

J. Arturo Sanchez Macias, Deputy Superintendent  
Print Name, Title

Date:

Date

Phone Number

Board Approved

**12B.9**

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## SCHOOL SAFETY CERTIFICATION FORM

### **CERTIFICATION PURSUANT TO EDUCATION CODE SECTION 45125.1 Fingerprinting and Criminal Background Investigation Requirements**

(Complete only if pertinent)

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 subConsultant, 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.

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.

Consultant shall certify in writing to the District 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.

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.

It is understood that by signing this document, Consultant agrees that they are familiar with Education Code Section 45122.1. The following individuals are employees of Consultant who may come in contact with pupils in the performance of services in this contract.

Name

Last 4-digits of SSN or CDL Number

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

I certify that none of the individuals identified above have been convicted of a felony as defined in Education Code Section 45122.1.

Consultant \_\_\_\_\_

Name/title of authorized representative \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



*"Compliance and Safety Through Education"*

April 28, 2017

Mr. Victor Guzman,  
Director of Maintenance  
San Ysidro School District  
4350 Otay Mesa Road  
San Diego, California 92173

Dear Mr. Guzman:

MarSafety Compliance Services appreciates this opportunity to propose to provide the following professional training services to your maintenance personnel:

1. Update and implement a Pesticide Safety Training Program.  
Train pesticide handlers in General Pesticide Safety as required by Title 3 CCR § 6724 (*required for handlers annually*).  
Hazards of Pesticides; Routes by which pesticides enter the body; Emergency first aid for pesticide overexposure; How to obtain emergency medical care; Routine and emergency decontamination procedures including spill clean up; Personal protective equipment; Safety requirements and procedures, including engineering controls; Handling, transportation, storing and disposing of pesticides; Environmental concerns; Warnings about taking pesticides home; Employee rights; Provide chemical-specific training (required annually and when new chemicals are introduced) which include product label format and meaning of information about human health hazards contained therein, acute and chronic health effects, delayed effects and sensitization as identified in product labeling, Safety Data Sheet (SDS), Pesticide Safety Information Series (PSIS) and other sources.
2. Train employees on Heat Illness Prevention in accordance with Title 8, Sec. 3395 and Title 3, Sec. 6724
3. Train employees on Hazard Communication in accordance with Title 3, Sec. 6723
4. Offer hours of Continuing Education Credits for any QAC/QAL/PCA for time attended (5 Hrs. max)
5. Provide all necessary documentation.

The fee for the full program is \$650.00. Total maximum time required 5.0 hours.

I strongly believe that MarSafety Compliance Services has the capabilities and experience required to provide excellent service under this contract.

Please do not hesitate to call if you have any questions or if you need further explanation about the services mentioned in this proposal.

Best regards,

A handwritten signature in cursive script, appearing to read "Alicia Mariscal".

Alicia Mariscal

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** AGREEMENT WITH YMCA OF SAN DIEGO COUNTY (BORDER VIEW FAMILY YMCA) FOR 2017 SUMMER PROGRAM

**BACKGROUND INFORMATION:**

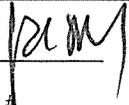
YMCA of San Diego County – Border View Family YMCA (YMCA) is a local community organization that is qualified and experienced in providing extended learning services. On May 30, 2017, the Governing Board approved YMCA as the provider for the 2017 Summer Extended Learning Program.

**RECOMMENDATION:**

Approve the agreement with YMCA of San Diego County (Border View Family YMCA) to provide services during the 2017 Summer Program in an amount not to exceed \$85,000.00 from the ASES supplemental fund and the general fund.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

Are funds for this item available in the 2016-17 & 2017-18 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:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

**PROFESSIONAL SERVICES AGREEMENT**

This agreement is made and entered into this 9th day of June, 2017, by and between the San Ysidro School District, hereinafter called the "District", and

YMCA of San Diego County (Border View Family YMCA)  
Company/Consultant

619-428-9622  
Telephone Number

3601 Arey Drive, San Diego, CA 92154  
Address

dmarin-lucchesi@ymca.org  
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 "A"** 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: June 12, 2017

To: July 21, 2017

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.

# 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 A* 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 direction and amendments from District as herein provided. Consultant shall have no authority, express or implied, to bind the District in any way.

# 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 subConsultant or employee to commence work until it has provided evidence satisfactory to the District.

(2) Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, 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, representatives, and employees. Such insurance shall survive after this agreement as permitted by law.

### MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be **\$2,000,000** the required occurrence limit.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
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 \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. *(If applicable – see footnote next page)*
5. **Improper Sexual Conduct:** \$1,000,000 per occurrence with an aggregate of not less than \$2,000,000.

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.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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.

**12B.10**

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# 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 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.

|                      |   |
|----------------------|---|
| <b>CONSULTANT:</b>   | <b>YMCA of San Diego County (Border View Family YMCA)</b> |
| Name:                | Deanie Marin-Lucchesi                                     |
| Title:               | Executive Director, Border View Family YMCA               |
| Address:             | 3601 Arey Drive   |
| City/State/Zip Code: | San Diego, CA 92154                                       |
| Telephone:           | (619) 428-9622 ext. 14403                                 |
| Email:               | Dmarin-lucchesi@ymca.org                                  |

**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

|                      |                                   |                                 |
|----------------------|-----------------------------------|---------------------------------|
| <b>DISTRICT:</b>     | <b>San Ysidro School District</b> |                                 |
| Name:                | J. Arturo Sanchez Macias          | Alexis Rodriguez                |
| Title:               | Deputy Superintendent             | Coordinator of ASES Programs    |
| 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:               | arturo.macias@sysd.k12.ca.us      | Alexis.rodriguez@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**

YMCA of San Diego County (Border View Family YMCA)  
Firm Name

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Print Name, Title

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Phone Number

**DISTRICT**

San Ysidro School District  
Firm Name

\_\_\_\_\_  
Signature

J. Arturo Sanchez Macias, Deputy Superintendent  
Print Name, Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Approved

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## SCHOOL SAFETY CERTIFICATION FORM

### CERTIFICATION PURSUANT TO EDUCATION CODE SECTION 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 YMCA 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 YMCA employees are clear of tuberculosis (TB) as defined on Education Code Section 49406 and Assembly Bill 1667.

Consultant YMCA of San Diego County (Border View Family YMCA)

Name/title of authorized representative \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## REQUEST FOR LIVESCAN SERVICE APPLICANT SUBMISSION

ORI: A4453  
Code Assigned by DOJ

Type of Application: (check one)     Classified School Employee     Credentialed School Employee  
**The following selections are for Public School Only:**

License, Certification, Permit     Peace Officer     Law Enforcement Personnel     Volunteer

Position of Job Title: YMCA -

Level of Service Requested:     DOJ     FBI     If resubmission, list Original ATI NO. \_\_\_\_\_  
Shown on Reject Notice

Agency Address Set Contributing Agency:

|   |  |
|---|--|
| <p><u>San Ysidro School District</u><br/>Agency authorized to receive criminal history information</p> <p><u>4350 Otay Mesa Rd.</u><br/>Street No. Street or PO Box</p> <p><u>San Ysidro</u>                      <u>CA</u>                      <u>92173</u><br/>City                                  State                      Zip Code</p> | <p><u>02019</u><br/>Mail Code (five-digit code assigned by DOJ)</p> <p><u>Daniel Zummo</u><br/>Contact Name (Mandatory for all school submissions)</p> <p><u>(619) 428-4476 ext.3012</u>    <u>(619) 662-1823</u><br/>Contact Telephone No.              Fax No.</p> |
|---|--|

Personal Description Information – Applicant

Name of Applicant \_\_\_\_\_  
(Please Print)                      Last                      First                      Middle

AKA's: \_\_\_\_\_                      California Driver's No. \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex:  Male  Female                      \_\_\_\_\_  
Agency Billing Number (If applicable)

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Misc. No. \_\_\_\_\_

Eye/Color: \_\_\_\_\_ Hair/Color: \_\_\_\_\_ Home Address: \_\_\_\_\_  
Street or PO Box

Place of Birth: \_\_\_\_\_  
City, State and Zip Code

SS No: \_\_\_\_\_

Live Scan Transaction Completed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Name of Operator

\_\_\_\_\_  
Transmitting Agency                      ATI No.                      Amount Collected/Billed

## **BORDER VIEW FAMILY YMCA**

San Ysidro School District | Summer Learning Services RFP  
May 19, 2017

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### **Background**

Border View Family YMCA Summer Day Camp for Campers provided to San Ysidro School District Learning Services – Summer Intersession

Youth development is the social-emotional, cognitive, and physical processes that all youth uniquely experience from birth to career. By incorporating youth development into the fun, active experiences offered through summer programming, the Y holistically equips children to realize their potential in school and in life. Though summer programming offered by the Y has changed throughout the years, one thing remains constant: it has the same distinctive emphasis as all Y programs—to strengthen community. Our activities do not simply keep campers occupied—every experience is used to nurture the potential of every child. It is this significant purpose that stands behind everything staff and campers do.

To deliver on the Y's commitment to nurture the potential of every child, day camp programs now more intentionally foster achievement, relationships, and belonging. Achievement, relationships, and belonging are essential dimensions of well-being that the Y can cultivate through day camp:

- **Discovering skills (achievement)**  
Campers experience achievement when they try different activities, learn what they like, and discover what they are good at.
- **Building friendships (relationships)**  
Campers have the opportunity to form healthy relationships with other children, caring adults, and role models, which helps them feel good about themselves and learn to get along with others.
- **Finding a place to belong (belonging)**  
Campers connect through significant camp traditions and rituals that create a sense of belonging, so they feel included, accepted, and part of a community. With this emphasis on achievement, relationships, and belonging, day camp at the Y is more than a mechanism for keeping kids busy during the summer; it is an opportunity for Y staff to intentionally develop youth.

### **Character Development:**

Parents and caregivers have the immense responsibility of teaching their children the values they feel are important. Day camp provides an environment, role models, and activities that promote character development. The four core character development values that the Y strives to teach follow:

- **Caring** - Show a sincere concern for others
- **Honesty** - Be truthful in what you say and do
- **Respect** - Follow the golden rule
- **Responsibility** - Be accountable for your promises and actions

## **Program Plan**

### **Dates & Hours of Operation:**

June 12 – July 21, 2017, no program July 4 in observance of Independence Day  
Monday – Thursday  
8:00am – 12:30pm = 4.5 hours per day  
23 days of operation

**Locations:** Ocean View Hills Grades 6-8 and Willow Elementary Grades 1-5,  
Ages 5-14

**Cost per child:** \$267

### **Enrichment Focus: A Typical Day**

New experiences, skill building, a sense of community and lasting friendships are all part of the Summer Day Camp for the San Ysidro School District Learning Service Intersession program. Children will explore STEAM (Science, Technology, Engineering, Art and Math) and do at least two STEAM activities a day. Children will also enjoy math and language arts enrichment in a classroom setting each day along with different crafts, sports, and themes.

Our successful program includes daily schedules that create an intentional and well-paced experience for children. Including several different components helps create balance so that there is a good mix between low- and high-energy activities, small- and large-group assemblies, and quiet and not-so-quiet time. Our program schedule keeps children interested, enthused, and energized while providing plenty of opportunity for them to build achievement, relationships, and belonging. Some examples of the type of components included in our daily schedule is as follows:

- **Child Choice and Play**  
Camper-choice program periods—supervised, but not directed, by Y staff provide children with an important opportunity to make individual choices and feel a sense of belonging. Staff also use the time to encourage outdoor and imaginative play.
- **Child-Planned Events**  
Engaging campers to select, organize, and run an event builds collaboration skills and offers important leadership opportunities. We will consider using child-planned events as a way to end the week with a showcase and include children in planning or conducting daily ceremonies.
- **Camp Circle**  
Getting to know campers' names, interests, and qualities during small-group interactions creates a positive social environment, promotes friendships among children, and reduces and resolves behavior conflicts and bullying.
- **Mastery Activities**  
Giving campers a chance to select an activity to practice at least three times during a week helps them build a sense of achievement. When children return to an activity with a clear goal in mind, they are able to build skills in that activity.

**Enrichment Focus: A Typical Day (continued)**

- **Opening and Closing Assemblies**  
Acknowledging the start and end of each day with a ritual gives children the chance to assemble as one large group, participate in fun and engaging routines, recognize and celebrate campers and staff, and experience an inclusive and positive social environment.
- **Reflection**  
It is easy to jump from one activity to the next in the excitement and rush of the day, our staff best support youth development by building in time for individual or small-group reflection on activities or the day's events. These few moments are an important ritual to support belonging and foster relationships among campers and between campers and staff.
- **Variety Activities**  
Exploring a range of activities throughout the week allows campers to discover their interests and talents. Variety activities tend to be more general than mastery activities, focused less on skill building and more on trying new things and connecting with others.
- **Special Days**  
Not all days will be identical, and that is just as it should be. For instance, the first day will call for variations in the typical day, as will the days devoted to theme-related activities. On some days, rain or heat will cause the usual outdoor activities to be altered or replaced, and on other days the reason will be possible field trips to new and exciting places or special guests who visit the program to give special presentations. In addition, special days can also include STEAM or STEM activities, arts integration and camp readers.

**Field Trips:**

At this time, field trips are contingent upon a couple of variations. Currently, our transportation resources are limited; busses not available to rent and have already been designated to other Y camps. In addition, we do not have extra drivers to help us with additional transportation needs. We are looking into the possibility of chartering a bus, though the final decision to provide this option is based on cost. If the district is in a position to assist with transportation – we contract with the district for a bus and driver, the Y is open to bringing children to the facility for activities such as swimming, open gym (in the basketball gym), structured activities on the outdoor soccer arena or other field trip opportunities within the south bay area.

**Tentative Summer Daily Schedule:**

|                          |   |
|--------------------------|---|
| 8:00-8:30 AM             | Scan in & Sign in and Welcome Openers                                 |
| 8:30-9:00 AM             | Opening Assembly  |
| 9:00-9:30 AM             | Camp Circle (smaller groups)  |
| 9:30-11:00 AM            | Rotations of Cooperative Games and STEAM Activities - 45 minutes each |
| 11:00 AM -<br>12:00 Noon | Lunch   |
| 12:00-12:30 PM           | Closing Assembly and Sign out   |

**Budget Description:**

|  |          |
|--|----------|
| *Staffing Costs:   | \$55,000 |
| • 300 students   |          |
| • 1:20 Ratio   |          |
| • 8:00AM - 12:30PM - 4.5 hours   |          |
| • Monday - Thursday, 4 days per week   |          |
| • Includes Director, Site Supervisor and Youth Leaders + payroll taxes, benefits, staff training and administration fees |          |
| Program Supplies & Equipment   | \$15,000 |
| Rec & Craft Supplies   | \$4,000  |
| Apparel  | \$3,000  |
| Printing   | \$1,000  |
| Miscellaneous, Office & Other Supplies   | \$1,000  |
| Mileage  | \$1,000  |

*\*To date, we are prepared and appropriately staffed to serve a total of 40 kids, 20 at each school. We are doing our best to recruit staff from other Y's that have not been assigned to day camp or other summer programs. We are also in consultation with our Corporate HR Recruiter to engage her assistance in our urgent need to secure additional staff. We want to provide a safe, structured, well organized, and high quality program for the children, families and the San Ysidro School District. As a result, we need more time to determine our staffing situation and determine if our staffing resources can accommodate a total of 300 children.*



**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

**PROFESSIONAL SERVICES AGREEMENT**

This agreement is made and entered into this 9<sup>th</sup> day of June 2017, by and between the San Ysidro School District, hereinafter called the "District", and

Lorraine R. Johnson, Ph.D., L.C.S.W.

Company/Consultant

(619) 250-2486

Telephone Number

2415 Kathleen Pl., San Diego, CA 92105

Address

rxdrj4u@cox.net

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 "A"** 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: August 17, 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.

# 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 A* 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 subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Consultant further represents that it, its employees and subcontractors 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 CONTRACTOR & 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 supervision and control of the District.

## SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

amendments from District as herein provided. Consultant shall have no authority, express or implied, pursuant 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 subConsultant or employee to commence work until it has provided evidence satisfactory to the District.

(2) Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, 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, representatives, and employees. Such insurance shall survive after this agreement as permitted by law.

#### MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be **\$2,000,000** the required occurrence limit.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
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 \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. *(If applicable – see footnote next page)*
5. **Improper Sexual Conduct:** \$1,000,000 per occurrence with an aggregate of not less than \$2,000,000.

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.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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.

12B.11

# 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 entity as directed by District or required by law, rule or regulation, as they become due during the term of this Agreement as directed by District.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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.

## 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 \_\_\_\_\_.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

**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**

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.

|                      |                                      |
|----------------------|--------------------------------------|
| <b>CONSULTANT:</b>   |                                      |
| Name:                | Lorraine R. Johnson, Ph.D., L.C.S.W. |
| Title:               | Consultant                           |
| Address:             | 2415 Kathleen PL                     |
| City/State/Zip code: | San Diego, CA 92105                  |
| Telephone:           |                                      |
| Email:               | rxdrj4u@cox.net                      |

|                      |                               |                                       |
|----------------------|-------------------------------|---------------------------------------|
| <b>DISTRICT:</b>     |                               | <b>San Ysidro School District</b>     |
| Name:                | J. Arturo Sanchez Macias      | Janette Ridgels                       |
| Title:               | Deputy Superintendent         | Interim Director of Special Education |
| 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 ext. 3092              |
| Email:               | arturo.macias@systd.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 entity on behalf of which his or her signature is made.

**CONSULTANT**

**DISTRICT**

\_\_\_\_\_  
Firm Name

San Ysidro School District  
\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature of Authorized Agent  
Lorraine R. Johnson, Ph.D., L.C.S.W.  
\_\_\_\_\_  
Print Name, Title

\_\_\_\_\_  
Signature  
J. Arturo Sanchez Macias, Deputy Superintendent  
\_\_\_\_\_  
Print Name, Title

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Board Approved

**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

**SCHOOL SAFETY CERTIFICATION FORM**

**CERTIFICATION PURSUANT TO EDUCATION CODE SECTION 45125.1  
Fingerprinting and Criminal Background Investigation Requirements**

(Complete only if pertinent)

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.

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.

Consultant shall certify in writing to the District 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.

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.

It is understood that by signing this document, Consultant agrees that they are familiar with Education Code Section 45122.1. The following individuals are employees of Consultant who may come in contact with pupils in the performance of services in this contract.

| Name  | Last 4-digits of SSN or CDL Number |
|-------|------------------------------------|
| _____ | _____                              |
| _____ | _____                              |
| _____ | _____                              |
| _____ | _____                              |

I certify that none of the individuals identified above have been convicted of a felony as defined in Education Code Section 45122.1.

Consultant \_\_\_\_\_

Name/title of authorized representative \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

**EXHIBIT A**

Consultant will provide mental health services under the Educationally Related Mental Health Services funded program for eligible students. Consultant will be providing individual and group counseling (per students' Individual Educational Plan (IEP)), crisis intervention, case management, case consultation and collaboration with IEP team and District staff, maintain timely billing and statistical reporting for both agency and District need, collaboration and communication with school staff and outside providers (as permitted by HIPPA and State confidentiality laws), and travel to school site or school placement for purposes of providing services.

Estimated Total Cost:

Rate per Hour: \$75.00  
Number of Hours: 15 hours/week x 45 weeks  
Total Estimated Cost: \$50,625.00

**San Ysidro School District**

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Signature

Lorraine R. Johnson, Ph.D., L.C.S.W.

J. Arturo Sanchez Macias, Deputy Superintendent

\_\_\_\_\_  
Print Name, Title

\_\_\_\_\_  
Print Name, Title

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Special Education  
Janette Ridgels, Interim Director

**AGENDA ITEM:** SAN DIEGO COUNTY NON-PUBLIC MASTER CONTRACT WITH  
BMR HEALTH

**BACKGROUND INFORMATION:**

Children who are identified as having language-processing disorder may benefit from language therapy. Therapy can be provided to help improve children who have word finding difficulty, language processing disorder or delay, phonological awareness deficits, verbal problem solving weaknesses, listening comprehension difficulty and such.

BMR Health, a non-public agency, will be providing speech services for more than 60 students who receive special education services per their Individualized Education Programs (IEPs) for the 2017-2018 school year in order to meet federal regulations and compliance. The Speech and Language Pathologist (SLP) will conduct initial and triennial evaluations, provide support to the general education staff and students as part of response to intervention, and consult with special education staff with regard to communication development strategies.

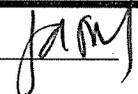
Cost Implications: \$75.00 x 8 hours/day x 180 days x 2 SLPs

**RECOMMENDATION:**

Approve the San Diego County Non-public Master Contract with BMR Health for school year 2017-2018 at an estimated cost of \$216,000.00 from the Special Education funds.

---

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

\$216,000.00

(Amount)

Special Education

(Name of funding source and/or location)

0100-6500000-5770-1190-5800010-054

(Funding account number)

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

# 2017-2018 Nonpublic Master Contract Main Document



San Diego County Office of Education  
Student Services and Programs Division  
Special Education Department

San Diego County Nonpublic Master Contract  
Main Document

2017-2018

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Main Document

2017-2018

NONPUBLIC  
MASTER CONTRACT

CONTRACT YEAR 2017-2018

This Master Contract is made and entered into

this 1<sup>st</sup> day of July, 2017 between the

San Ysidro School District, County of San Diego,  
(Local Education Agency)

hereinafter sometimes referred to as the "LEA," and

BMR Health  
(Nonpublic,)

hereinafter referred to as "CONTRACTOR."

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

**SECTION 1: AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**

**1.1 MASTER CONTRACT**

For the purpose of providing special education and related services to individuals with exceptional needs under the authorization of Education Code sections 56157, 56361, and 56365-56366.5 the Master Contract consists of (the Main Document and Master Contract Appendices A (Schools), B (Agencies), C (Room & Board)). The general term "Master Contract" refers to the Master Contract /Main Document/ and Master Contract /Appendices A (Schools), B (Agencies), and C (Room and Board) given to the CONTRACTOR by a representative of the LEA's Special Education Unit on terms acceptable to the LEA and CONTRACTOR.<sup>1</sup> It is also understood that this contract does not commit the CONTRACTOR to provide special education and related services to any individual unless and until an Individual Services Agreement is executed between the LEA and the CONTRACTOR on behalf of such individual or interim written approval is given to the CONTRACTOR by an authorized representative of the LEA's Special Education Unit. This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date, during which time the contract and/or Individual Services Agreement shall be completed and executed by the LEA and CONTRACTOR. If an Individual Services Agreement is not completed and executed by the LEA and the CONTRACTOR within this ninety-day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

**1.2 SUPERSEDES PRIOR CONTRACTS**

This Master Contract includes the Main Document, Appendix A (Schools), Appendix B (Agencies), Appendix C (Room and Board), to the extent that they are applicable, and each ISA, all of which are incorporated herein by this reference and any exhibits or attachments hereto constitute the entire agreement between the parties to this contract and supersedes any prior contract, understanding, or agreement with respect to the terms set forth in this contract.

**1.3 MODIFICATIONS AND AMENDMENTS**

The LEA and CONTRACTOR agree that any amendments to the contract must be in writing and approved by the LEA's Governing Board and the Board of Directors/Trustees or authorized representative of CONTRACTOR. Prior to executing a written amendment to the contract, the LEA shall obtain approval from the San Diego County SELPA Directors and the County Director of Special Education. In implementing this Master Contract, any specific terms related to an individual pupil shall be reflected in the Individual Services Agreement.

**1.4 INDIVIDUAL SERVICES AGREEMENT**

The LEA and CONTRACTOR shall enter into an Individual Services Agreement for each pupil who is to receive special education and/or related services provided by the CONTRACTOR. The LEA is responsible for completing each pupil's Individual Services Agreement, which shall identify the provider of each service required by the pupil's Individualized Education Program (IEP) or Individualized Family Service Plan (IFSP) (CCR 3062(e)). Individual Services Agreements shall only be issued for those pupils enrolled with the approval of the LEA. Changes in any LEA pupil's educational program, including instruction, services, or instructional setting provided under this contract, may only be made on the basis of revisions to the pupil's IEP or IFSP. At any time during the term of this contract, the parent, the CONTRACTOR or LEA may request a review of the pupil's IEP/IFSP, subject to all procedural safeguards required by law, including notice given to and participation by the CONTRACTOR in the IEP Team meeting. In the event that the CONTRACTOR recommends that the pupil requires either a lesser or more restrictive placement than the CONTRACTOR can provide, the CONTRACTOR will notify the LEA immediately. The LEA shall expedite the review and/or the resulting change in placement, and shall modify the Individual Services Agreement as appropriate if there is a change in the instructional and/or other services provided.

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<sup>1</sup> Please see Appendix B for Agencies for exceptions to NPA Hired as Full Time Equivalent.

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**1.5 NONPUBLIC CERTIFICATION OR WAIVER**

A current copy of the CONTRACTOR'S California Department of Education Nonpublic Certification or waiver of such certification issued by CDE pursuant to EC 56366.2 is attached hereto. This Master Contract shall be null and void if such certification is expired, revoked, rescinded, or otherwise nullified during the effective period of this contract.

**1.6 TERM OF MASTER CONTRACT**

Neither the CONTRACTOR nor the LEA is required to renew this contract in subsequent contract years. In the event that a pupil is enrolled with the CONTRACTOR during the term of this contract and said pupil continues to receive special education and/or related services by the CONTRACTOR as approved by the LEA in accordance with the pupil's IEP/IFSP and either (a) a new contract has not been fully executed or (b) the CONTRACTOR or the LEA chooses not to renew this contract, the terms of this contract and associated Individual Service Agreements shall apply to any and all special education and/or related services provided by CONTRACTOR and payment for those services by the LEA.

Upon agreement of both parties to this Master Contract, its provisions shall be retroactive to the beginning of this contract year (July 1<sup>st</sup>), to cover services provided by the CONTRACTOR to LEA students, unless otherwise mutually agreed upon by both parties.

The term of this Master Contract shall be from July 1, 20 17 to June 30, 20 18.

Any subsequent Master Contract is to be renegotiated prior to June 30 of each year.

This Master Contract has no force or effect until approved or ratified by the LEA's Governing Board.

**1.7 COMPLIANCE WITH APPLICABLE FEDERAL AND STATE LAWS**

During the term of this contract, the CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations relating to the required special education and designated instruction and services and facilities for individuals with exceptional needs, including those not expressly documented in this Master Contract.

a. Nondiscrimination

The CONTRACTOR and the LEA shall not discriminate on the basis of race, religion, sex, national origin, age, sexual orientation disability or any other classification protected by federal or state laws in employment or operation of its programs.

b. Sexual Harassment Policy

The CONTRACTOR shall have a written policy on sexual harassment in accordance with state and federal regulations and guidelines.

c. Corporal Punishment Prohibitions

(l) No public education agency, or nonpublic school or agency serving individuals pursuant to Education Code Section 56365 et seq., may authorize, order, consent to, or pay for any of the following interventions, or any other interventions similar to or like the following:

- (1) Any intervention that is designed to, or likely to, cause physical pain;
- (2) Releasing noxious, toxic or otherwise unpleasant sprays, mists, or substances in proximity to the individual's face;
- (3) Any intervention which denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;
- (4) Any intervention which is designed to subject, used to subject, or likely to subject the individual to verbal abuse, ridicule or humiliation, or which can be expected to cause excessive emotional trauma;
- (5) Restrictive interventions which employ a device or material or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by

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- trained personnel as a limited emergency intervention pursuant to subsection (i) of Ed Code Section 56521.2 (a) (5)  
(6) Locked seclusion, except pursuant to subsection (i)(4)(A) of Ed Code Section 56521.2 (a) (6)  
(7) Any intervention that precludes adequate supervision of the individual; and  
(8) Any intervention which deprives the individual of one or more of his or her senses.

d. Student Discipline

Contractor shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations, such that students who exhibit serious behavioral challenges receive timely and appropriate assessments and positive supports and interventions in accordance with the federal Individuals with Disabilities Education Act and its implementing regulations.

When a CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA and a manifestation IEP team meeting shall be scheduled by the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavioral plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10<sup>th</sup>) day of suspension.

e. Behavioral Emergency Reports (Ed. 56521.1(a))

- (1) Anytime an emergency intervention is used pursuant to Ed Code Section 56521.1(a) subsection (i), CONTRACTOR must notify LEA and IEP team immediately and document emergency intervention in a "Behavioral Emergency Report" as defined by 56521.1(e).  
(2) Whenever a "Behavioral Emergency Report" is written regarding an individual who does not have a behavioral intervention plan, the designated responsible administrator shall, within two days, schedule an IEP team meeting to review the emergency report, to determine the necessity for a functional behavioral assessment, and to determine the necessity for an interim behavioral intervention plan.  
(3) Anytime a "Behavioral Emergency Report" is written regarding an individual who has a behavioral intervention plan, any incident involving a previously unseen serious behavior problem or where a previously designed intervention is not effective should be referred to the IEP team to review and determine if the incident constitutes a need to modify the plan.  
(4) "Behavioral Emergency Report" data shall be collected by CONTRACTOR and be submitted to LEA.  
(5) A summary of Behavioral Emergency Reports shall be submitted at least monthly to the LEA and the Director of the Special Education Local Plan Area of which the LEA is a member.

1.8 DEFINITIONS

"DAYS": For the purpose of the contract, "days" refers to calendar days unless otherwise specified.

"PARENT": For the purpose of the contract, a parent (34CFR 300.3Da) is the natural parent, adoptive parent, or legal guardian or any other adult granted educational decision-making rights by the natural or adoptive parent or a court of competent jurisdiction. A trained, certified surrogate parent, identified by the LEA, may act on behalf of the pupil if no parent, guardian or person acting as a parent can be located. The LEA shall be responsible for providing a translator for the parent if needed.

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**SECTION 2: ADMINISTRATION OF CONTRACT**

2.1 NOTICES

Notices provided for by this contract shall be in writing, be delivered to the individual identified below in this section, and shall be delivered by certified, registered, or return receipt requested mail, postage prepaid, or by facsimile transmission, unless a specific section of this contract requires or allows notice or contact to be made in a different manner or to a different individual. The effective date of an invoice shall be the date of its receipt by the LEA. The effective date of all other notices shall be the date of the postmark or of the facsimile transmittal date identified in the document. In the event there is a change in the individual to be notified, the CONTRACTOR or the LEA shall provide written notice of the change and, after such notice is provided, all future notices shall be addressed to that individual. Notice may be provided under this section pursuant to regular United States mail if the LEA and CONTRACTOR agree in writing to notice by regular United States mail. If the LEA or CONTRACTOR does not identify an individual to be notified in this section, the person to be notified under this section shall be the LEA or CONTRACTOR representative that executes this contract.

Notices mailed to the LEA shall be addressed to:

J. Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

San Ysidro School District  
Local Education Agency

4350 Otay Mesa Rd  
Address

San Ysidro CA 92173  
City State Zip

( 619 ) 428-4476  
Phone

( 619 ) 4286473  
Facsimile

arturo.macias@sysd.k12.ca.us  
Email Address

Notices to the CONTRACTOR shall be addressed to:

Jicky Thomas, Recruitment Manager  
Name/Title

BMR Health  
Nonpublic School

5976 West Las Positas Blvd., Ste. 216  
Address

Pleasanton CA 94588  
City State Zip

( 925 ) 227-1100  
Phone

( 925 ) 264-1291  
Facsimile

melissa\_gr@bmrhealth.com  
Email Address

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**2.2 INDEPENDENT CONTRACTOR STATUS**

This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

**2.3 SUBCONTRACT AND ASSIGNMENT**

The CONTRACTOR shall not enter into an initial subcontract with any noncertified Nonpublic Agency (NPA) or provider, for any of the instructional or related services contemplated under this contract without first obtaining written approval by a representative of the San Diego County Office of Education (i.e. County Director of Special Education or a SELPA Director). Such approval shall not be unreasonably withheld. The LEA and CONTRACTOR shall maintain a copy of the written approval.

**2.4 INDEMNIFICATION**

The CONTRACTOR hereby indemnifies, defends, and holds harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the CONTRACTOR, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The LEA hereby indemnifies, defends, and holds harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the LEA, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The CONTRACTOR shall have no obligation to indemnify, defend, or hold harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the LEA's sole negligence or willful misconduct; and the LEA shall have no obligation to indemnify, defend, or hold harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives for the CONTRACTOR'S sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract or final payment hereunder, and is in addition to any other rights or remedies that the CONTRACTOR or LEA may have under the law or this contract.

**2.5 INSURANCE**

During the entire term of this contract and any extension or modification thereof, the CONTRACTOR shall keep in effect a policy or policies of general liability insurance, including contractual liability coverage, professional liability, and auto liability coverage of owned and non-owned vehicles used by CONTRACTOR in relation to the performance of service(s) under this Master Contract, with minimum limits of one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in aggregate. Such insurance shall name LEA as an additional insured, and an endorsement evidencing such coverage shall be provided within 90 days, only as to matters arising out of this Master Contract for which CONTRACTOR has an obligation to indemnify the LEA, under the Indemnification clause, Section 2.6, of this Master Contract.

Not later than the effective date of this contract, the CONTRACTOR shall provide the LEA with satisfactory evidence of insurance. The insurance maintained by CONTRACTOR shall include a provision for the insurance provider to send written notice of cancellation or modification to the CONTRACTOR at least 30 calendar days before cancellation or adverse material change, or 10 days for nonpayment of premium. Such CONTRACTOR'S insurance may contain the same notice requirement for the LEA. If the insurance provider is only required to send such notice to the CONTRACTOR (but not the LEA) CONTRACTOR shall provide the LEA written notice of cancellation or adverse material modification within one business day after receiving such notice from the insurer. Such notice shall be provided pursuant to Section 2.3 (Notices) of this contract. The CONTRACTOR shall at its own cost and expense procure and maintain insurance under the applicable state's Workers' Compensation laws. Failure to maintain the above mentioned insurance coverage shall be cause for termination of this contract.

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LEA warrants that it is self-insured in compliance with the laws of the State of California, that the self insurance covers persons acting on its behalf or under its control, that its self insurance covers LEA's indemnification obligations to CONTRACTOR under this contract, and that LEA agrees to provide coverage to CONTRACTOR pursuant to this self insurance in the event the indemnification obligations of Section 2.6 of this contract are triggered. The LEA further warrants that it shall notify the CONTRACTOR pursuant to Section 2.3 (Notices) of this contract, of any material insurance coverage changes at least thirty days prior to the change.

CONTRACTOR agrees that any subcontractor with which it contracts to provide services pursuant to any Individual Services Agreement, shall submit written proof of insurance in a minimum amount of \$1,000,000 per occurrence, including general, liability, auto liability (if applicable), and professional liability (if applicable). Such insurance shall be maintained by any subcontractor for the scope of duties performed and duration of time it provides services to LEA pupils. Proof of insurance shall be provided to the LEA prior to the beginning of transportation services by a subcontractor, and upon renewal of coverage thereafter. Transportation subcontractors shall submit copies of insurance policies upon request of the LEA; otherwise, certificates of insurance may be acceptable proof, provided that the information thereon is adequate and verifiable. Subcontractors shall be required to provide to the CONTRACTOR written notice of cancellation of insurance or adverse material change in such insurance at least 30 days prior to cancellation or adverse material change or within one business day after receiving such notice, whichever is earlier.

**2.6 TRANSPORTATION**

Transportation costs are the responsibility of the LEA unless otherwise agreed to in writing. The CONTRACTOR shall provide each pupil whom the CONTRACTOR transports with adequate supervision during transports and with instruction in school bus emergency procedures and passenger safety, as appropriate to the pupil's needs. The CONTRACTOR shall have in place a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils.

In the event the CONTRACTOR transports students due to health, behavior, or other emergencies, or as otherwise agreed to between the CONTRACTOR and the LEA, the LEA shall reimburse CONTRACTOR at the rate specified in this Master Contract (Rate Schedule - Schools: Section 4.1, Agencies: Section 5.1).

**2.7 WAIVERS**

The LEA and/or CONTRACTOR may independently or jointly submit waivers of applicable state laws and regulations.

**2.8 SUCCESSORS IN INTEREST**

This contract binds the CONTRACTOR's successors and assignees. CONTRACTOR shall not assign this Master Contract without the written consent of LEA, and any attempt by Contractor to effect such an assignment without the written consent of LEA shall make this Master Contract terminable at the option of the LEA.

**2.9 SEVERABILITY**

If any provision or portion of a provision of this contract is held in whole or in part to be unenforceable for any reason, the remainder of the provision and of the entire contract shall be severable and shall remain in effect.

**2.10 CONFLICTS OF INTEREST**

a. The CONTRACTOR agrees to furnish to the LEA a copy of its current bylaws and a current list of its Governing Board of Directors (or Trustees), if it is incorporated. LEA has the right to request a current list of the Board of Directors or Trustees at any time during the term of the Master Contract.

b. CONTRACTOR and members of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest including, but not limited to, employment with LEA, provisions of private party assessments and/or reports, and attendance at the IEP team meetings and/or due process proceedings.

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c. Anytime the CONTRACTOR is contracted to conduct a formal Independent Educational Evaluation (IEE), and the IEP team determines that services are necessary as a result of that IEE the LEA shall be obligated to select a service provider who is not the CONTRACTOR. Unless, a service provider who is not the CONTRACTOR is unavailable or unable to provide that service.

**2.11 INABILITY TO MEET CONTRACT REQUIREMENTS**

The CONTRACTOR shall notify the LEA in writing when the CONTRACTOR is unable to meet the requirements of this contract. The LEA shall notify CONTRACTOR in writing when the LEA is unable to meet the requirements of this contract.

**2.12 DISPUTE RESOLUTION**

Disagreements concerning the meaning, requirements or performance of this contract shall first be brought to the attention of the other party in writing, pursuant to the notice provisions (Section 2.3) of this contract, in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements may be resolved either 1) as voluntarily agreed to by the parties, 2) by equitable remedies, or 3) by other legal means.

**2.13 DUE PROCESS AND COMPLAINT PROCEDURES**

CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations related to Due Process and the rights of students and parents.

CONTRACTOR agrees to maintain policies and procedures as follows: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act (HIPAA).

**2.14 VENUE AND GOVERNING LAW**

This contract, and conditions of this contract, shall be governed by the laws of the State of California with venue in San Diego County, California.

**2.15 RIGHT TO REPORT MASTER CONTRACT VIOLATIONS**

The CONTRACTOR acknowledges and understands that the LEA may report to the CDE any violations of the provisions of this contract; and that may result in the suspension of the CDE nonpublic school certification pursuant to California EC section 56366.4(a).

**2.16 TERMINATION OF MASTER CONTRACT AND/OR INDIVIDUAL SERVICES AGREEMENT**

a. Master Contract

Either the LEA or the CONTRACTOR may terminate this Master Contract for cause as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 of this contract, or immediately if the CONTRACTOR and LEA mutually agree that there are significant health or safety concerns. Cause shall include but not be limited to non maintenance of current nonpublic school certification, failure of either the LEA or the CONTRACTOR to maintain the standards required under the Master Contract and/or Individual Services Agreement, or material breach of the contract by CONTRACTOR or LEA. To terminate the contract either party shall give a minimum of 20 days written notice pursuant to the provisions of Section 2.3 (Notices) of this contract. Upon termination, the LEA shall pay within 45 days, without duplication, for all services performed and expenses incurred to date of termination according to the provisions set forth in Schools Document Section 4.1, Agencies Document Section 5.1 (Rate Schedule) and Main Document Section 4.1 (Billing and Payment) of this contract. CONTRACTOR shall provide to the LEA the IEP/IFSP and all related documents in its possession or under its control pertaining to its services.

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for all pupils of the LEA who were receiving services from the CONTRACTOR in accordance with applicable state and federal laws regarding student records.

b. Individual Services Agreement

The Individual Services Agreement may be terminated or suspended by the LEA or the CONTRACTOR for cause, as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 (Notices) of this contract, or immediately if the CONTRACTOR and the LEA mutually agree that there are significant health or safety concerns.

Individual Services Agreements are null and void upon termination of the Master Contract.

The LEA shall not terminate Individual Services Agreements because of the availability of a public class initiated during the course of the contract unless the parent agrees to the transfer of a pupil to a public school program, which agreement must only be given in a duly called and held IEP/IFSP meeting at which the CONTRACTOR is present.

2.17 INDIVIDUALIZED EDUCATION PROGRAM (IEP) / INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP)

When a pupil is accepted for enrollment in a nonpublic school, the CONTRACTOR shall provide the pupil a program of educational instruction and services within the nonpublic school, which is consistent with his or her IEP/IFSP as specified in each pupil's Individual Services Agreement.

The CONTRACTOR shall implement those responsibilities delegated to CONTRACTOR in the plan for transition services (per EC section 56445 and EC section 56462) as stated by the IEP/IFSP.

The CONTRACTOR shall provide an appropriate adult to pupil ratio for pupils with exceptional needs between three and five years of age, in accordance with EC 56441.5.

The LEA shall invite the CONTRACTOR and the CONTRACTOR shall participate in all IEP/IFSP meetings, including those related to placement and those called by the parent in accordance with EC section 56343.5, so long as the pupil is to be served by the CONTRACTOR pursuant to an Individual Services Agreement. The child's present teacher shall participate in the IEP meeting in accordance with EC 56341(b)(3). Every effort shall be made to schedule the meeting at a time and place that is mutually convenient to parents, CONTRACTOR's staff, and LEA's staff.

The local educational agency shall oversee and evaluate the pupil's placement in the NPS through the IEP process. The IEP team shall evaluate whether the pupil is making appropriate educational progress through a review of the student's progress toward IEP goals and, as appropriate, a review of the pupil's scores on state assessments. If the NPS staff or LEA will be making recommendation(s) for significant changes to the student's program, placement or services, the LEA Case Manager and representative of the NPS shall discuss the recommendation(s) prior to the IEP meeting. The IEP team will consider whether or not the needs of the pupil continue to be best met at the nonpublic school, whether changes to the pupil's IEP are necessary, and whether the pupil may be transitioned to a public school setting (EC 56366(a)(2)(B), EC 56343(d), EC 56043(h)). Partial day attendance at the NPS may be appropriate to support transition to a public school program.

2.18 FREE APPROPRIATE PUBLIC EDUCATION

No charge of any kind to parents shall be made by the CONTRACTOR for educational activities and related services specified on the pupil's IEP/IFSP, including screening or interviews which occur prior to or as a condition of a pupil's enrollment under the terms of the contract, except as specified in writing in a due process procedure that is signed by all relevant parties and attached to the relevant pupil's Individual Services Agreement, or for voluntary extracurricular activities conducted subsequent to written notification to parents as to the cost and the voluntary and extracurricular nature of the activity. Unless the activity (for example, field trips) takes place during a school vacation or holiday, pupils not participating in such activities shall continue to receive special education and/or related services as set forth in their IEP/IFSPs.

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**2.19 TRANSITION TO A LRE**

CONTRACTOR & LEA shall support Least Restrictive Environment options, including dual enrollment, if appropriate, for students enrolled in NPS to have access to the general curriculum and to be education with nondisabled peers to the maximum extent appropriate.

CONTRACTOR & LEA shall address LRE placement options for students enrolled in NPS at all IEP team meetings, including whether the students may be transitioned to a public school setting.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommendations activities to support the transition.

**2.20 PUPIL PROGRESS**

The CONTRACTOR shall have written procedures in place for measuring progress utilizing on-going data collection in the goal areas identified on the IEP/IFSP.

The CONTRACTOR shall provide to parents and the LEA case manager written pupil progress reports on the goals in the IEP/IFSP, no less than quarterly. The CONTRACTOR shall submit an updated report if there is no current progress report when pupils are scheduled for a review by the IEP/IFSP team or when a pupil's enrollment is terminated.

The CONTRACTOR shall allow periodic review of each pupil's instructional program by the LEA. Representatives of the LEA shall have reasonable access to observe each pupil at work, observe the instructional setting, meet with the CONTRACTOR and review each pupil's progress, including the behavioral intervention plan, if any. LEA representatives making site visits shall initially report to the CONTRACTOR's site administrative office.

**2.21 ASSESSMENTS**

**a. Individual Student Assessments**

If the CONTRACTOR receives a parent request for evaluation, the CONTRACTOR shall inform the parent of his or her ability to submit a written request for evaluation to the LEA in accordance with applicable law. The LEA shall collaborate with the CONTRACTOR to develop the evaluation plan and submit it to the parent for approval. The LEA retains the responsibility for conducting triennial evaluations (EC 56381(c)).

**2.22 CONFIDENTIALITY OF RECORDS**

All reports, records and other documents that CONTRACTOR is required to submit to LEA, the Special Education Local Plan Area, or otherwise, pursuant to this contract, shall be redacted to the extent necessary and appropriate to protect the confidentiality and privacy of pupils, employees, and subcontractors, as provided for pursuant to state and federal law.

**2.23 FORWARDING OF EDUCATIONAL RECORDS**

The CONTRACTOR agrees, in the event of school closure, to immediately forward pupil records to the LEA pertaining to the LEA's pupils enrolled in CONTRACTOR's educational program. These records shall include, but need not be limited to, current transcripts, IEP/IFSPs and results of performance testing.

**2.24 DATA REPORTING**

CONTRACTOR agrees to provide LEA with all student information required for LEA to report to the California Longitudinal Pupil Achievement Data System (CALPADS) as well as other data as required by Every Student Succeeds Act (ESSA) or any federal data reporting requirements, including, but not limited to, data required to calculate enrollment and dropout and graduation rates.

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**SECTION 3: PERSONNEL**

**3.1 VERIFICATION OF CREDENTIALS, LICENSES AND OTHER QUALIFICATIONS**

The CONTRACTOR shall provide all contracted special education, and/or related services required by the IEP/IFSP, Master Contract and Individual Services Agreement by appropriately qualified staff. The CONTRACTOR shall provide appropriately credentialed teachers and/or licensed or license-eligible personnel or other education related mental health provider consistent with the California laws and regulations unless the California Department of Education has granted a written waiver. The CONTRACTOR shall be responsible for monitoring the status of waiver applications submitted to the state for all non-credentialed teachers and non-licensed service providers. All non-credentialed teachers and non-licensed service providers shall apply for a waiver.

For a NPSs A-G course credits, only University of California A-G approved courses will be accepted by contracting districts.

The CONTRACTOR shall be responsible for verification of credentials and licenses held by its employees, agents and subcontractors. Once the CONTRACTOR has provided the LEA with a copy of the credential or license for all staff providing services to children with disabilities, the CONTRACTOR shall supply the LEA with copies of any changes in the credentials or licenses of staff within 45 days of the change in accordance with Title 5, Section 3062.

The CONTRACTOR is fiscally responsible for all training necessary to provide appropriate services per IEP/IFSP. The LEA shall not reimburse CONTRACTOR for training that occurs outside of contact time with student, and that is not during implementation of IEP/IFSP.

Where behavior intervention services are provided by a nonpublic agency, the CONTRACTOR shall train staff in implementing the behavior support plan or Behavior Intervention Plan and pupils shall receive the level of supervision required in the pupil's IEP/IFSP.

The CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including the provisions with respect to supervision.

**3.2 EMPLOYEE FINGERPRINTS AND TUBERCULOSIS TESTING**

The CONTRACTOR shall ensure that employee fingerprints have been processed in a manner required by EC section 44237. The CONTRACTOR shall maintain a file containing a current certificate of each person covered by Health and Safety Code Sections 121525-121555 (tuberculosis testing). In addition, contractor will adhere to all of the requirements under AB 389.

**3.3 QUALIFICATIONS OF INSTRUCTIONAL AIDES AND TEACHER ASSISTANTS**

Effective July 1, 2001 the CONTRACTOR shall ensure that newly hired instructional aides and teacher assistants have demonstrated proficiency in basic reading, writing, and mathematics skills, based on a test selected and administered by the CONTRACTOR.

**3.4 REQUIREMENT TO REPORT**

a. Child Abuse or Molestation

The CONTRACTOR shall maintain a signed statement by all personnel required to sign such a statement under the child abuse reporting laws, acknowledging their training and understanding of the reporting requirements regarding observed or suspected cases of child abuse. When filing a child abuse report under the Child Abuse Reporting laws, the CONTRACTOR shall include in the report the name, telephone number and address of the LEA representative as identified in Section 2.3 (Notices) of this contract.

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b. Missing Students

The CONTRACTOR shall ensure that staff is aware of its responsibility and requirement to report to parents, and local law enforcement as appropriate, when a pupil leaves campus without permission, immediately upon confirmation that the pupil is missing, in accordance with EC 49370. The CONTRACTOR shall contact the LEA Case Manager by telephone no later than the end of the day in the event a pupil leaves campus without permission, does not return that school day, and is not located at his or her residence or in the custody of his or her parent or guardian.

c. Student Injury

The CONTRACTOR agrees to complete a written report when a pupil has suffered an injury that requires medical attention, and notify the LEA case manager within 48 hours.

In case of incident, the CONTRACTOR agrees to submit a written report to the LEA case manager by the end of the following school day, in cases of injury resulting from physical restraint or the death of a student. The CONTRACTOR agrees to reasonably participate in any communications between a pupil's parents and the LEA regarding any injuries resulting from physical restraint.

**SECTION 4: FISCAL**

4.1 BILLING AND PAYMENT

a. Invoices

The CONTRACTOR shall submit invoices monthly. The effective date of an invoice shall be the date of the receipt by the LEA. Invoices should clearly reflect rates as specified in the Master Contract, be in accordance with the Individual Services Agreements, and include all days of creditable service, beginning no earlier than the date specified in the Interim Written Approval or ISA. The CONTRACTOR shall submit said invoice for services rendered no later than thirty (30) days from the end of the attendance accounting period calendar month in which said services are actually provided and the invoice shall be submitted pursuant to Section 2.3 (Notices) of this contract. All education related mental health services will be billed by contractor in separate invoice.

b. Late Invoices

If the LEA does not receive a properly submitted invoice within thirty (30) days from the end of the attendance accounting period calendar month, the LEA may deduct 1.5% per month, calculated proportionately per day, of that total invoice, if the LEA does not agree to the request of the CONTRACTOR to an extension of time to submit the invoice.

c. Payment

The LEA shall make payment within forty-five (45) days of receipt of a properly prepared and submitted invoice and such payment shall be submitted pursuant to Section 2.3 (Notices) of this contract. This payment shall be at the rates agreed to in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and shall be in an amount equal to the number of creditable days of attendance during both the regular and extended school years, make-up sessions (including "excused" absences) per the individual services agreement for each pupil. This calculation shall include the Extended School Year if the pupil is enrolled in the Extended School Year, and any other absence for which the LEA has agreed to pay CONTRACTOR and any related services and transportation costs as specified in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and in accordance with the Individual Services Agreements. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Payment by the LEA shall refer to the invoice number or the date of the bill submitted by the CONTRACTOR.

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d. Pupil Enrolled Prior to Approval of Agreement to a Contract

Ed Code addresses situations when a contract has not yet been developed and the pupil is enrolled and receiving services from the Nonpublic School or Agency (ED 56366.9 c (1)).

“If a pupil is enrolled in a nonpublic, nonsectarian school or agency with the approval of the local educational agency prior to agreement to a contract or individual services agreement, the local educational agency shall issue a warrant, upon submission of an attendance report and claim, for an amount equal to the number of creditable days of attendance at the per diem tuition rate agreed upon prior to the enrollment of the pupil. This provision shall be allowed for 90 days during which time the contract shall be consummated.”

e. Late Payment

If the payment is not postmarked from the LEA within forty-five (45) days of the receipt of the invoice, the LEA agrees to pay an additional fee of 1.5% interest per month on amounts not paid, such interest being calculated beginning day forty-six (46) from receipt of the invoice. Interest shall be calculated in accordance with standard accounting procedures. The CONTRACTOR shall bill the LEA for the interest. Failure by the LEA to pay an appropriately submitted invoice within 90 days of receipt may be considered a breach of contract.

f. Medi-Cal Reimbursement

Documentation of LEA Medi-CAL Billable Services will be completed by the provider. All documentation of provider services shall be given to the District/SELPA for reimbursement submissions to Medi-Cal. The contractor will not submit any claims in the LBO (LEA) program and the LEA has the right to submit claims for reimbursement.

4.2 RIGHT TO WITHHOLD

The LEA has the right to withhold payment to the CONTRACTOR when the LEA has reliable evidence, described in writing to the CONTRACTOR at the time the notice of withholding is submitted that: (A) service is provided by personnel who are not appropriately credentialed/licensed; (B) records required by the LEA prior to school closure with respect to one or more LEA pupil(s) enrolled in CONTRACTOR's educational program have not been received; (C) the CONTRACTOR confirms a pupil's change of residence to another district but neglects to notify the LEA within 5 days; or (D) the CONTRACTOR fails to notify the LEA within 5 days after the 10<sup>th</sup> consecutive school day of a pupil's absence. If the basis for withholding is subsections (B) (C) or (D) of this section the LEA may only withhold the proportionate amount of the bill related to that pupil. If the basis for withholding is subsection (A) of this section, the LEA may only withhold payment for services provided by that personnel.

The LEA shall notify CONTRACTOR in writing within 10 working days of receipt of an invoice of any reason why requested payment shall not be paid. (EC section 56366.5(a)). Such notice shall specify the basis for the LEA's withholding payment and shall be made pursuant to Section 2.3 (Notices) of this contract. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Within fourteen (14) days from the date of receipt of such notice, the CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for the LEA's withholding payment. Upon receipt of the CONTRACTOR'S written request showing good cause sent pursuant to Section 2.3 (Notices) of this Contract, the LEA shall extend the CONTRACTOR'S time to respond by an additional fourteen days. The CONTRACTOR shall submit rebilling for payment no later than thirty (30) calendar days when an invoice is returned to the CONTRACTOR with a notice of withholding. Upon verification of remediation of identified deficiencies and receipt of rebilling, the LEA shall pay the resubmitted invoice in accordance with Schools: Section 4.1, Agencies: Section 5.1 (Rate Schedule) of this contract. If CONTRACTOR does not resubmit sufficient rebilling or verify remediation of identified deficiencies within thirty (30) calendar days, that shall constitute a reason to continue to withhold payment unless and until CONTRACTOR resubmits the bill and corrects the deficiencies as noted in the original notice of withholding.

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4.3 INSPECTION AND AUDIT

a. Maintenance of Fiscal Records

The CONTRACTOR shall maintain cost data in sufficient detail to verify the annual operating budget in providing education and designated instructional services to children with disabilities and shall make that data available to the LEA upon reasonable request consistent with the provisions of this section. Fiscal records shall be maintained by the CONTRACTOR for five years and shall be available for audit consistent with the provisions of this section.

b. Maintenance of Student Records

District of residence is the custodian of the student records.

c. LEA Access to Documents Related to the Master Contract

The CONTRACTOR shall provide access to, or forward copies of, any documents or other matters relating to the contract within 20 days upon reasonable request by the LEA except as otherwise provided by law. The reason for this request for records shall be provided to the CONTRACTOR at the time it is made. The CONTRACTOR may request from the LEA an extension of time to comply with any records request, which shall not be unreasonably withheld. Such documents may include: 1) registers and roll books of teachers; 2) daily service logs and notes or other documents used to record the provision of related services; 3) absence verification records; 4) transportation records; 5) staff lists specifying credentials held, business and/or professional licenses held documents evidencing other qualifications; 6) dates of hire, and dates of termination; 7) staff time sheets; 8) non-paid volunteer sign-in sheets; 9) related services contracts; 10) school calendars; 11) bell/class schedules; 12) liability and workers' compensation insurance policies; 13) state nonpublic school certifications; 14) marketing materials; 15) statements of income and expenses; 16) general ledgers and supporting documents; 17) all budgetary information and projections submitted by the CONTRACTOR to LEA for purpose of contract negotiations.

d. Audit Exceptions

The CONTRACTOR agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions identified by appropriate LEA personnel or State or Federal audit agencies occurring as a result of the CONTRACTOR's performance of this contract. The CONTRACTOR also agrees to pay to the LEA within thirty days of demand by LEA for any financial penalties resulting from any audit exceptions to the extent they are attributable to the CONTRACTOR's failure to perform properly any of its obligations under this contract unless the LEA agrees to different terms in writing and any demand by LEA for such payment shall be made pursuant to the notice provisions of Section 2.3 of this contract. Any, and all audit exceptions must be specified in complete detail before any demand from the LEA for any amount set forth therein.

e. Reasons for Unannounced Visits

LEA and/or Special Education Local Plan Area representatives may make unannounced inspections when there is a concern regarding the health, safety, or welfare of a child, or a substantial concern regarding the implementation of the IEP.

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**SECTION 5: SIGNATURES**

This Nonpublic Master Contract 2017-2018, including its component parts, may be signed in counterparts and the signatures may appear on separate signature pages. A copy and/or original, with all signatures attached, shall be deemed a fully executed document. A facsimile version of any party's signature shall be deemed an original. The parties hereto have executed this Contract by and through their duly authorized agents or representatives as indicated by their signatures.

This contract is effective on July 1, 2017 and terminates at 5:00 p.m. on June 30, 2018 unless sooner terminated as provided herein.

**CONTRACTOR**

Nonpublic  School  Agency

\_\_\_\_\_  
Authorized Representative Signature  
DATE: \_\_\_\_\_  
Jicky Thomas, Recruitment Manager  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature  
DATE: \_\_\_\_\_  
Russell Coronado, Senior SELPA Director  
(Type) Name and Title

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**LEA**

Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature  
DATE: \_\_\_\_\_  
J. Arturo Sanchez Macias, Deputy Superintendent  
(Type) Name and Title

LEA Board Approval  
DATE: \_\_\_\_\_

# 2017-2018 Nonpublic Master Contract

## Appendix B: Agencies



San Diego County Office of Education  
Student Services and Programs Division  
**Special Education Department**

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**Appendix B: Agencies**

CONTRACT YEAR 2017-2018

**SECTION 1: EDUCATIONAL PROGRAM**

1.1 ADMISSION/ENROLLMENT PROCEDURES

Prior to the CONTRACTOR deciding whether or not to enroll a pupil, the LEA shall provide the CONTRACTOR a copy of the pupil's current IEP/IFSP, and facilitate an observation of the pupil, data gathering from the current or prior education providers, and any other reasonable information gathering CONTRACTOR wishes to undertake prior to making an enrollment decision. The CONTRACTOR retains the right to decline enrollment of any pupil and nothing in this contract shall be construed to limit this right.

If a pupil is being considered for enrollment, his or her IEP/IFSP shall be reviewed in collaboration with the LEA, CONTRACTOR, parents, and other invited participants, as appropriate.

The CONTRACTOR shall notify the LEA of its decision to decline enrollment or the effective date of enrollment of the pupil in accordance with Section 9 (Notices) of this contract within 10 working days of receipt of the referral.

1.2 SUPPLIES AND EQUIPMENT

The CONTRACTOR shall be responsible for providing all standard and usual supplies and equipment required for the general program provided by CONTRACTOR. If an individual pupil's IEP/IFSP requires specialized equipment and/or supplies beyond the CONTRACTOR'S general program, the LEA shall provide them unless otherwise specified in the Individual Services Agreement. The LEA shall provide the low incidence equipment assigned to the pupil through the IEP/IFSP unless CONTRACTOR specifically agrees in the Individual Services Agreement to provide the low incidence equipment. Supplies and/or equipment purchased and/or provided by the LEA remain the property of the LEA and supplies and/or equipment purchased and/or provided by CONTRACTOR remain the property of CONTRACTOR, if not specifically reimbursed by the LEA for that specific supply or equipment. If the CONTRACTOR provides DIS and/or related services, the CONTRACTOR shall be responsible for providing usual and reasonable supplies and assessment tools necessary to implement the provision of services unless otherwise agreed in the Individual Services Agreement.

1.3 CALENDAR

The CONTRACTOR shall only provide designated instruction and services during the period of the pupil's regular or extended school year program, or both, at the location designated by the IEP, unless otherwise specified by the pupil's IEP/IFSP. The CONTRACTOR shall observe the following legal holidays including Independence Day, Veteran's Day, Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King Jr. Day, President's Day, and Memorial Day, as specified in the CONTRACTOR'S official calendar. Make-up sessions may be scheduled for other days of school vacations.

1.4 PARENT VISITS/COMMUNICATION

- a. The CONTRACTOR shall provide for reasonable parental visits to all of the agency facilities including, but not limited to, the instructional setting attended by pupils and recreational activity areas. CONTRACTOR shall notify case manager or other authorized district representative of all planned parental visits, and provide opportunity for case manager or other district representative to attend visit. The CONTRACTOR shall use its good faith efforts to provide that parental visits are in agreement with a court order, if any.

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- b. All communication between CONTRACTOR and Parent regarding programmatic decisions must include case manager or other authorized IEP team member, unless authorized by LEA representative or case manager, regarding program recommendations.

1.5 OWNERSHIP

All activity plans, token systems, reinforce systems or inventories, visual schedules, data, drills, progress reports, quarterly reports, behavior intervention plans, behavior support plans, behavior graphs, student assessment results, and program materials created specifically for individual pupils by CONTRACTOR under this Agreement shall be the joint property of CONTRACTOR and LEA.

1.6 STAFF ABSENCES

When a provider is absent, The CONTRACTOR shall provide appropriate coverage in accordance with EC section 56061. The CONTRACTOR shall provide the LEA the documentation of such coverage upon request. As appropriate, the CONTRACTOR and the LEA may make arrangements for make-up sessions, usually within 30 days, at a mutually convenient time and location if appropriate staff is not available to provide coverage for staff absences.

CONTRACTORS who provide nurses, 1:1 aides or 1:1 behavior intervention staff in accordance with an individual student's IEP/IFSP shall provide substitute coverage when the staff member is absent, unless other arrangements have been made with the LEA on a case by case basis.

**SECTION 2: ATTENDANCE**

The CONTRACTOR shall keep original records of services provided to each pupil in a register, report or record with the pupil's absences clearly indicated. The CONTRACTOR shall file the signed copies of such service logs with monthly invoices to the LEA within thirty (30) days of the close of the school month. The documents and reports identified in this section shall be provided to LEA pursuant to the provisions in Section 2.3 (Notices) of the Nonpublic Master Contract Main Document. The CONTRACTOR is responsible for verifying accuracy of the service logs and for informing subcontractors of their personal responsibility for the completion and accuracy of said forms. A unit of service for payment purposes is one session as specified in the pupil's IEP/IFSP.

If a pupil's absences exceed more than ten days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to review the placement, modify the IEP/IFSP if appropriate, or determine another appropriate placement option for the student.

If a CONTRACTOR attempts to provide services for 5 consecutive days or sessions, and the student is not available for the service, the CONTRACTOR may suspend the Individual Services Agreement and notify the district of the need to convene a meeting of the IEP/IFSP team to attempt to resolve the problem. If a pupil's absences exceed more than ten unreimbursed days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to determine another appropriate placement option for the student.

**SECTION 3: SAFETY**

3.1 SAFE AND APPROPRIATE ENVIRONMENT

If nonpublic agency services are not provided on a school site, the CONTRACTOR shall be responsible for providing facilities in which it provides the services agreed to in the Individual Services Agreement, unless there is written agreement to the contrary. CONTRACTOR shall comply with applicable law with respect to the structural specifications of the facilities in which it provides services. CONTRACTOR shall comply with all applicable local, county, and/or state ordinances and statutes relating to fire

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health, sanitation and building safety. If services are provided at a school site, the CONTRACTOR shall participate in the regularly scheduled fire, earthquake, and disaster drills as appropriate.

When the IEP specifies that NPA services are to be provided in the child's home, the parent/guardian or another adult caregiver designated by the parent shall be present in the home while the services are delivered.

**SECTION 4: CONFLICT OF INTEREST**

All recommendations for service by CONTRACTOR are the decisions of the IEP team.

To the extent required by EC section 56366.3, CONTRACTOR shall not provide special education and related services, administration, or supervision by an individual who is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days, except if the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to 10 months of the school year by the district, special education local plan area, or county office. For purposes of this section the special education local plan area shall be the special education local plan area of which the LEA is a member and the county office shall refer to the San Diego County Office of Education.

In terms of determining whether an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or whether the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office, the information provided to the CONTRACTOR by the individual in his or her application for employment, resume, or other paperwork, shall be conclusive evidence on this issue for purposes of determining compliance (if required) with EC section 56366.3. No payment shall be withheld or reimbursement demanded from CONTRACTOR if the individual failed to disclose on his or her application, resume, or paperwork, submitted to the CONTRACTOR that he or she is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or misstates the reason for separation. However, if the LEA subsequently provides CONTRACTOR written notice (pursuant to Section 9 of this contract) that an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days (and was not involuntarily terminated or laid off as part of necessary staff reductions) the CONTRACTOR shall have five school days from receipt of the written notice to investigate the matter and to determine the accurate facts and whether the individual should be terminated. The CONTRACTOR shall not be subject to any payment withholding or reimbursement demands ("penalties") for the time period prior to receiving the written notice or for the five school days after such written notice is received.

The CONTRACTOR shall be subject to penalties required by EC section 56366.3, commencing the sixth school day after such notice is provided only if both of the following conditions occur: 1) if it is determined that the individual was an employee of a contracting district, special education local plan area, or county office within the last 365 days and was not involuntarily terminated or laid off as part of necessary staff reductions and 2) if the individual was not terminated prior to the sixth school day after receiving written notice from the LEA, special education local plan, or county office, or did not otherwise stop providing special education and related services, administration or supervision on behalf of CONTRACTOR. If the CONTRACTOR is subject to penalties, the time period for which penalties may be assessed, if required by EC section 56366.3, shall not be retroactive but shall only commence on the sixth school day after the CONTRACTOR received written notice from the LEA as specified in this paragraph. The penalty, if imposed, shall only apply to the salary of the person who was previously employed by an LEA within the last 365 days.

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**SECTION 5: FINANCIAL**

5.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: BMR Health

The CONTRACTOR NUMBER: 1A-01-205A

Education service(s) offered by the CONTRACTOR, and the charges for such service(s) during the term of this contract, shall be as follows:

| <u>RELATED SERVICES</u>   | <u>RATE</u>  | <u>PERIOD</u> |
|---|--------------|---------------|
| <u>Intensive Individual Services (340)</u>                            | _____        | _____         |
| <u>Individual and Small Group Instruction (Ages 3-5 only) (350)</u>   | _____        | _____         |
| <u>Language and Speech (415)</u>                                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - SLP-A (Credentialed)</u>               | _____        | _____         |
| <u>Language and Speech (415) – Speech Therapy Assistant</u>           | _____        | _____         |
| <u>Language and Speech (415) – Bilingual SLP</u>                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - Assessment</u>                         | _____        | _____         |
| <u>Adapted Physical Education (425)</u>                               | _____        | _____         |
| <u>Adapted Physical Education Assessment (425)</u>                    | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care LVN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care RN (435)</u>  | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care CRN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Other Services LVN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services RN (436)</u>                    | _____        | _____         |
| <u>Health and Nursing: Other Services CRN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services Health Aide/CNA (436)</u>       | _____        | _____         |
| <u>Assistive Technology Services – Credentialed (445)</u>             | _____        | _____         |
| <u>Assistive Technology Services - Classified (445)</u>               | _____        | _____         |
| <u>Assistive Technology Services Assessment (445)</u>                 | _____        | _____         |
| <u>Occupational Therapy (450)</u>                                     | _____        | _____         |

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|   |       |       |
|---|-------|-------|
| <u>Occupational Therapy (450) – Certified OT Assistant</u>              | _____ | _____ |
| <u>Occupational Therapy (460) - Assessment</u>                          | _____ | _____ |
| <u>Physical Therapy (460)</u>   | _____ | _____ |
| <u>Physical Therapy PT Assistant (460)</u>                              | _____ | _____ |
| <u>Physical Therapy Assessment (460)</u>                                | _____ | _____ |
| <u>Individual Counseling (510)</u>                                      | _____ | _____ |
| <u>Counseling and Guidance (515)</u>                                    | _____ | _____ |
| <u>Parent Counseling (520)</u>  | _____ | _____ |
| <u>Social Work Services (525)</u>                                       | _____ | _____ |
| <u>Psychological Services (530)</u>                                     | _____ | _____ |
| <u>Psychological Services Assessment (530)</u>                          | _____ | _____ |
| <u>Behavior Intervention Services (535)</u>                             | _____ | _____ |
| <u>Behavior Intervention Services (535) - Supervision</u>               | _____ | _____ |
| <u>Behavior Intervention Services (535) – Other Provider/Beh.Tech</u>   | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities (610)</u>        | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities Assess (610)</u> | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing (710)</u>                       | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing Assessment (710)</u>            | _____ | _____ |
| <u>Interpreter Services (715)</u>                                       | _____ | _____ |
| <u>Interpreter Services Shift Differential (715)</u>                    | _____ | _____ |
| <u>Audiological Services (720)</u>                                      | _____ | _____ |
| <u>Audiological Services Assessment (720)</u>                           | _____ | _____ |
| <u>Specialized Vision Services (725)</u>                                | _____ | _____ |
| <u>Specialized Vision Services Assessment (725)</u>                     | _____ | _____ |
| <u>Orientation and Mobility (730)</u>                                   | _____ | _____ |
| <u>Orientation and Mobility Assessment (730)</u>                        | _____ | _____ |
| <u>Braille Transcription (735)</u>                                      | _____ | _____ |

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|   |  |  |
|---|--|--|
| Specialized Orthopedic Services (740)                       |  |  |
| Specialized Orthopedic Services Assessment (740)            |  |  |
| Reader Services (745)                                       |  |  |
| Note Taking Services (750)                                  |  |  |
| Transcription Services (755)                                |  |  |
| Recreation Services, Including Therapeutic (760)            |  |  |
| College Awareness Preparation (820)                         |  |  |
| Vocational Assessment, Counseling/Guidance Assessment (830) |  |  |
| Career Awareness (840)                                      |  |  |
| Work Experience Education (850)                             |  |  |
| Job Coaching (855)  |  |  |
| Mentoring (860)   |  |  |
| Agency Linkages (referral and placement) (865)              |  |  |
| Travel Training (870)                                       |  |  |
| Other Transition Services (890)                             |  |  |
| Other (900) Music Therapy                                   |  |  |
| Other (900) Vision Therapy                                  |  |  |
| Transportation – Emergency                                  |  |  |
| Bus Passes  |  |  |
| Professional Development                                    |  |  |

NOTES: \_\_\_\_\_

\*Parent transportation reimbursement rates to be set forth in Individual Services Agreements.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

**SECTION 6: APPROVALS**

**CONTRACTOR**  
Nonpublic Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Jicky Thomas, Recruitment Manager  
\_\_\_\_\_  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Russell Coronado, Senior SELPA Director  
\_\_\_\_\_  
(Type) Name and Title

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**LEA**  
Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

J. Arturo Sanchez Macias, Deputy Superintendent  
\_\_\_\_\_  
(Type) Name and Title

LEA Board Approval

DATE: \_\_\_\_\_

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**INTERIM WRITTEN APPROVAL**

**For Provision of Special Education/Related Services and Payment**

Pursuant to Section 1.1 of the Master Contract (Main Document),  
the Local Education Agency (LEA) San Ysidro School District  
provides to the CONTRACTOR BMR Health  
interim written approval for CONTRACTOR to provide the agreed upon Special Education and/or Related Services  
identified in the most recent IEP/IFSP of all students with speech services,  
(Student Name)  
at the rates set forth in Schools: Section 4.1 of the Master Contract for the 2017 - 2018 Contract Year.  
Anticipated Student Start Date: August 17, 2017.

This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date at the nonpublic school or nonpublic agency. If an Individual Services Agreement and/or Master Contract is not completed and executed by the LEA and the CONTRACTOR within this 90 day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

This interim written approval does not require the CONTRACTOR to provide services for 90 days, or for any maximum period of time. The parties have already agreed, or may agree, to hold an IEP meeting within 30 days of the student's first day of attendance.

Agreed to by the District Representative of the Special Education Unit of the LEA:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

J. Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

Agreed to by the CONTRACTOR:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Jicky Thomas, Recruitment Manager  
Name/Title

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

**INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC AGENCY SERVICES**  
 (Education Code Sections 56365 et seq.)

This agreement is effective on \_\_\_\_\_ or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 201\_\_\_\_\_, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency \_\_\_\_\_ Nonpublic Agency \_\_\_\_\_

LEA Case Manager: Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Pupil Name \_\_\_\_\_ Sex:  M  F Grade: \_\_\_\_\_  
 (Last) (First) (M.I.)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

DOB \_\_\_\_\_ Residential Setting:  Home  Foster  LCI # \_\_\_\_\_  OTHER \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Phone ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
 (Residence) (Business)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_  
 (If different from student)

**AGREEMENT TERMS:**

**A. DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Intensive Individual Services (340)                              |          |     |               |  |                  |                            |  |
| Individual and Small Group Instruction (Ages 3-5 only) (350)     |          |     |               |  |                  |                            |  |
| Language and Speech (415)  |          |     |               |  |                  |                            |  |
| Language and Speech – SLP-A (Credentialed) (415)                 |          |     |               |  |                  |                            |  |
| Language and Speech – Speech Therapy Assistant (415)             |          |     |               |  |                  |                            |  |
| Language and Speech – Bilingual SLP (415)                        |          |     |               |  |                  |                            |  |
| Language and Speech – Assessment (415)                           |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. (425)                                       |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. - Assessment (425)                          |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - LVN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - RN (435)  |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - CRN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - LVN (436)                   |          |     |               |  |                  |                            |  |

**12B.12**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Health and Nursing Services: Other - RN (436)                          |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - CRN (436)                         |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - Health Aide/CNA (436)             |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Credentialed (445)                     |          |     |               |  |                  |                            |  |
| Assistive Technology Services – Classified (445)                       |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Assessment (445)                       |          |     |               |  |                  |                            |  |
| Occupational Therapy (450)   |          |     |               |  |                  |                            |  |
| Occupational Therapy – Certified OT Assistant (450)                    |          |     |               |  |                  |                            |  |
| Occupational Therapy – Assessment (450)                                |          |     |               |  |                  |                            |  |
| Physical Therapy (460)   |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assistant (460)                                  |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assessment (460)                                 |          |     |               |  |                  |                            |  |
| Individual Counseling (510)  |          |     |               |  |                  |                            |  |
| Counseling and Guidance (515)  |          |     |               |  |                  |                            |  |
| Parent Counseling (520)  |          |     |               |  |                  |                            |  |
| Social Work Services (525)   |          |     |               |  |                  |                            |  |
| Psychological Services (530)   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services (535)                                   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services - Supervision (535)                     |          |     |               |  |                  |                            |  |
| Behavior Intervention Services – Other Provider (535)                  |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities (610)              |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities – Assessment (610) |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services (710)                    |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services – Assessment (710)       |          |     |               |  |                  |                            |  |

**12B.12**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE   | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---|----------|-----|---------------|--|------------------|----------------------------|--|
|   | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Interpreter Services (715)  |          |     |               |  |                  |                            |  |
| Interpreter Services – Shift Differential (715)                         |          |     |               |  |                  |                            |  |
| Audiological Services (720)   |          |     |               |  |                  |                            |  |
| Audiological Services Assessment (720)                                  |          |     |               |  |                  |                            |  |
| Specialized Vision Services (725)                                       |          |     |               |  |                  |                            |  |
| Specialized Vision Services Assessment (725)                            |          |     |               |  |                  |                            |  |
| Orientation and Mobility (730)  |          |     |               |  |                  |                            |  |
| Orientation and Mobility Assessment (730)                               |          |     |               |  |                  |                            |  |
| Braille Transcription (735)   |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service (740)                                    |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service Assessment (740)                         |          |     |               |  |                  |                            |  |
| Reader Services (745)   |          |     |               |  |                  |                            |  |
| Note Taking Services (750)  |          |     |               |  |                  |                            |  |
| Transcription Services (755)  |          |     |               |  |                  |                            |  |
| Recreation Services, Including Therapeutic (760)                        |          |     |               |  |                  |                            |  |
| College Awareness Preparation (820)                                     |          |     |               |  |                  |                            |  |
| Vocational Assessment, Counseling, Guidance and Career Assessment (830) |          |     |               |  |                  |                            |  |
| Career Awareness (840)  |          |     |               |  |                  |                            |  |
| Work Experience Education (850)   |          |     |               |  |                  |                            |  |
| Job Coaching (855)  |          |     |               |  |                  |                            |  |
| Mentoring (860)   |          |     |               |  |                  |                            |  |
| Agency Linkages (referral and placement) (865)                          |          |     |               |  |                  |                            |  |

**12B.12**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

| SERVICE                         | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---------------------------------|----------|-----|---------------|--|------------------|----------------------------|--|
|                                 | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Travel Training (870)           |          |     |               |  |                  |                            |  |
| Other Transition Services (890) |          |     |               |  |                  |                            |  |
| Other (900) Music Therapy       |          |     |               |  |                  |                            |  |
| Other (900) Vision Therapy      |          |     |               |  |                  |                            |  |
| Transportation-Emergency        |          |     |               |  |                  |                            |  |
| Bus Passes                      |          |     |               |  |                  |                            |  |
| Professional Development        |          |     |               |  |                  |                            |  |

ESTIMATED MAXIMUM RELATED SERVICES COST (A)\$ \_\_\_\_\_

1. Other Provisions/Attachments:

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MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON \_\_\_\_\_

INDIVIDUAL SERVICES AGREEMENT APPROVED BY CASE MANAGER:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-DISTRICT-

\_\_\_\_\_  
(Name of Nonpublic Agency)

\_\_\_\_\_  
(Name of School District)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name and Title)

\_\_\_\_\_  
(Name of Superintendent or Authorized Designee)

# 2017-2018 San Diego County Nonpublic Master Contract

2017-2018

*Directions:*

- Main document **must** be completed for every Nonpublic School/Agency or Room & Board Contract.
- Complete and attach Appendices A: School, B: Agency, C: Room & Board as appropriate.



San Diego County Office of Education  
Student Services and Programs Division  
Special Education Department

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

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APPENDIX B: AGENCIES

APPENDIX C: ROOM AND BOARD

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- *Complete and attach Appendices A: School, B: Agency, C: Room & Board as appropriate.*

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Special Education  
Janette Ridgels, Interim Director

**AGENDA ITEM:** SAN DIEGO COUNTY NON-PUBLIC MASTER CONTRACT WITH  
PIONEER-HEALTHCARE SERVICES, LLC

**BACKGROUND INFORMATION:**

Children who are identified as having language-processing disorders may benefit from language therapy. Therapy can be provided to help improve children who have word finding difficulty, language processing disorder or delay, phonological awareness deficits, verbal problem solving weaknesses, listening comprehension difficulty and such.

Pioneer-Healthcare Services, LLC, a non-public agency, will be providing speech services for more than 60 students who receive special education services per their Individualized Education Programs (IEPs) for the 2016-2017 school year in order to meet Federal regulations and compliance. The Speech and Language Pathologist (SLP) will conduct initial and triennial evaluations, provide support to the general education staff and students as part of response to intervention, and consult with special education staff with regard to communication development strategies.

Cost implication will be \$75.00 per hours x 180 days (8 hours per day) = \$108,000.00

**RECOMMENDATION:**

Approve the San Diego County Nonpublic Master Contract with Pioneer-Healthcare Services, LLC for school year 2017-18 at an estimated cost of \$108,000.00 from the Special Education funds.

---

|   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> <b>Renewal</b> <input type="checkbox"/> <b>New</b> <input type="checkbox"/> <b>Amendment</b> <input type="checkbox"/> <b>Ratify</b> <input type="checkbox"/> <b>Other</b> |  | <b>Business Services Reviewed:</b> <u>ROM</u>   |
| 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  | <div style="border: 1px solid black; width: 100%; height: 20px;"></div>   |
| <div style="border: 1px solid black; padding: 5px; width: 150px;">\$108,000.00<br/>(Amount)</div>   | <div style="border: 1px solid black; padding: 5px; width: 250px;">Special Education<br/>(Name of funding source and/or location)</div> | <div style="border: 1px solid black; padding: 5px; width: 250px;">0100-6500000-5770-1190-5800010-054<br/>(Funding account number)</div> |

---

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

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

# 2017-2018 San Diego County Nonpublic Master Contract

2017-2018

*Directions:*

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Student Services and Programs Division  
Special Education Department

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San Diego County Office of Education  
Student Services and Programs Division  
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**2017-2018**

**NONPUBLIC  
MASTER CONTRACT**

**CONTRACT YEAR** 2017-2018

This Master Contract is made and entered into

this 1<sup>st</sup> day of July, 2017 between the

San Ysidro School District, County of San Diego,  
(Local Education Agency)

hereinafter sometimes referred to as the "LEA," and

Pioneer Healthcare Services, LLC  
(Nonpublic,)

hereinafter referred to as "CONTRACTOR."

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

**SECTION 1: AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**

**1.1 MASTER CONTRACT**

For the purpose of providing special education and related services to individuals with exceptional needs under the authorization of Education Code sections 56157, 56361, and 56365-56366.5 the Master Contract consists of (the Main Document and Master Contract Appendices A (Schools), B (Agencies), C (Room & Board)). The general term "Master Contract" refers to the Master Contract /Main Document/ and Master Contract /Appendices A (Schools), B (Agencies), and C (Room and Board) given to the CONTRACTOR by a representative of the LEA's Special Education Unit on terms acceptable to the LEA and CONTRACTOR.<sup>1</sup> It is also understood that this contract does not commit the CONTRACTOR to provide special education and related services to any individual unless and until an Individual Services Agreement is executed between the LEA and the CONTRACTOR on behalf of such individual or interim written approval is given to the CONTRACTOR by an authorized representative of the LEA's Special Education Unit. This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date, during which time the contract and/or Individual Services Agreement shall be completed and executed by the LEA and CONTRACTOR. If an Individual Services Agreement is not completed and executed by the LEA and the CONTRACTOR within this ninety-day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

**1.2 SUPERSEDES PRIOR CONTRACTS**

This Master Contract includes the Main Document, Appendix A (Schools), Appendix B (Agencies), Appendix C (Room and Board), to the extent that they are applicable, and each ISA, all of which are incorporated herein by this reference and any exhibits or attachments hereto constitute the entire agreement between the parties to this contract and supersedes any prior contract, understanding, or agreement with respect to the terms set forth in this contract.

**1.3 MODIFICATIONS AND AMENDMENTS**

The LEA and CONTRACTOR agree that any amendments to the contract must be in writing and approved by the LEA's Governing Board and the Board of Directors/Trustees or authorized representative of CONTRACTOR. Prior to executing a written amendment to the contract, the LEA shall obtain approval from the San Diego County SELPA Directors and the County Director of Special Education. In implementing this Master Contract, any specific terms related to an individual pupil shall be reflected in the Individual Services Agreement.

**1.4 INDIVIDUAL SERVICES AGREEMENT**

The LEA and CONTRACTOR shall enter into an Individual Services Agreement for each pupil who is to receive special education and/or related services provided by the CONTRACTOR. The LEA is responsible for completing each pupil's Individual Services Agreement, which shall identify the provider of each service required by the pupil's Individualized Education Program (IEP) or Individualized Family Service Plan (IFSP) (CCR 3062(e)). Individual Services Agreements shall only be issued for those pupils enrolled with the approval of the LEA. Changes in any LEA pupil's educational program, including instruction, services, or instructional setting provided under this contract, may only be made on the basis of revisions to the pupil's IEP or IFSP. At any time during the term of this contract, the parent, the CONTRACTOR or LEA may request a review of the pupil's IEP/IFSP, subject to all procedural safeguards required by law, including notice given to and participation by the CONTRACTOR in the IEP Team meeting. In the event that the CONTRACTOR recommends that the pupil requires either a lesser or more restrictive placement than the CONTRACTOR can provide, the CONTRACTOR will notify the LEA immediately. The LEA shall expedite the review and/or the resulting change in placement, and shall modify the Individual Services Agreement as appropriate if there is a change in the instructional and/or other services provided.

---

<sup>1</sup> Please see Appendix B for Agencies for exceptions to NPA Hired as Full Time Equivalent.

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

**1.5 NONPUBLIC CERTIFICATION OR WAIVER**

A current copy of the CONTRACTOR'S California Department of Education Nonpublic Certification or waiver of such certification issued by CDE pursuant to EC 56366.2 is attached hereto. This Master Contract shall be null and void if such certification is expired, revoked, rescinded, or otherwise nullified during the effective period of this contract.

**1.6 TERM OF MASTER CONTRACT**

Neither the CONTRACTOR nor the LEA is required to renew this contract in subsequent contract years. In the event that a pupil is enrolled with the CONTRACTOR during the term of this contract and said pupil continues to receive special education and/or related services by the CONTRACTOR as approved by the LEA in accordance with the pupil's IEP/IFSP and either (a) a new contract has not been fully executed or (b) the CONTRACTOR or the LEA chooses not to renew this contract, the terms of this contract and associated Individual Service Agreements shall apply to any and all special education and/or related services provided by CONTRACTOR and payment for those services by the LEA.

Upon agreement of both parties to this Master Contract, its provisions shall be retroactive to the beginning of this contract year (July 1<sup>st</sup>), to cover services provided by the CONTRACTOR to LEA students, unless otherwise mutually agreed upon by both parties.

The term of this Master Contract shall be from July 1, 20 17 to June 30, 20 18.

Any subsequent Master Contract is to be renegotiated prior to June 30 of each year.

This Master Contract has no force or effect until approved or ratified by the LEA's Governing Board.

**1.7 COMPLIANCE WITH APPLICABLE FEDERAL AND STATE LAWS**

During the term of this contract, the CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations relating to the required special education and designated instruction and services and facilities for individuals with exceptional needs, including those not expressly documented in this Master Contract.

a. Nondiscrimination

The CONTRACTOR and the LEA shall not discriminate on the basis of race, religion, sex, national origin, age, sexual orientation disability or any other classification protected by federal or state laws in employment or operation of its programs.

b. Sexual Harassment Policy

The CONTRACTOR shall have a written policy on sexual harassment in accordance with state and federal regulations and guidelines.

c. Corporal Punishment Prohibitions

(l) No public education agency, or nonpublic school or agency serving individuals pursuant to Education Code Section 56365 et seq., may authorize, order, consent to, or pay for any of the following interventions, or any other interventions similar to or like the following:

- (1) Any intervention that is designed to, or likely to, cause physical pain;
- (2) Releasing noxious, toxic or otherwise unpleasant sprays, mists, or substances in proximity to the individual's face;
- (3) Any intervention which denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;
- (4) Any intervention which is designed to subject, used to subject, or likely to subject the individual to verbal abuse, ridicule or humiliation, or which can be expected to cause excessive emotional trauma;
- (5) Restrictive interventions which employ a device or material or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

- trained personnel as a limited emergency intervention pursuant to subsection (i) of Ed Code Section 56521.2 (a) (5)
- (6) Locked seclusion, except pursuant to subsection (i)(4)(A) of Ed Code Section 56521.2 (a) (6)
- (7) Any intervention that precludes adequate supervision of the individual; and
- (8) Any intervention which deprives the individual of one or more of his or her senses.

d. Student Discipline

Contractor shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations, such that students who exhibit serious behavioral challenges receive timely and appropriate assessments and positive supports and interventions in accordance with the federal Individuals with Disabilities Education Act and its implementing regulations.

When a CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA and a manifestation IEP team meeting shall be scheduled by the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavioral plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10<sup>th</sup>) day of suspension.

e. Behavioral Emergency Reports (Ed. 56521.1(a))

- (1) Anytime an emergency intervention is used pursuant to Ed Code Section 56521.1(a) subsection (i), CONTRACTOR must notify LEA and IEP team immediately and document emergency intervention in a "Behavioral Emergency Report" as defined by 56521.1(e).
- (2) Whenever a "Behavioral Emergency Report" is written regarding an individual who does not have a behavioral intervention plan, the designated responsible administrator shall, within two days, schedule an IEP team meeting to review the emergency report, to determine the necessity for a functional behavioral assessment, and to determine the necessity for an interim behavioral intervention plan.
- (3) Anytime a "Behavioral Emergency Report" is written regarding an individual who has a behavioral intervention plan, any incident involving a previously unseen serious behavior problem or where a previously designed intervention is not effective should be referred to the IEP team to review and determine if the incident constitutes a need to modify the plan.
- (4) "Behavioral Emergency Report" data shall be collected by CONTRACTOR and be submitted to LEA.
- (5) A summary of Behavioral Emergency Reports shall be submitted at least monthly to the LEA and the Director of the Special Education Local Plan Area of which the LEA is a member.

1.8 DEFINITIONS

"DAYS": For the purpose of the contract, "days" refers to calendar days unless otherwise specified.

"PARENT": For the purpose of the contract, a parent (34CFR 300.3Da) is the natural parent, adoptive parent, or legal guardian or any other adult granted educational decision-making rights by the natural or adoptive parent or a court of competent jurisdiction. A trained, certified surrogate parent, identified by the LEA, may act on behalf of the pupil if no parent, guardian or person acting as a parent can be located. The LEA shall be responsible for providing a translator for the parent if needed.

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**SECTION 2: ADMINISTRATION OF CONTRACT**

**2.1 NOTICES**

Notices provided for by this contract shall be in writing, be delivered to the individual identified below in this section, and shall be delivered by certified, registered, or return receipt requested mail, postage prepaid, or by facsimile transmission, unless a specific section of this contract requires or allows notice or contact to be made in a different manner or to a different individual. The effective date of an invoice shall be the date of its receipt by the LEA. The effective date of all other notices shall be the date of the postmark or of the facsimile transmittal date identified in the document. In the event there is a change in the individual to be notified, the CONTRACTOR or the LEA shall provide written notice of the change and, after such notice is provided, all future notices shall be addressed to that individual. Notice may be provided under this section pursuant to regular United States mail if the LEA and CONTRACTOR agree in writing to notice by regular United States mail. If the LEA or CONTRACTOR does not identify an individual to be notified in this section, the person to be notified under this section shall be the LEA or CONTRACTOR representative that executes this contract.

Notices mailed to the LEA shall be addressed to:

Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

San Ysidro School District  
Local Education Agency

4350 Otay Mesa Rd  
Address

San Ysidro            CA                    92173  
City                    State                    Zip

( 619 ) 428-4476  
Phone

( 619 ) 428-6473  
Facsimile

arturo.macias@sysd.k12.ca.us  
Email Address

Notices to the CONTRACTOR shall be addressed to:

Kevin Willard, Vice President  
Name/Title

Pioneer Healthcare Services, LLC  
Nonpublic School

6255 Ferris Square, Ste. F  
Address

San Diego            CA                    92121  
City                    State                    Zip

( 800 ) 683-1209  
Phone

( 888 ) 622-6899  
Facsimile

kwillard@pioneer-healthcare.com  
Email Address

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**2.2 INDEPENDENT CONTRACTOR STATUS**

This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

**2.3 SUBCONTRACT AND ASSIGNMENT**

The CONTRACTOR shall not enter into an initial subcontract with any noncertified Nonpublic Agency (NPA) or provider, for any of the instructional or related services contemplated under this contract without first obtaining written approval by a representative of the San Diego County Office of Education (i.e. County Director of Special Education or a SELPA Director). Such approval shall not be unreasonably withheld. The LEA and CONTRACTOR shall maintain a copy of the written approval.

**2.4 INDEMNIFICATION**

The CONTRACTOR hereby indemnifies, defends, and holds harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the CONTRACTOR, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The LEA hereby indemnifies, defends, and holds harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the LEA, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The CONTRACTOR shall have no obligation to indemnify, defend, or hold harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the LEA's sole negligence or willful misconduct; and the LEA shall have no obligation to indemnify, defend, or hold harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives for the CONTRACTOR'S sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract or final payment hereunder, and is in addition to any other rights or remedies that the CONTRACTOR or LEA may have under the law or this contract.

**2.5 INSURANCE**

During the entire term of this contract and any extension or modification thereof, the CONTRACTOR shall keep in effect a policy or policies of general liability insurance, including contractual liability coverage, professional liability, and auto liability coverage of owned and non-owned vehicles used by CONTRACTOR in relation to the performance of service(s) under this Master Contract, with minimum limits of one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in aggregate. Such insurance shall name LEA as an additional insured, and an endorsement evidencing such coverage shall be provided within 90 days, only as to matters arising out of this Master Contract for which CONTRACTOR has an obligation to indemnify the LEA, under the Indemnification clause, Section 2.6, of this Master Contract.

Not later than the effective date of this contract, the CONTRACTOR shall provide the LEA with satisfactory evidence of insurance. The insurance maintained by CONTRACTOR shall include a provision for the insurance provider to send written notice of cancellation or modification to the CONTRACTOR at least 30 calendar days before cancellation or adverse material change, or 10 days for nonpayment of premium. Such CONTRACTOR'S insurance may contain the same notice requirement for the LEA. If the insurance provider is only required to send such notice to the CONTRACTOR (but not the LEA) CONTRACTOR shall provide the LEA written notice of cancellation or adverse material modification within one business day after receiving such notice from the insurer. Such notice shall be provided pursuant to Section 2.3 (Notices) of this contract. The CONTRACTOR shall at its own cost and expense procure and maintain insurance under the applicable state's Workers' Compensation laws. Failure to maintain the above mentioned insurance coverage shall be cause for termination of this contract.

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LEA warrants that it is self-insured in compliance with the laws of the State of California, that the self insurance covers persons acting on its behalf or under its control, that its self insurance covers LEA's indemnification obligations to CONTRACTOR under this contract, and that LEA agrees to provide coverage to CONTRACTOR pursuant to this self insurance in the event the indemnification obligations of Section 2.6 of this contract are triggered. The LEA further warrants that it shall notify the CONTRACTOR pursuant to Section 2.3 (Notices) of this contract, of any material insurance coverage changes at least thirty days prior to the change.

CONTRACTOR agrees that any subcontractor with which it contracts to provide services pursuant to any Individual Services Agreement, shall submit written proof of insurance in a minimum amount of \$1,000,000 per occurrence, including general, liability, auto liability (if applicable), and professional liability (if applicable). Such insurance shall be maintained by any subcontractor for the scope of duties performed and duration of time it provides services to LEA pupils. Proof of insurance shall be provided to the LEA prior to the beginning of transportation services by a subcontractor, and upon renewal of coverage thereafter. Transportation subcontractors shall submit copies of insurance policies upon request of the LEA; otherwise, certificates of insurance may be acceptable proof, provided that the information thereon is adequate and verifiable. Subcontractors shall be required to provide to the CONTRACTOR written notice of cancellation of insurance or adverse material change in such insurance at least 30 days prior to cancellation or adverse material change or within one business day after receiving such notice, whichever is earlier.

**2.6 TRANSPORTATION**

Transportation costs are the responsibility of the LEA unless otherwise agreed to in writing. The CONTRACTOR shall provide each pupil whom the CONTRACTOR transports with adequate supervision during transports and with instruction in school bus emergency procedures and passenger safety, as appropriate to the pupil's needs. The CONTRACTOR shall have in place a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils.

In the event the CONTRACTOR transports students due to health, behavior, or other emergencies, or as otherwise agreed to between the CONTRACTOR and the LEA, the LEA shall reimburse CONTRACTOR at the rate specified in this Master Contract (Rate Schedule - Schools: Section 4.1, Agencies: Section 5.1).

**2.7 WAIVERS**

The LEA and/or CONTRACTOR may independently or jointly submit waivers of applicable state laws and regulations.

**2.8 SUCCESSORS IN INTEREST**

This contract binds the CONTRACTOR's successors and assignees. CONTRACTOR shall not assign this Master Contract without the written consent of LEA, and any attempt by Contractor to effect such an assignment without the written consent of LEA shall make this Master Contract terminable at the option of the LEA.

**2.9 SEVERABILITY**

If any provision or portion of a provision of this contract is held in whole or in part to be unenforceable for any reason, the remainder of the provision and of the entire contract shall be severable and shall remain in effect.

**2.10 CONFLICTS OF INTEREST**

a. The CONTRACTOR agrees to furnish to the LEA a copy of its current bylaws and a current list of its Governing Board of Directors (or Trustees), if it is incorporated. LEA has the right to request a current list of the Board of Directors or Trustees at any time during the term of the Master Contract.

b. CONTRACTOR and members of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest including, but not limited to, employment with LEA, provisions of private party assessments and/or reports, and attendance at the IEP team meetings and/or due process proceedings.

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c. Anytime the CONTRACTOR is contracted to conduct a formal Independent Educational Evaluation (IEE), and the IEP team determines that services are necessary as a result of that IEE the LEA shall be obligated to select a service provider who is not the CONTRACTOR. Unless, a service provider who is not the CONTRACTOR is unavailable or unable to provide that service.

**2.11 INABILITY TO MEET CONTRACT REQUIREMENTS**

The CONTRACTOR shall notify the LEA in writing when the CONTRACTOR is unable to meet the requirements of this contract. The LEA shall notify CONTRACTOR in writing when the LEA is unable to meet the requirements of this contract.

**2.12 DISPUTE RESOLUTION**

Disagreements concerning the meaning, requirements or performance of this contract shall first be brought to the attention of the other party in writing, pursuant to the notice provisions (Section 2.3) of this contract, in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements may be resolved either 1) as voluntarily agreed to by the parties, 2) by equitable remedies, or 3) by other legal means.

**2.13 DUE PROCESS AND COMPLAINT PROCEDURES**

CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations related to Due Process and the rights of students and parents.

CONTRACTOR agrees to maintain policies and procedures as follows: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act (HIPAA).

**2.14 VENUE AND GOVERNING LAW**

This contract, and conditions of this contract, shall be governed by the laws of the State of California with venue in San Diego County, California.

**2.15 RIGHT TO REPORT MASTER CONTRACT VIOLATIONS**

The CONTRACTOR acknowledges and understands that the LEA may report to the CDE any violations of the provisions of this contract; and that may result in the suspension of the CDE nonpublic school certification pursuant to California EC section 56366.4(a).

**2.16 TERMINATION OF MASTER CONTRACT AND/OR INDIVIDUAL SERVICES AGREEMENT**

a. **Master Contract**

Either the LEA or the CONTRACTOR may terminate this Master Contract for cause as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 of this contract, or immediately if the CONTRACTOR and LEA mutually agree that there are significant health or safety concerns. Cause shall include but not be limited to non maintenance of current nonpublic school certification, failure of either the LEA or the CONTRACTOR to maintain the standards required under the Master Contract and/or Individual Services Agreement, or material breach of the contract by CONTRACTOR or LEA. To terminate the contract either party shall give a minimum of 20 days written notice pursuant to the provisions of Section 2.3 (Notices) of this contract. Upon termination, the LEA shall pay within 45 days, without duplication, for all services performed and expenses incurred to date of termination according to the provisions set forth in Schools Document Section 4.1, Agencies Document Section 5.1 (Rate Schedule) and Main Document Section 4.1 (Billing and Payment) of this contract. CONTRACTOR shall provide to the LEA the IEP/IFSP and all related documents in its possession or under its control pertaining to its services.

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for all pupils of the LEA who were receiving services from the CONTRACTOR in accordance with applicable state and federal laws regarding student records.

b. Individual Services Agreement

The Individual Services Agreement may be terminated or suspended by the LEA or the CONTRACTOR for cause, as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 (Notices) of this contract, or immediately if the CONTRACTOR and the LEA mutually agree that there are significant health or safety concerns.

Individual Services Agreements are null and void upon termination of the Master Contract.

The LEA shall not terminate Individual Services Agreements because of the availability of a public class initiated during the course of the contract unless the parent agrees to the transfer of a pupil to a public school program, which agreement must only be given in a duly called and held IEP/IFSP meeting at which the CONTRACTOR is present.

2.17 INDIVIDUALIZED EDUCATION PROGRAM (IEP) / INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP)

When a pupil is accepted for enrollment in a nonpublic school, the CONTRACTOR shall provide the pupil a program of educational instruction and services within the nonpublic school, which is consistent with his or her IEP/IFSP as specified in each pupil's Individual Services Agreement.

The CONTRACTOR shall implement those responsibilities delegated to CONTRACTOR in the plan for transition services (per EC section 56445 and EC section 56462) as stated by the IEP/IFSP.

The CONTRACTOR shall provide an appropriate adult to pupil ratio for pupils with exceptional needs between three and five years of age, in accordance with EC 56441.5.

The LEA shall invite the CONTRACTOR and the CONTRACTOR shall participate in all IEP/IFSP meetings, including those related to placement and those called by the parent in accordance with EC section 56343.5, so long as the pupil is to be served by the CONTRACTOR pursuant to an Individual Services Agreement. The child's present teacher shall participate in the IEP meeting in accordance with EC 56341(b)(3). Every effort shall be made to schedule the meeting at a time and place that is mutually convenient to parents, CONTRACTOR's staff, and LEA's staff.

The local educational agency shall oversee and evaluate the pupil's placement in the NPS through the IEP process. The IEP team shall evaluate whether the pupil is making appropriate educational progress through a review of the student's progress toward IEP goals and, as appropriate, a review of the pupil's scores on state assessments. If the NPS staff or LEA will be making recommendation(s) for significant changes to the student's program, placement or services, the LEA Case Manager and representative of the NPS shall discuss the recommendation(s) prior to the IEP meeting. The IEP team will consider whether or not the needs of the pupil continue to be best met at the nonpublic school, whether changes to the pupil's IEP are necessary, and whether the pupil may be transitioned to a public school setting (EC 56366(a)(2)(B), EC 56343(d), EC 56043(h)). Partial day attendance at the NPS may be appropriate to support transition to a public school program.

2.18 FREE APPROPRIATE PUBLIC EDUCATION

No charge of any kind to parents shall be made by the CONTRACTOR for educational activities and related services specified on the pupil's IEP/IFSP, including screening or interviews which occur prior to or as a condition of a pupil's enrollment under the terms of the contract, except as specified in writing in a due process procedure that is signed by all relevant parties and attached to the relevant pupil's Individual Services Agreement, or for voluntary extracurricular activities conducted subsequent to written notification to parents as to the cost and the voluntary and extracurricular nature of the activity. Unless the activity (for example, field trips) takes place during a school vacation or holiday, pupils not participating in such activities shall continue to receive special education and/or related services as set forth in their IEP/IFSPs.

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2.19 TRANSITION TO A LRE

CONTRACTOR & LEA shall support Least Restrictive Environment options, including dual enrollment, if appropriate, for students enrolled in NPS to have access to the general curriculum and to be education with nondisabled peers to the maximum extent appropriate.

CONTRACTOR & LEA shall address LRE placement options for students enrolled in NPS at all IEP team meetings, including whether the students may be transitioned to a public school setting.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommendations activities to support the transition.

2.20 PUPIL PROGRESS

The CONTRACTOR shall have written procedures in place for measuring progress utilizing on-going data collection in the goal areas identified on the IEP/IFSP.

The CONTRACTOR shall provide to parents and the LEA case manager written pupil progress reports on the goals in the IEP/IFSP, no less than quarterly. The CONTRACTOR shall submit an updated report if there is no current progress report when pupils are scheduled for a review by the IEP/IFSP team or when a pupil's enrollment is terminated.

The CONTRACTOR shall allow periodic review of each pupil's instructional program by the LEA. Representatives of the LEA shall have reasonable access to observe each pupil at work, observe the instructional setting, meet with the CONTRACTOR and review each pupil's progress, including the behavioral intervention plan, if any. LEA representatives making site visits shall initially report to the CONTRACTOR's site administrative office.

2.21 ASSESSMENTS

a. Individual Student Assessments

If the CONTRACTOR receives a parent request for evaluation, the CONTRACTOR shall inform the parent of his or her ability to submit a written request for evaluation to the LEA in accordance with applicable law. The LEA shall collaborate with the CONTRACTOR to develop the evaluation plan and submit it to the parent for approval. The LEA retains the responsibility for conducting triennial evaluations (EC 56381(c)).

2.22 CONFIDENTIALITY OF RECORDS

All reports, records and other documents that CONTRACTOR is required to submit to LEA, the Special Education Local Plan Area, or otherwise, pursuant to this contract, shall be redacted to the extent necessary and appropriate to protect the confidentiality and privacy of pupils, employees, and subcontractors, as provided for pursuant to state and federal law.

2.23 FORWARDING OF EDUCATIONAL RECORDS

The CONTRACTOR agrees, in the event of school closure, to immediately forward pupil records to the LEA pertaining to the LEA's pupils enrolled in CONTRACTOR's educational program. These records shall include, but need not be limited to, current transcripts, IEP/IFSPs and results of performance testing.

2.24 DATA REPORTING

CONTRACTOR agrees to provide LEA with all student information required for LEA to report to the California Longitudinal Pupil Achievement Data System (CALPADS) as well as other data as required by Every Student Succeeds Act (ESSA) or any federal data reporting requirements, including, but not limited to, data required to calculate enrollment and dropout and graduation rates.

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**SECTION 3: PERSONNEL**

**3.1 VERIFICATION OF CREDENTIALS, LICENSES AND OTHER QUALIFICATIONS**

The CONTRACTOR shall provide all contracted special education, and/or related services required by the IEP/IFSP, Master Contract and Individual Services Agreement by appropriately qualified staff. The CONTRACTOR shall provide appropriately credentialed teachers and/or licensed or license-eligible personnel or other education related mental health provider consistent with the California laws and regulations unless the California Department of Education has granted a written waiver. The CONTRACTOR shall be responsible for monitoring the status of waiver applications submitted to the state for all non-credentialed teachers and non-licensed service providers. All non-credentialed teachers and non-licensed service providers shall apply for a waiver.

For a NPSs A-G course credits, only University of California A-G approved courses will be accepted by contracting districts.

The CONTRACTOR shall be responsible for verification of credentials and licenses held by its employees, agents and subcontractors. Once the CONTRACTOR has provided the LEA with a copy of the credential or license for all staff providing services to children with disabilities, the CONTRACTOR shall supply the LEA with copies of any changes in the credentials or licenses of staff within 45 days of the change in accordance with Title 5, Section 3062.

The CONTRACTOR is fiscally responsible for all training necessary to provide appropriate services per IEP/IFSP. The LEA shall not reimburse CONTRACTOR for training that occurs outside of contact time with student, and that is not during implementation of IEP/IFSP.

Where behavior intervention services are provided by a nonpublic agency, the CONTRACTOR shall train staff in implementing the behavior support plan or Behavior Intervention Plan and pupils shall receive the level of supervision required in the pupil's IEP/IFSP.

The CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including the provisions with respect to supervision.

**3.2 EMPLOYEE FINGERPRINTS AND TUBERCULOSIS TESTING**

The CONTRACTOR shall ensure that employee fingerprints have been processed in a manner required by EC section 44237. The CONTRACTOR shall maintain a file containing a current certificate of each person covered by Health and Safety Code Sections 121525-121555 (tuberculosis testing). In addition, contractor will adhere to all of the requirements under AB 389.

**3.3 QUALIFICATIONS OF INSTRUCTIONAL AIDES AND TEACHER ASSISTANTS**

Effective July 1, 2001 the CONTRACTOR shall ensure that newly hired instructional aides and teacher assistants have demonstrated proficiency in basic reading, writing, and mathematics skills, based on a test selected and administered by the CONTRACTOR.

**3.4 REQUIREMENT TO REPORT**

a. Child Abuse or Molestation

The CONTRACTOR shall maintain a signed statement by all personnel required to sign such a statement under the child abuse reporting laws, acknowledging their training and understanding of the reporting requirements regarding observed or suspected cases of child abuse. When filing a child abuse report under the Child Abuse Reporting laws, the CONTRACTOR shall include in the report the name, telephone number and address of the LEA representative as identified in Section 2.3 (Notices) of this contract.

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b. Missing Students

The CONTRACTOR shall ensure that staff is aware of its responsibility and requirement to report to parents, and local law enforcement as appropriate, when a pupil leaves campus without permission, immediately upon confirmation that the pupil is missing, in accordance with EC 49370. The CONTRACTOR shall contact the LEA Case Manager by telephone no later than the end of the day in the event a pupil leaves campus without permission, does not return that school day, and is not located at his or her residence or in the custody of his or her parent or guardian.

c. Student Injury

The CONTRACTOR agrees to complete a written report when a pupil has suffered an injury that requires medical attention, and notify the LEA case manager within 48 hours.

In case of incident, the CONTRACTOR agrees to submit a written report to the LEA case manager by the end of the following school day, in cases of injury resulting from physical restraint or the death of a student. The CONTRACTOR agrees to reasonably participate in any communications between a pupil's parents and the LEA regarding any injuries resulting from physical restraint.

**SECTION 4: FISCAL**

4.1 BILLING AND PAYMENT

a. Invoices

The CONTRACTOR shall submit invoices monthly. The effective date of an invoice shall be the date of the receipt by the LEA. Invoices should clearly reflect rates as specified in the Master Contract, be in accordance with the Individual Services Agreements, and include all days of creditable service, beginning no earlier than the date specified in the Interim Written Approval or ISA. The CONTRACTOR shall submit said invoice for services rendered no later than thirty (30) days from the end of the attendance accounting period calendar month in which said services are actually provided and the invoice shall be submitted pursuant to Section 2.3 (Notices) of this contract. All education related mental health services will be billed by contractor in separate invoice.

b. Late Invoices

If the LEA does not receive a properly submitted invoice within thirty (30) days from the end of the attendance accounting period calendar month, the LEA may deduct 1.5% per month, calculated proportionately per day, of that total invoice, if the LEA does not agree to the request of the CONTRACTOR to an extension of time to submit the invoice.

c. Payment

The LEA shall make payment within forty-five (45) days of receipt of a properly prepared and submitted invoice and such payment shall be submitted pursuant to Section 2.3 (Notices) of this contract. This payment shall be at the rates agreed to in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and shall be in an amount equal to the number of creditable days of attendance during both the regular and extended school years, make-up sessions (including "excused" absences) per the individual services agreement for each pupil. This calculation shall include the Extended School Year if the pupil is enrolled in the Extended School Year, and any other absence for which the LEA has agreed to pay CONTRACTOR and any related services and transportation costs as specified in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and in accordance with the Individual Services Agreements. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Payment by the LEA shall refer to the invoice number or the date of the bill submitted by the CONTRACTOR.

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d. Pupil Enrolled Prior to Approval of Agreement to a Contract

Ed Code addresses situations when a contract has not yet been developed and the pupil is enrolled and receiving services from the Nonpublic School or Agency (ED 56366.9 c (1)).

“If a pupil is enrolled in a nonpublic, nonsectarian school or agency with the approval of the local educational agency prior to agreement to a contract or individual services agreement, the local educational agency shall issue a warrant, upon submission of an attendance report and claim, for an amount equal to the number of creditable days of attendance at the per diem tuition rate agreed upon prior to the enrollment of the pupil. This provision shall be allowed for 90 days during which time the contract shall be consummated.”

e. Late Payment

If the payment is not postmarked from the LEA within forty-five (45) days of the receipt of the invoice, the LEA agrees to pay an additional fee of 1.5% interest per month on amounts not paid, such interest being calculated beginning day forty-six (46) from receipt of the invoice. Interest shall be calculated in accordance with standard accounting procedures. The CONTRACTOR shall bill the LEA for the interest. Failure by the LEA to pay an appropriately submitted invoice within 90 days of receipt may be considered a breach of contract.

f. Medi-Cal Reimbursement

Documentation of LEA Medi-CAL Billable Services will be completed by the provider. All documentation of provider services shall be given to the District/SELPA for reimbursement submissions to Medi-Cal. The contractor will not submit any claims in the LBO (LEA) program and the LEA has the right to submit claims for reimbursement.

4.2 RIGHT TO WITHHOLD

The LEA has the right to withhold payment to the CONTRACTOR when the LEA has reliable evidence, described in writing to the CONTRACTOR at the time the notice of withholding is submitted that: (A) service is provided by personnel who are not appropriately credentialed/licensed; (B) records required by the LEA prior to school closure with respect to one or more LEA pupil(s) enrolled in CONTRACTOR’s educational program have not been received; (C) the CONTRACTOR confirms a pupil’s change of residence to another district but neglects to notify the LEA within 5 days; or (D) the CONTRACTOR fails to notify the LEA within 5 days after the 10<sup>th</sup> consecutive school day of a pupil’s absence. If the basis for withholding is subsections (B) (C) or (D) of this section the LEA may only withhold the proportionate amount of the bill related to that pupil. If the basis for withholding is subsection (A) of this section, the LEA may only withhold payment for services provided by that personnel.

The LEA shall notify CONTRACTOR in writing within 10 working days of receipt of an invoice of any reason why requested payment shall not be paid. (EC section 56366.5(a)). Such notice shall specify the basis for the LEA’s withholding payment and shall be made pursuant to Section 2.3 (Notices) of this contract. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Within fourteen (14) days from the date of receipt of such notice, the CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for the LEA’s withholding payment. Upon receipt of the CONTRACTOR’S written request showing good cause sent pursuant to Section 2.3 (Notices) of this Contract, the LEA shall extend the CONTRACTOR’S time to respond by an additional fourteen days. The CONTRACTOR shall submit rebilling for payment no later than thirty (30) calendar days when an invoice is returned to the CONTRACTOR with a notice of withholding. Upon verification of remediation of identified deficiencies and receipt of rebilling, the LEA shall pay the resubmitted invoice in accordance with Schools: Section 4.1, Agencies: Section 5.1 (Rate Schedule) of this contract. If CONTRACTOR does not resubmit sufficient rebilling or verify remediation of identified deficiencies within thirty (30) calendar days, that shall constitute a reason to continue to withhold payment unless and until CONTRACTOR resubmits the bill and corrects the deficiencies as noted in the original notice of withholding.

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4.3 INSPECTION AND AUDIT

a. Maintenance of Fiscal Records

The CONTRACTOR shall maintain cost data in sufficient detail to verify the annual operating budget in providing education and designated instructional services to children with disabilities and shall make that data available to the LEA upon reasonable request consistent with the provisions of this section. Fiscal records shall be maintained by the CONTRACTOR for five years and shall be available for audit consistent with the provisions of this section.

b. Maintenance of Student Records

District of residence is the custodian of the student records.

c. LEA Access to Documents Related to the Master Contract

The CONTRACTOR shall provide access to, or forward copies of, any documents or other matters relating to the contract within 20 days upon reasonable request by the LEA except as otherwise provided by law. The reason for this request for records shall be provided to the CONTRACTOR at the time it is made. The CONTRACTOR may request from the LEA an extension of time to comply with any records request, which shall not be unreasonably withheld. Such documents may include: 1) registers and roll books of teachers; 2) daily service logs and notes or other documents used to record the provision of related services; 3) absence verification records; 4) transportation records; 5) staff lists specifying credentials held, business and/or professional licenses held documents evidencing other qualifications; 6) dates of hire, and dates of termination; 7) staff time sheets; 8) non-paid volunteer sign-in sheets; 9) related services contracts; 10) school calendars; 11) bell/class schedules; 12) liability and workers' compensation insurance policies; 13) state nonpublic school certifications; 14) marketing materials; 15) statements of income and expenses; 16) general ledgers and supporting documents; 17) all budgetary information and projections submitted by the CONTRACTOR to LEA for purpose of contract negotiations.

d. Audit Exceptions

The CONTRACTOR agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions identified by appropriate LEA personnel or State or Federal audit agencies occurring as a result of the CONTRACTOR's performance of this contract. The CONTRACTOR also agrees to pay to the LEA within thirty days of demand by LEA for any financial penalties resulting from any audit exceptions to the extent they are attributable to the CONTRACTOR's failure to perform properly any of its obligations under this contract unless the LEA agrees to different terms in writing and any demand by LEA for such payment shall be made pursuant to the notice provisions of Section 2.3 of this contract. Any, and all audit exceptions must be specified in complete detail before any demand from the LEA for any amount set forth therein.

e. Reasons for Unannounced Visits

LEA and/or Special Education Local Plan Area representatives may make unannounced inspections when there is a concern regarding the health, safety, or welfare of a child, or a substantial concern regarding the implementation of the IEP.

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

**SECTION 5: SIGNATURES**

This Nonpublic Master Contract 2017-2018, including its component parts, may be signed in counterparts and the signatures may appear on separate signature pages. A copy and/or original, with all signatures attached, shall be deemed a fully executed document. A facsimile version of any party's signature shall be deemed an original. The parties hereto have executed this Contract by and through their duly authorized agents or representatives as indicated by their signatures.

This contract is effective on July 1, 2017 and terminates at 5:00 p.m. on June 30, 2018 unless sooner terminated as provided herein.

**CONTRACTOR**

Nonpublic  School  Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Kevin Willard, Vice President  
\_\_\_\_\_  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Russell Coronado, Senior SELPA Director  
\_\_\_\_\_  
(Type) Name and Title

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**LEA**

Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Arturo Sanchez Macias, Deputy Superintendent  
\_\_\_\_\_  
(Type) Name and Title

LEA Board Approval

DATE: \_\_\_\_\_

# 2017-2018 Nonpublic Master Contract

## Appendix B: Agencies



San Diego County Office of Education  
Student Services and Programs Division  
**Special Education Department**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

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**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

**NONPUBLIC MASTER CONTRACT**  
**Appendix B: Agencies**

CONTRACT YEAR 2017-2018

**SECTION 1: EDUCATIONAL PROGRAM**

1.1 ADMISSION/ENROLLMENT PROCEDURES

Prior to the CONTRACTOR deciding whether or not to enroll a pupil, the LEA shall provide the CONTRACTOR a copy of the pupil's current IEP/IFSP, and facilitate an observation of the pupil, data gathering from the current or prior education providers, and any other reasonable information gathering CONTRACTOR wishes to undertake prior to making an enrollment decision. The CONTRACTOR retains the right to decline enrollment of any pupil and nothing in this contract shall be construed to limit this right.

If a pupil is being considered for enrollment, his or her IEP/IFSP shall be reviewed in collaboration with the LEA, CONTRACTOR, parents, and other invited participants, as appropriate.

The CONTRACTOR shall notify the LEA of its decision to decline enrollment or the effective date of enrollment of the pupil in accordance with Section 9 (Notices) of this contract within 10 working days of receipt of the referral.

1.2 SUPPLIES AND EQUIPMENT

The CONTRACTOR shall be responsible for providing all standard and usual supplies and equipment required for the general program provided by CONTRACTOR. If an individual pupil's IEP/IFSP requires specialized equipment and/or supplies beyond the CONTRACTOR'S general program, the LEA shall provide them unless otherwise specified in the Individual Services Agreement. The LEA shall provide the low incidence equipment assigned to the pupil through the IEP/IFSP unless CONTRACTOR specifically agrees in the Individual Services Agreement to provide the low incidence equipment. Supplies and/or equipment purchased and/or provided by the LEA remain the property of the LEA and supplies and/or equipment purchased and/or provided by CONTRACTOR remain the property of CONTRACTOR, if not specifically reimbursed by the LEA for that specific supply or equipment. If the CONTRACTOR provides DIS and/or related services, the CONTRACTOR shall be responsible for providing usual and reasonable supplies and assessment tools necessary to implement the provision of services unless otherwise agreed in the Individual Services Agreement.

1.3 CALENDAR

The CONTRACTOR shall only provide designated instruction and services during the period of the pupil's regular or extended school year program, or both, at the location designated by the IEP, unless otherwise specified by the pupil's IEP/IFSP. The CONTRACTOR shall observe the following legal holidays including Independence Day, Veteran's Day, Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King Jr. Day, President's Day, and Memorial Day, as specified in the CONTRACTOR'S official calendar. Make-up sessions may be scheduled for other days of school vacations.

1.4 PARENT VISITS/COMMUNICATION

- a. The CONTRACTOR shall provide for reasonable parental visits to all of the agency facilities including, but not limited to, the instructional setting attended by pupils and recreational activity areas. CONTRACTOR shall notify case manager or other authorized district representative of all planned parental visits, and provide opportunity for case manager or other district representative to attend visit. The CONTRACTOR shall use its good faith efforts to provide that parental visits are in agreement with a court order, if any.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

- b. All communication between CONTRACTOR and Parent regarding programmatic decisions must include case manager or other authorized IEP team member, unless authorized by LEA representative or case manager, regarding program recommendations.

**1.5 OWNERSHIP**

All activity plans, token systems, reinforce systems or inventories, visual schedules, data, drills, progress reports, quarterly reports, behavior intervention plans, behavior support plans, behavior graphs, student assessment results, and program materials created specifically for individual pupils by CONTRACTOR under this Agreement shall be the joint property of CONTRACTOR and LEA.

**1.6 STAFF ABSENCES**

When a provider is absent, The CONTRACTOR shall provide appropriate coverage in accordance with EC section 56061. The CONTRACTOR shall provide the LEA the documentation of such coverage upon request. As appropriate, the CONTRACTOR and the LEA may make arrangements for make-up sessions, usually within 30 days, at a mutually convenient time and location if appropriate staff is not available to provide coverage for staff absences.

CONTRACTORS who provide nurses, 1:1 aides or 1:1 behavior intervention staff in accordance with an individual student's IEP/IFSP shall provide substitute coverage when the staff member is absent, unless other arrangements have been made with the LEA on a case by case basis.

**SECTION 2: ATTENDANCE**

The CONTRACTOR shall keep original records of services provided to each pupil in a register, report or record with the pupil's absences clearly indicated. The CONTRACTOR shall file the signed copies of such service logs with monthly invoices to the LEA within thirty (30) days of the close of the school month. The documents and reports identified in this section shall be provided to LEA pursuant to the provisions in Section 2.3 (Notices) of the Nonpublic Master Contract Main Document. The CONTRACTOR is responsible for verifying accuracy of the service logs and for informing subcontractors of their personal responsibility for the completion and accuracy of said forms. A unit of service for payment purposes is one session as specified in the pupil's IEP/IFSP.

If a pupil's absences exceed more than ten days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to review the placement, modify the IEP/IFSP if appropriate, or determine another appropriate placement option for the student.

If a CONTRACTOR attempts to provide services for 5 consecutive days or sessions, and the student is not available for the service, the CONTRACTOR may suspend the Individual Services Agreement and notify the district of the need to convene a meeting of the IEP/IFSP team to attempt to resolve the problem. If a pupil's absences exceed more than ten unreimbursed days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to determine another appropriate placement option for the student.

**SECTION 3: SAFETY**

**3.1 SAFE AND APPROPRIATE ENVIRONMENT**

If nonpublic agency services are not provided on a school site, the CONTRACTOR shall be responsible for providing facilities in which it provides the services agreed to in the Individual Services Agreement, unless there is written agreement to the contrary. CONTRACTOR shall comply with applicable law with respect to the structural specifications of the facilities in which it provides services. CONTRACTOR shall comply with all applicable local, county, and/or state ordinances and statutes relating to fire

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

health, sanitation and building safety. If services are provided at a school site, the CONTRACTOR shall participate in the regularly scheduled fire, earthquake, and disaster drills as appropriate.

When the IEP specifies that NPA services are to be provided in the child's home, the parent/guardian or another adult caregiver designated by the parent shall be present in the home while the services are delivered.

**SECTION 4: CONFLICT OF INTEREST**

All recommendations for service by CONTRACTOR are the decisions of the IEP team.

To the extent required by EC section 56366.3, CONTRACTOR shall not provide special education and related services, administration, or supervision by an individual who is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days, except if the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to 10 months of the school year by the district, special education local plan area, or county office. For purposes of this section the special education local plan area shall be the special education local plan area of which the LEA is a member and the county office shall refer to the San Diego County Office of Education.

In terms of determining whether an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or whether the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office, the information provided to the CONTRACTOR by the individual in his or her application for employment, resume, or other paperwork, shall be conclusive evidence on this issue for purposes of determining compliance (if required) with EC section 56366.3. No payment shall be withheld or reimbursement demanded from CONTRACTOR if the individual failed to disclose on his or her application, resume, or paperwork, submitted to the CONTRACTOR that he or she is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or misstates the reason for separation. However, if the LEA subsequently provides CONTRACTOR written notice (pursuant to Section 9 of this contract) that an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days (and was not involuntarily terminated or laid off as part of necessary staff reductions) the CONTRACTOR shall have five school days from receipt of the written notice to investigate the matter and to determine the accurate facts and whether the individual should be terminated. The CONTRACTOR shall not be subject to any payment withholding or reimbursement demands ("penalties") for the time period prior to receiving the written notice or for the five school days after such written notice is received.

The CONTRACTOR shall be subject to penalties required by EC section 56366.3, commencing the sixth school day after such notice is provided only if both of the following conditions occur: 1) if it is determined that the individual was an employee of a contracting district, special education local plan area, or county office within the last 365 days and was not involuntarily terminated or laid off as part of necessary staff reductions and 2) if the individual was not terminated prior to the sixth school day after receiving written notice from the LEA, special education local plan, or county office, or did not otherwise stop providing special education and related services, administration or supervision on behalf of CONTRACTOR. If the CONTRACTOR is subject to penalties, the time period for which penalties may be assessed, if required by EC section 56366.3, shall not be retroactive but shall only commence on the sixth school day after the CONTRACTOR received written notice from the LEA as specified in this paragraph. The penalty, if imposed, shall only apply to the salary of the person who was previously employed by an LEA within the last 365 days.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**SECTION 5: FINANCIAL**

5.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: Pioneer Healthcare Services, LLC

The CONTRACTOR NUMBER: 1A-37-152

Education service(s) offered by the CONTRACTOR, and the charges for such service(s) during the term of this contract, shall be as follows:

| <u>RELATED SERVICES</u>   | <u>RATE</u>  | <u>PERIOD</u> |
|---|--------------|---------------|
| <u>Intensive Individual Services (340)</u>                            | _____        | _____         |
| <u>Individual and Small Group Instruction (Ages 3-5 only) (350)</u>   | _____        | _____         |
| <u>Language and Speech (415)</u>                                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - SLP-A (Credentialed)</u>               | _____        | _____         |
| <u>Language and Speech (415) – Speech Therapy Assistant</u>           | _____        | _____         |
| <u>Language and Speech (415) – Bilingual SLP</u>                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - Assessment</u>                         | _____        | _____         |
| <u>Adapted Physical Education (425)</u>                               | _____        | _____         |
| <u>Adapted Physical Education Assessment (425)</u>                    | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care LVN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care RN (435)</u>  | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care CRN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Other Services LVN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services RN (436)</u>                    | _____        | _____         |
| <u>Health and Nursing: Other Services CRN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services Health Aide/CNA (436)</u>       | _____        | _____         |
| <u>Assistive Technology Services – Credentialed (445)</u>             | _____        | _____         |
| <u>Assistive Technology Services - Classified (445)</u>               | _____        | _____         |
| <u>Assistive Technology Services Assessment (445)</u>                 | _____        | _____         |
| <u>Occupational Therapy (450)</u>                                     | _____        | _____         |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

|   |       |       |
|---|-------|-------|
| <u>Occupational Therapy (450) – Certified OT Assistant</u>              | _____ | _____ |
| <u>Occupational Therapy (460) - Assessment</u>                          | _____ | _____ |
| <u>Physical Therapy (460)</u>   | _____ | _____ |
| <u>Physical Therapy PT Assistant (460)</u>                              | _____ | _____ |
| <u>Physical Therapy Assessment (460)</u>                                | _____ | _____ |
| <u>Individual Counseling (510)</u>                                      | _____ | _____ |
| <u>Counseling and Guidance (515)</u>                                    | _____ | _____ |
| <u>Parent Counseling (520)</u>  | _____ | _____ |
| <u>Social Work Services (525)</u>                                       | _____ | _____ |
| <u>Psychological Services (530)</u>                                     | _____ | _____ |
| <u>Psychological Services Assessment (530)</u>                          | _____ | _____ |
| <u>Behavior Intervention Services (535)</u>                             | _____ | _____ |
| <u>Behavior Intervention Services (535) - Supervision</u>               | _____ | _____ |
| <u>Behavior Intervention Services (535) – Other Provider/Beh.Tech</u>   | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities (610)</u>        | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities Assess (610)</u> | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing (710)</u>                       | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing Assessment (710)</u>            | _____ | _____ |
| <u>Interpreter Services (715)</u>                                       | _____ | _____ |
| <u>Interpreter Services Shift Differential (715)</u>                    | _____ | _____ |
| <u>Audiological Services (720)</u>                                      | _____ | _____ |
| <u>Audiological Services Assessment (720)</u>                           | _____ | _____ |
| <u>Specialized Vision Services (725)</u>                                | _____ | _____ |
| <u>Specialized Vision Services Assessment (725)</u>                     | _____ | _____ |
| <u>Orientation and Mobility (730)</u>                                   | _____ | _____ |
| <u>Orientation and Mobility Assessment (730)</u>                        | _____ | _____ |
| <u>Braille Transcription (735)</u>                                      | _____ | _____ |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

|   |  |  |
|---|--|--|
| Specialized Orthopedic Services (740)                       |  |  |
| Specialized Orthopedic Services Assessment (740)            |  |  |
| Reader Services (745)                                       |  |  |
| Note Taking Services (750)                                  |  |  |
| Transcription Services (755)                                |  |  |
| Recreation Services, Including Therapeutic (760)            |  |  |
| College Awareness Preparation (820)                         |  |  |
| Vocational Assessment, Counseling/Guidance Assessment (830) |  |  |
| Career Awareness (840)                                      |  |  |
| Work Experience Education (850)                             |  |  |
| Job Coaching (855)  |  |  |
| Mentoring (860)   |  |  |
| Agency Linkages (referral and placement) (865)              |  |  |
| Travel Training (870)                                       |  |  |
| Other Transition Services (890)                             |  |  |
| Other (900) Music Therapy                                   |  |  |
| Other (900) Vision Therapy                                  |  |  |
| Transportation – Emergency                                  |  |  |
| Bus Passes  |  |  |
| Professional Development                                    |  |  |

NOTES: \_\_\_\_\_

\*Parent transportation reimbursement rates to be set forth in Individual Services Agreements.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**SECTION 6: APPROVALS**

**CONTRACTOR**  
Nonpublic Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Kevin Willard, Vice President  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Russell Coronado, Senior SELPA Director  
(Type) Name and Title

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**LEA**  
Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Arturo Sanchez Macias, Deputy Superintendent  
(Type) Name and Title

LEA Board Approval

DATE: \_\_\_\_\_

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**INTERIM WRITTEN APPROVAL**

**For Provision of Special Education/Related Services and Payment**

Pursuant to Section 1.1 of the Master Contract (Main Document),  
the Local Education Agency (LEA) San Ysidro School District  
provides to the CONTRACTOR Pioneer Health Care Services  
interim written approval for CONTRACTOR to provide the agreed upon Special Education and/or Related Services  
identified in the most recent IEP/IFSP of all students with speech services,  
(Student Name)  
at the rates set forth in Schools: Section 4.1 of the Master Contract for the 2017 - 2018 Contract Year.  
Anticipated Student Start Date: August 17, 2017.

This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date at the nonpublic school or nonpublic agency. If an Individual Services Agreement and/or Master Contract is not completed and executed by the LEA and the CONTRACTOR within this 90 day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

This interim written approval does not require the CONTRACTOR to provide services for 90 days, or for any maximum period of time. The parties have already agreed, or may agree, to hold an IEP meeting within 30 days of the student's first day of attendance.

Agreed to by the District Representative of the Special Education Unit of the LEA:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

Agreed to by the CONTRACTOR:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Kevin Willard, Vice President  
Name/Title

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC AGENCY SERVICES**  
(Education Code Sections 56365 et seq.)

This agreement is effective on \_\_\_\_\_ or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 201\_\_\_\_\_, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency \_\_\_\_\_ Nonpublic Agency \_\_\_\_\_

LEA Case Manager: Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Pupil Name \_\_\_\_\_ Sex:  M  F Grade: \_\_\_\_\_  
(Last) (First) (M.I.)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

DOB \_\_\_\_\_ Residential Setting:  Home  Foster  LCI # \_\_\_\_\_  OTHER \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Phone ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
(Residence) (Business)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_  
(If different from student)

**AGREEMENT TERMS:**

**A. DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Intensive Individual Services (340)                              |          |     |               |  |                  |                            |  |
| Individual and Small Group Instruction (Ages 3-5 only) (350)     |          |     |               |  |                  |                            |  |
| Language and Speech (415)  |          |     |               |  |                  |                            |  |
| Language and Speech – SLP-A (Credentialed) (415)                 |          |     |               |  |                  |                            |  |
| Language and Speech – Speech Therapy Assistant (415)             |          |     |               |  |                  |                            |  |
| Language and Speech – Bilingual SLP (415)                        |          |     |               |  |                  |                            |  |
| Language and Speech – Assessment (415)                           |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. (425)                                       |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. - Assessment (425)                          |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - LVN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - RN (435)  |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - CRN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - LVN (436)                   |          |     |               |  |                  |                            |  |

**12B.13**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Health and Nursing Services: Other - RN (436)                          |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - CRN (436)                         |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - Health Aide/CNA (436)             |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Credentialed (445)                     |          |     |               |  |                  |                            |  |
| Assistive Technology Services – Classified (445)                       |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Assessment (445)                       |          |     |               |  |                  |                            |  |
| Occupational Therapy (450)   |          |     |               |  |                  |                            |  |
| Occupational Therapy – Certified OT Assistant (450)                    |          |     |               |  |                  |                            |  |
| Occupational Therapy – Assessment (450)                                |          |     |               |  |                  |                            |  |
| Physical Therapy (460)   |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assistant (460)                                  |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assessment (460)                                 |          |     |               |  |                  |                            |  |
| Individual Counseling (510)  |          |     |               |  |                  |                            |  |
| Counseling and Guidance (515)  |          |     |               |  |                  |                            |  |
| Parent Counseling (520)  |          |     |               |  |                  |                            |  |
| Social Work Services (525)   |          |     |               |  |                  |                            |  |
| Psychological Services (530)   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services (535)                                   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services - Supervision (535)                     |          |     |               |  |                  |                            |  |
| Behavior Intervention Services – Other Provider (535)                  |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities (610)              |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities – Assessment (610) |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services (710)                    |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services – Assessment (710)       |          |     |               |  |                  |                            |  |

**12B.13**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE   | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---|----------|-----|---------------|--|------------------|----------------------------|--|
|   | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Interpreter Services (715)  |          |     |               |  |                  |                            |  |
| Interpreter Services – Shift Differential (715)                         |          |     |               |  |                  |                            |  |
| Audiological Services (720)   |          |     |               |  |                  |                            |  |
| Audiological Services Assessment (720)                                  |          |     |               |  |                  |                            |  |
| Specialized Vision Services (725)                                       |          |     |               |  |                  |                            |  |
| Specialized Vision Services Assessment (725)                            |          |     |               |  |                  |                            |  |
| Orientation and Mobility (730)  |          |     |               |  |                  |                            |  |
| Orientation and Mobility Assessment (730)                               |          |     |               |  |                  |                            |  |
| Braille Transcription (735)   |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service (740)                                    |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service Assessment (740)                         |          |     |               |  |                  |                            |  |
| Reader Services (745)   |          |     |               |  |                  |                            |  |
| Note Taking Services (750)  |          |     |               |  |                  |                            |  |
| Transcription Services (755)  |          |     |               |  |                  |                            |  |
| Recreation Services, Including Therapeutic (760)                        |          |     |               |  |                  |                            |  |
| College Awareness Preparation (820)                                     |          |     |               |  |                  |                            |  |
| Vocational Assessment, Counseling, Guidance and Career Assessment (830) |          |     |               |  |                  |                            |  |
| Career Awareness (840)  |          |     |               |  |                  |                            |  |
| Work Experience Education (850)   |          |     |               |  |                  |                            |  |
| Job Coaching (855)  |          |     |               |  |                  |                            |  |
| Mentoring (860)   |          |     |               |  |                  |                            |  |
| Agency Linkages (referral and placement) (865)                          |          |     |               |  |                  |                            |  |

**12B.13**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE                         | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---------------------------------|----------|-----|---------------|--|------------------|----------------------------|--|
|                                 | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Travel Training (870)           |          |     |               |  |                  |                            |  |
| Other Transition Services (890) |          |     |               |  |                  |                            |  |
| Other (900) Music Therapy       |          |     |               |  |                  |                            |  |
| Other (900) Vision Therapy      |          |     |               |  |                  |                            |  |
| Transportation-Emergency        |          |     |               |  |                  |                            |  |
| Bus Passes                      |          |     |               |  |                  |                            |  |
| Professional Development        |          |     |               |  |                  |                            |  |

ESTIMATED MAXIMUM RELATED SERVICES COST (A)\$ \_\_\_\_\_

1. Other Provisions/Attachments:

\_\_\_\_\_

\_\_\_\_\_

MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON \_\_\_\_\_

INDIVIDUAL SERVICES AGREEMENT APPROVED BY CASE MANAGER:

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-DISTRICT-

\_\_\_\_\_  
 (Name of Nonpublic Agency)

\_\_\_\_\_  
 (Name of School District)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

\_\_\_\_\_  
 (Name and Title)

\_\_\_\_\_  
 (Name of Superintendent or Authorized Designee)

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Special Education  
Janette Ridgels, Interim Director

**AGENDA ITEM:** SAN DIEGO COUNTY NON-PUBLIC MASTER CONTRACT WITH  
CAROLYN KARINEN, CCP-SLP FOR 2017-2018 SCHOOL YEAR

**BACKGROUND INFORMATION:**

Children who are identified as having language-processing disorder may benefit from language therapy. Therapy can be provided to help improve children who have word finding difficulty, language processing disorder or delay, phonological awareness deficits, verbal problem solving weaknesses, listening comprehension difficulty and such.

Carolyn Karinen, CCP-SLP, a non-public agency, will be providing speech services for more than 60 students who receive special education services per their Individualized Education Programs (IEPs) for the 2017-2018 school year in order to meet federal regulations and compliance. The Speech and Language Pathologist (SLP) will conduct initial and triennial evaluations, provide support to the general education staff and students as part of response to intervention, and consult with special education staff with regard to communication development strategies.

The cost implications are \$75.00/hour x 40 hours/week x 108 days = \$108,000.00

**RECOMMENDATION:**

Approve the San Diego County Nonpublic Master Contract with Carolyn Karinen, CCP-SLP for school year 2017-2018 at an estimated cost of \$108,000.00 from the Special Education funds.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed:   JSM  

Financial Implications?

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

Requisition # from PeopleSoft:

Yes     No

Yes     No

\$108,000.00  
(Amount)

Special Education  
(Name of funding source and/or location)

0100-6500000-5770-1190-5800010-054  
(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

# 2017-2018 San Diego County Nonpublic Master Contract

2017-2018

*Directions:*

- Main document **must** be completed for every Nonpublic School/Agency or Room & Board Contract.
- Complete and attach Appendices A: School, B: Agency, C: Room & Board as appropriate.



San Diego County Office of Education  
Student Services and Programs Division  
Special Education Department

San Diego County Nonpublic Master Contract  
Main Document

2017-2018

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APPENDIX A: SCHOOLS

APPENDIX B: AGENCIES

APPENDIX C: ROOM AND BOARD

*Directions:*

- Main document **must** be completed for every Nonpublic School/Agency or Room & Board Contract
- Complete and attach Appendices A: School, B: Agency, C: Room & Board as appropriate.

# 2017-2018 Nonpublic Master Contract Main Document



San Diego County Office of Education  
Student Services and Programs Division  
Special Education Department

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

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*2017-2018*

**NONPUBLIC  
MASTER CONTRACT**

**CONTRACT YEAR** 2017-2018

This Master Contract is made and entered into

this 1<sup>st</sup> day of July, 2017 between the

San Ysidro School District, County of San Diego,  
(Local Education Agency)

hereinafter sometimes referred to as the "LEA," and

Carolyn Karinen, CCC-SLP  
(Nonpublic,)

hereinafter referred to as "CONTRACTOR."

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

**SECTION 1: AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**

**1.1 MASTER CONTRACT**

For the purpose of providing special education and related services to individuals with exceptional needs under the authorization of Education Code sections 56157, 56361, and 56365-56366.5 the Master Contract consists of (the Main Document and Master Contract Appendices A (Schools), B (Agencies), C (Room & Board)). The general term "Master Contract" refers to the Master Contract /Main Document/ and Master Contract /Appendices A (Schools), B (Agencies), and C (Room and Board) given to the CONTRACTOR by a representative of the LEA's Special Education Unit on terms acceptable to the LEA and CONTRACTOR.<sup>1</sup> It is also understood that this contract does not commit the CONTRACTOR to provide special education and related services to any individual unless and until an Individual Services Agreement is executed between the LEA and the CONTRACTOR on behalf of such individual or interim written approval is given to the CONTRACTOR by an authorized representative of the LEA's Special Education Unit. This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date, during which time the contract and/or Individual Services Agreement shall be completed and executed by the LEA and CONTRACTOR. If an Individual Services Agreement is not completed and executed by the LEA and the CONTRACTOR within this ninety-day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

**1.2 SUPERSEDES PRIOR CONTRACTS**

This Master Contract includes the Main Document, Appendix A (Schools), Appendix B (Agencies), Appendix C (Room and Board), to the extent that they are applicable, and each ISA, all of which are incorporated herein by this reference and any exhibits or attachments hereto constitute the entire agreement between the parties to this contract and supersedes any prior contract, understanding, or agreement with respect to the terms set forth in this contract.

**1.3 MODIFICATIONS AND AMENDMENTS**

The LEA and CONTRACTOR agree that any amendments to the contract must be in writing and approved by the LEA's Governing Board and the Board of Directors/Trustees or authorized representative of CONTRACTOR. Prior to executing a written amendment to the contract, the LEA shall obtain approval from the San Diego County SELPA Directors and the County Director of Special Education. In implementing this Master Contract, any specific terms related to an individual pupil shall be reflected in the Individual Services Agreement.

**1.4 INDIVIDUAL SERVICES AGREEMENT**

The LEA and CONTRACTOR shall enter into an Individual Services Agreement for each pupil who is to receive special education and/or related services provided by the CONTRACTOR. The LEA is responsible for completing each pupil's Individual Services Agreement, which shall identify the provider of each service required by the pupil's Individualized Education Program (IEP) or Individualized Family Service Plan (IFSP) (CCR 3062(e)). Individual Services Agreements shall only be issued for those pupils enrolled with the approval of the LEA. Changes in any LEA pupil's educational program, including instruction, services, or instructional setting provided under this contract, may only be made on the basis of revisions to the pupil's IEP or IFSP. At any time during the term of this contract, the parent, the CONTRACTOR or LEA may request a review of the pupil's IEP/IFSP, subject to all procedural safeguards required by law, including notice given to and participation by the CONTRACTOR in the IEP Team meeting. In the event that the CONTRACTOR recommends that the pupil requires either a lesser or more restrictive placement than the CONTRACTOR can provide, the CONTRACTOR will notify the LEA immediately. The LEA shall expedite the review and/or the resulting change in placement, and shall modify the Individual Services Agreement as appropriate if there is a change in the instructional and/or other services provided.

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<sup>1</sup> Please see Appendix B for Agencies for exceptions to NPA Hired as Full Time Equivalent.

**San Diego County Nonpublic Master Contract  
Main Document**

**2017-2018**

**1.5 NONPUBLIC CERTIFICATION OR WAIVER**

A current copy of the CONTRACTOR'S California Department of Education Nonpublic Certification or waiver of such certification issued by CDE pursuant to EC 56366.2 is attached hereto. This Master Contract shall be null and void if such certification is expired, revoked, rescinded, or otherwise nullified during the effective period of this contract.

**1.6 TERM OF MASTER CONTRACT**

Neither the CONTRACTOR nor the LEA is required to renew this contract in subsequent contract years. In the event that a pupil is enrolled with the CONTRACTOR during the term of this contract and said pupil continues to receive special education and/or related services by the CONTRACTOR as approved by the LEA in accordance with the pupil's IEP/IFSP and either (a) a new contract has not been fully executed or (b) the CONTRACTOR or the LEA chooses not to renew this contract, the terms of this contract and associated Individual Service Agreements shall apply to any and all special education and/or related services provided by CONTRACTOR and payment for those services by the LEA.

Upon agreement of both parties to this Master Contract, its provisions shall be retroactive to the beginning of this contract year (July 1<sup>st</sup>), to cover services provided by the CONTRACTOR to LEA students, unless otherwise mutually agreed upon by both parties.

The term of this Master Contract shall be from July 1, 20 17 to June 30, 20 18.

Any subsequent Master Contract is to be renegotiated prior to June 30 of each year.

This Master Contract has no force or effect until approved or ratified by the LEA's Governing Board.

**1.7 COMPLIANCE WITH APPLICABLE FEDERAL AND STATE LAWS**

During the term of this contract, the CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations relating to the required special education and designated instruction and services and facilities for individuals with exceptional needs, including those not expressly documented in this Master Contract.

a. Nondiscrimination

The CONTRACTOR and the LEA shall not discriminate on the basis of race, religion, sex, national origin, age, sexual orientation disability or any other classification protected by federal or state laws in employment or operation of its programs.

b. Sexual Harassment Policy

The CONTRACTOR shall have a written policy on sexual harassment in accordance with state and federal regulations and guidelines.

c. Corporal Punishment Prohibitions

(l) No public education agency, or nonpublic school or agency serving individuals pursuant to Education Code Section 56365 et seq., may authorize, order, consent to, or pay for any of the following interventions, or any other interventions similar to or like the following:

- (1) Any intervention that is designed to, or likely to, cause physical pain;
- (2) Releasing noxious, toxic or otherwise unpleasant sprays, mists, or substances in proximity to the individual's face;
- (3) Any intervention which denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;
- (4) Any intervention which is designed to subject, used to subject, or likely to subject the individual to verbal abuse, ridicule or humiliation, or which can be expected to cause excessive emotional trauma;
- (5) Restrictive interventions which employ a device or material or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by

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- trained personnel as a limited emergency intervention pursuant to subsection (i) of Ed Code Section 56521.2 (a) (5)  
(6) Locked seclusion, except pursuant to subsection (i)(4)(A) of Ed Code Section 56521.2 (a) (6)  
(7) Any intervention that precludes adequate supervision of the individual; and  
(8) Any intervention which deprives the individual of one or more of his or her senses.

d. Student Discipline

Contractor shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations, such that students who exhibit serious behavioral challenges receive timely and appropriate assessments and positive supports and interventions in accordance with the federal Individuals with Disabilities Education Act and its implementing regulations.

When a CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA and a manifestation IEP team meeting shall be scheduled by the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavioral plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10<sup>th</sup>) day of suspension.

e. Behavioral Emergency Reports (Ed. 56521.1(a))

- (1) Anytime an emergency intervention is used pursuant to Ed Code Section 56521.1(a) subsection (i), CONTRACTOR must notify LEA and IEP team immediately and document emergency intervention in a "Behavioral Emergency Report" as defined by 56521.1(e).  
(2) Whenever a "Behavioral Emergency Report" is written regarding an individual who does not have a behavioral intervention plan, the designated responsible administrator shall, within two days, schedule an IEP team meeting to review the emergency report, to determine the necessity for a functional behavioral assessment, and to determine the necessity for an interim behavioral intervention plan.  
(3) Anytime a "Behavioral Emergency Report" is written regarding an individual who has a behavioral intervention plan, any incident involving a previously unseen serious behavior problem or where a previously designed intervention is not effective should be referred to the IEP team to review and determine if the incident constitutes a need to modify the plan.  
(4) "Behavioral Emergency Report" data shall be collected by CONTRACTOR and be submitted to LEA.  
(5) A summary of Behavioral Emergency Reports shall be submitted at least monthly to the LEA and the Director of the Special Education Local Plan Area of which the LEA is a member.

1.8 DEFINITIONS

"DAYS": For the purpose of the contract, "days" refers to calendar days unless otherwise specified.

"PARENT": For the purpose of the contract, a parent (34CFR 300.3Da) is the natural parent, adoptive parent, or legal guardian or any other adult granted educational decision-making rights by the natural or adoptive parent or a court of competent jurisdiction. A trained, certified surrogate parent, identified by the LEA, may act on behalf of the pupil if no parent, guardian or person acting as a parent can be located. The LEA shall be responsible for providing a translator for the parent if needed.

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**SECTION 2: ADMINISTRATION OF CONTRACT**

**2.1 NOTICES**

Notices provided for by this contract shall be in writing, be delivered to the individual identified below in this section, and shall be delivered by certified, registered, or return receipt requested mail, postage prepaid, or by facsimile transmission, unless a specific section of this contract requires or allows notice or contact to be made in a different manner or to a different individual. The effective date of an invoice shall be the date of its receipt by the LEA. The effective date of all other notices shall be the date of the postmark or of the facsimile transmittal date identified in the document. In the event there is a change in the individual to be notified, the CONTRACTOR or the LEA shall provide written notice of the change and, after such notice is provided, all future notices shall be addressed to that individual. Notice may be provided under this section pursuant to regular United States mail if the LEA and CONTRACTOR agree in writing to notice by regular United States mail. If the LEA or CONTRACTOR does not identify an individual to be notified in this section, the person to be notified under this section shall be the LEA or CONTRACTOR representative that executes this contract.

Notices mailed to the LEA shall be addressed to:

J. Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

San Ysidro School District  
Local Education Agency

4350 Otay Mesa Rd  
Address

|                   |           |              |
|-------------------|-----------|--------------|
| <u>San Ysidro</u> | <u>CA</u> | <u>92173</u> |
| City              | State     | Zip          |

( 619 ) 428-4476  
Phone

( 619 ) 428-6473  
Facsimile

arturo.macias@sysd.k12.ca.us  
Email Address

Notices to the CONTRACTOR shall be addressed to:

Carolyn Karinen, CCC-SLP  
Name/Title

Carolyn Karinen, CCC-SLP  
Nonpublic School

4319 Allen School Lane  
Address

|               |           |              |
|---------------|-----------|--------------|
| <u>Bonita</u> | <u>CA</u> | <u>91902</u> |
| City          | State     | Zip          |

( 619 ) 322-4330  
Phone

( )  
Facsimile

carolyn.karinen@sysd.k12.ca.us  
Email Address

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**2.2 INDEPENDENT CONTRACTOR STATUS**

This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

**2.3 SUBCONTRACT AND ASSIGNMENT**

The CONTRACTOR shall not enter into an initial subcontract with any noncertified Nonpublic Agency (NPA) or provider, for any of the instructional or related services contemplated under this contract without first obtaining written approval by a representative of the San Diego County Office of Education (i.e. County Director of Special Education or a SELPA Director). Such approval shall not be unreasonably withheld. The LEA and CONTRACTOR shall maintain a copy of the written approval.

**2.4 INDEMNIFICATION**

The CONTRACTOR hereby indemnifies, defends, and holds harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the CONTRACTOR, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The LEA hereby indemnifies, defends, and holds harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the LEA, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The CONTRACTOR shall have no obligation to indemnify, defend, or hold harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the LEA's sole negligence or willful misconduct; and the LEA shall have no obligation to indemnify, defend, or hold harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives for the CONTRACTOR'S sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract or final payment hereunder, and is in addition to any other rights or remedies that the CONTRACTOR or LEA may have under the law or this contract.

**2.5 INSURANCE**

During the entire term of this contract and any extension or modification thereof, the CONTRACTOR shall keep in effect a policy or policies of general liability insurance, including contractual liability coverage, professional liability, and auto liability coverage of owned and non-owned vehicles used by CONTRACTOR in relation to the performance of service(s) under this Master Contract, with minimum limits of one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in aggregate. Such insurance shall name LEA as an additional insured, and an endorsement evidencing such coverage shall be provided within 90 days, only as to matters arising out of this Master Contract for which CONTRACTOR has an obligation to indemnify the LEA, under the Indemnification clause, Section 2.6, of this Master Contract.

Not later than the effective date of this contract, the CONTRACTOR shall provide the LEA with satisfactory evidence of insurance. The insurance maintained by CONTRACTOR shall include a provision for the insurance provider to send written notice of cancellation or modification to the CONTRACTOR at least 30 calendar days before cancellation or adverse material change, or 10 days for nonpayment of premium. Such CONTRACTOR'S insurance may contain the same notice requirement for the LEA. If the insurance provider is only required to send such notice to the CONTRACTOR (but not the LEA) CONTRACTOR shall provide the LEA written notice of cancellation or adverse material modification within one business day after receiving such notice from the insurer. Such notice shall be provided pursuant to Section 2.3 (Notices) of this contract. The CONTRACTOR shall at its own cost and expense procure and maintain insurance under the applicable state's Workers' Compensation laws. Failure to maintain the above mentioned insurance coverage shall be cause for termination of this contract.

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Main Document**

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LEA warrants that it is self-insured in compliance with the laws of the State of California, that the self insurance covers persons acting on its behalf or under its control, that its self insurance covers LEA's indemnification obligations to CONTRACTOR under this contract, and that LEA agrees to provide coverage to CONTRACTOR pursuant to this self insurance in the event the indemnification obligations of Section 2.6 of this contract are triggered. The LEA further warrants that it shall notify the CONTRACTOR pursuant to Section 2.3 (Notices) of this contract, of any material insurance coverage changes at least thirty days prior to the change.

CONTRACTOR agrees that any subcontractor with which it contracts to provide services pursuant to any Individual Services Agreement, shall submit written proof of insurance in a minimum amount of \$1,000,000 per occurrence, including general, liability, auto liability (if applicable), and professional liability (if applicable). Such insurance shall be maintained by any subcontractor for the scope of duties performed and duration of time it provides services to LEA pupils. Proof of insurance shall be provided to the LEA prior to the beginning of transportation services by a subcontractor, and upon renewal of coverage thereafter. Transportation subcontractors shall submit copies of insurance policies upon request of the LEA; otherwise, certificates of insurance may be acceptable proof, provided that the information thereon is adequate and verifiable. Subcontractors shall be required to provide to the CONTRACTOR written notice of cancellation of insurance or adverse material change in such insurance at least 30 days prior to cancellation or adverse material change or within one business day after receiving such notice, whichever is earlier.

**2.6 TRANSPORTATION**

Transportation costs are the responsibility of the LEA unless otherwise agreed to in writing. The CONTRACTOR shall provide each pupil whom the CONTRACTOR transports with adequate supervision during transports and with instruction in school bus emergency procedures and passenger safety, as appropriate to the pupil's needs. The CONTRACTOR shall have in place a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils.

In the event the CONTRACTOR transports students due to health, behavior, or other emergencies, or as otherwise agreed to between the CONTRACTOR and the LEA, the LEA shall reimburse CONTRACTOR at the rate specified in this Master Contract (Rate Schedule - Schools: Section 4.1, Agencies: Section 5.1).

**2.7 WAIVERS**

The LEA and/or CONTRACTOR may independently or jointly submit waivers of applicable state laws and regulations.

**2.8 SUCCESSORS IN INTEREST**

This contract binds the CONTRACTOR's successors and assignees. CONTRACTOR shall not assign this Master Contract without the written consent of LEA, and any attempt by Contractor to effect such an assignment without the written consent of LEA shall make this Master Contract terminable at the option of the LEA.

**2.9 SEVERABILITY**

If any provision or portion of a provision of this contract is held in whole or in part to be unenforceable for any reason, the remainder of the provision and of the entire contract shall be severable and shall remain in effect.

**2.10 CONFLICTS OF INTEREST**

a. The CONTRACTOR agrees to furnish to the LEA a copy of its current bylaws and a current list of its Governing Board of Directors (or Trustees), if it is incorporated. LEA has the right to request a current list of the Board of Directors or Trustees at any time during the term of the Master Contract.

b. CONTRACTOR and members of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest including, but not limited to, employment with LEA, provisions of private party assessments and/or reports, and attendance at the IEP team meetings and/or due process proceedings.

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c. Anytime the CONTRACTOR is contracted to conduct a formal Independent Educational Evaluation (IEE), and the IEP team determines that services are necessary as a result of that IEE the LEA shall be obligated to select a service provider who is not the CONTRACTOR. Unless, a service provider who is not the CONTRACTOR is unavailable or unable to provide that service.

**2.11 INABILITY TO MEET CONTRACT REQUIREMENTS**

The CONTRACTOR shall notify the LEA in writing when the CONTRACTOR is unable to meet the requirements of this contract. The LEA shall notify CONTRACTOR in writing when the LEA is unable to meet the requirements of this contract.

**2.12 DISPUTE RESOLUTION**

Disagreements concerning the meaning, requirements or performance of this contract shall first be brought to the attention of the other party in writing, pursuant to the notice provisions (Section 2.3) of this contract, in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements may be resolved either 1) as voluntarily agreed to by the parties, 2) by equitable remedies, or 3) by other legal means.

**2.13 DUE PROCESS AND COMPLAINT PROCEDURES**

CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations related to Due Process and the rights of students and parents.

CONTRACTOR agrees to maintain policies and procedures as follows: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act (HIPAA).

**2.14 VENUE AND GOVERNING LAW**

This contract, and conditions of this contract, shall be governed by the laws of the State of California with venue in San Diego County, California.

**2.15 RIGHT TO REPORT MASTER CONTRACT VIOLATIONS**

The CONTRACTOR acknowledges and understands that the LEA may report to the CDE any violations of the provisions of this contract; and that may result in the suspension of the CDE nonpublic school certification pursuant to California EC section 56366.4(a).

**2.16 TERMINATION OF MASTER CONTRACT AND/OR INDIVIDUAL SERVICES AGREEMENT**

a. **Master Contract**

Either the LEA or the CONTRACTOR may terminate this Master Contract for cause as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 of this contract, or immediately if the CONTRACTOR and LEA mutually agree that there are significant health or safety concerns. Cause shall include but not be limited to non maintenance of current nonpublic school certification, failure of either the LEA or the CONTRACTOR to maintain the standards required under the Master Contract and/or Individual Services Agreement, or material breach of the contract by CONTRACTOR or LEA. To terminate the contract either party shall give a minimum of 20 days written notice pursuant to the provisions of Section 2.3 (Notices) of this contract. Upon termination, the LEA shall pay within 45 days, without duplication, for all services performed and expenses incurred to date of termination according to the provisions set forth in Schools Document Section 4.1, Agencies Document Section 5.1 (Rate Schedule) and Main Document Section 4.1 (Billing and Payment) of this contract. CONTRACTOR shall provide to the LEA the IEP/IFSP and all related documents in its possession or under its control pertaining to its services.

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for all pupils of the LEA who were receiving services from the CONTRACTOR in accordance with applicable state and federal laws regarding student records.

b. Individual Services Agreement

The Individual Services Agreement may be terminated or suspended by the LEA or the CONTRACTOR for cause, as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 (Notices) of this contract, or immediately if the CONTRACTOR and the LEA mutually agree that there are significant health or safety concerns.

Individual Services Agreements are null and void upon termination of the Master Contract.

The LEA shall not terminate Individual Services Agreements because of the availability of a public class initiated during the course of the contract unless the parent agrees to the transfer of a pupil to a public school program, which agreement must only be given in a duly called and held IEP/IFSP meeting at which the CONTRACTOR is present.

2.17 INDIVIDUALIZED EDUCATION PROGRAM (IEP) / INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP)

When a pupil is accepted for enrollment in a nonpublic school, the CONTRACTOR shall provide the pupil a program of educational instruction and services within the nonpublic school, which is consistent with his or her IEP/IFSP as specified in each pupil's Individual Services Agreement.

The CONTRACTOR shall implement those responsibilities delegated to CONTRACTOR in the plan for transition services (per EC section 56445 and EC section 56462) as stated by the IEP/IFSP.

The CONTRACTOR shall provide an appropriate adult to pupil ratio for pupils with exceptional needs between three and five years of age, in accordance with EC 56441.5.

The LEA shall invite the CONTRACTOR and the CONTRACTOR shall participate in all IEP/IFSP meetings, including those related to placement and those called by the parent in accordance with EC section 56343.5, so long as the pupil is to be served by the CONTRACTOR pursuant to an Individual Services Agreement. The child's present teacher shall participate in the IEP meeting in accordance with EC 56341(b)(3). Every effort shall be made to schedule the meeting at a time and place that is mutually convenient to parents, CONTRACTOR's staff, and LEA's staff.

The local educational agency shall oversee and evaluate the pupil's placement in the NPS through the IEP process. The IEP team shall evaluate whether the pupil is making appropriate educational progress through a review of the student's progress toward IEP goals and, as appropriate, a review of the pupil's scores on state assessments. If the NPS staff or LEA will be making recommendation(s) for significant changes to the student's program, placement or services, the LEA Case Manager and representative of the NPS shall discuss the recommendation(s) prior to the IEP meeting. The IEP team will consider whether or not the needs of the pupil continue to be best met at the nonpublic school, whether changes to the pupil's IEP are necessary, and whether the pupil may be transitioned to a public school setting (EC 56366(a)(2)(B), EC 56343(d), EC 56043(h)). Partial day attendance at the NPS may be appropriate to support transition to a public school program.

2.18 FREE APPROPRIATE PUBLIC EDUCATION

No charge of any kind to parents shall be made by the CONTRACTOR for educational activities and related services specified on the pupil's IEP/IFSP, including screening or interviews which occur prior to or as a condition of a pupil's enrollment under the terms of the contract, except as specified in writing in a due process procedure that is signed by all relevant parties and attached to the relevant pupil's Individual Services Agreement, or for voluntary extracurricular activities conducted subsequent to written notification to parents as to the cost and the voluntary and extracurricular nature of the activity. Unless the activity (for example, field trips) takes place during a school vacation or holiday, pupils not participating in such activities shall continue to receive special education and/or related services as set forth in their IEP/IFSPs.

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**2.19 TRANSITION TO A LRE**

CONTRACTOR & LEA shall support Least Restrictive Environment options, including dual enrollment, if appropriate, for students enrolled in NPS to have access to the general curriculum and to be education with nondisabled peers to the maximum extent appropriate.

CONTRACTOR & LEA shall address LRE placement options for students enrolled in NPS at all IEP team meetings, including whether the students may be transitioned to a public school setting.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommendations activities to support the transition.

**2.20 PUPIL PROGRESS**

The CONTRACTOR shall have written procedures in place for measuring progress utilizing on-going data collection in the goal areas identified on the IEP/IFSP.

The CONTRACTOR shall provide to parents and the LEA case manager written pupil progress reports on the goals in the IEP/IFSP, no less than quarterly. The CONTRACTOR shall submit an updated report if there is no current progress report when pupils are scheduled for a review by the IEP/IFSP team or when a pupil's enrollment is terminated.

The CONTRACTOR shall allow periodic review of each pupil's instructional program by the LEA. Representatives of the LEA shall have reasonable access to observe each pupil at work, observe the instructional setting, meet with the CONTRACTOR and review each pupil's progress, including the behavioral intervention plan, if any. LEA representatives making site visits shall initially report to the CONTRACTOR's site administrative office.

**2.21 ASSESSMENTS**

a. Individual Student Assessments

If the CONTRACTOR receives a parent request for evaluation, the CONTRACTOR shall inform the parent of his or her ability to submit a written request for evaluation to the LEA in accordance with applicable law. The LEA shall collaborate with the CONTRACTOR to develop the evaluation plan and submit it to the parent for approval. The LEA retains the responsibility for conducting triennial evaluations (EC 56381(c)).

**2.22 CONFIDENTIALITY OF RECORDS**

All reports, records and other documents that CONTRACTOR is required to submit to LEA, the Special Education Local Plan Area, or otherwise, pursuant to this contract, shall be redacted to the extent necessary and appropriate to protect the confidentiality and privacy of pupils, employees, and subcontractors, as provided for pursuant to state and federal law.

**2.23 FORWARDING OF EDUCATIONAL RECORDS**

The CONTRACTOR agrees, in the event of school closure, to immediately forward pupil records to the LEA pertaining to the LEA's pupils enrolled in CONTRACTOR's educational program. These records shall include, but need not be limited to, current transcripts, IEP/IFSPs and results of performance testing.

**2.24 DATA REPORTING**

CONTRACTOR agrees to provide LEA with all student information required for LEA to report to the California Longitudinal Pupil Achievement Data System (CALPADS) as well as other data as required by Every Student Succeeds Act (ESSA) or any federal data reporting requirements, including, but not limited to, data required to calculate enrollment and dropout and graduation rates.

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**SECTION 3: PERSONNEL**

**3.1 VERIFICATION OF CREDENTIALS, LICENSES AND OTHER QUALIFICATIONS**

The CONTRACTOR shall provide all contracted special education, and/or related services required by the IEP/IFSP, Master Contract and Individual Services Agreement by appropriately qualified staff. The CONTRACTOR shall provide appropriately credentialed teachers and/or licensed or license-eligible personnel or other education related mental health provider consistent with the California laws and regulations unless the California Department of Education has granted a written waiver. The CONTRACTOR shall be responsible for monitoring the status of waiver applications submitted to the state for all non-credentialed teachers and non-licensed service providers. All non-credentialed teachers and non-licensed service providers shall apply for a waiver.

For a NPSs A-G course credits, only University of California A-G approved courses will be accepted by contracting districts.

The CONTRACTOR shall be responsible for verification of credentials and licenses held by its employees, agents and subcontractors. Once the CONTRACTOR has provided the LEA with a copy of the credential or license for all staff providing services to children with disabilities, the CONTRACTOR shall supply the LEA with copies of any changes in the credentials or licenses of staff within 45 days of the change in accordance with Title 5, Section 3062.

The CONTRACTOR is fiscally responsible for all training necessary to provide appropriate services per IEP/IFSP. The LEA shall not reimburse CONTRACTOR for training that occurs outside of contact time with student, and that is not during implementation of IEP/IFSP.

Where behavior intervention services are provided by a nonpublic agency, the CONTRACTOR shall train staff in implementing the behavior support plan or Behavior Intervention Plan and pupils shall receive the level of supervision required in the pupil's IEP/IFSP.

The CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including the provisions with respect to supervision.

**3.2 EMPLOYEE FINGERPRINTS AND TUBERCULOSIS TESTING**

The CONTRACTOR shall ensure that employee fingerprints have been processed in a manner required by EC section 44237. The CONTRACTOR shall maintain a file containing a current certificate of each person covered by Health and Safety Code Sections 121525-121555 (tuberculosis testing). In addition, contractor will adhere to all of the requirements under AB 389.

**3.3 QUALIFICATIONS OF INSTRUCTIONAL AIDES AND TEACHER ASSISTANTS**

Effective July 1, 2001 the CONTRACTOR shall ensure that newly hired instructional aides and teacher assistants have demonstrated proficiency in basic reading, writing, and mathematics skills, based on a test selected and administered by the CONTRACTOR.

**3.4 REQUIREMENT TO REPORT**

a. Child Abuse or Molestation

The CONTRACTOR shall maintain a signed statement by all personnel required to sign such a statement under the child abuse reporting laws, acknowledging their training and understanding of the reporting requirements regarding observed or suspected cases of child abuse. When filing a child abuse report under the Child Abuse Reporting laws, the CONTRACTOR shall include in the report the name, telephone number and address of the LEA representative as identified in Section 2.3 (Notices) of this contract.

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b. Missing Students

The CONTRACTOR shall ensure that staff is aware of its responsibility and requirement to report to parents, and local law enforcement as appropriate, when a pupil leaves campus without permission, immediately upon confirmation that the pupil is missing, in accordance with EC 49370. The CONTRACTOR shall contact the LEA Case Manager by telephone no later than the end of the day in the event a pupil leaves campus without permission, does not return that school day, and is not located at his or her residence or in the custody of his or her parent or guardian.

c. Student Injury

The CONTRACTOR agrees to complete a written report when a pupil has suffered an injury that requires medical attention, and notify the LEA case manager within 48 hours.

In case of incident, the CONTRACTOR agrees to submit a written report to the LEA case manager by the end of the following school day, in cases of injury resulting from physical restraint or the death of a student. The CONTRACTOR agrees to reasonably participate in any communications between a pupil's parents and the LEA regarding any injuries resulting from physical restraint.

**SECTION 4: FISCAL**

4.1 BILLING AND PAYMENT

a. Invoices

The CONTRACTOR shall submit invoices monthly. The effective date of an invoice shall be the date of the receipt by the LEA. Invoices should clearly reflect rates as specified in the Master Contract, be in accordance with the Individual Services Agreements, and include all days of creditable service, beginning no earlier than the date specified in the Interim Written Approval or ISA. The CONTRACTOR shall submit said invoice for services rendered no later than thirty (30) days from the end of the attendance accounting period calendar month in which said services are actually provided and the invoice shall be submitted pursuant to Section 2.3 (Notices) of this contract. All education related mental health services will be billed by contractor in separate invoice.

b. Late Invoices

If the LEA does not receive a properly submitted invoice within thirty (30) days from the end of the attendance accounting period calendar month, the LEA may deduct 1.5% per month, calculated proportionately per day, of that total invoice, if the LEA does not agree to the request of the CONTRACTOR to an extension of time to submit the invoice.

c. Payment

The LEA shall make payment within forty-five (45) days of receipt of a properly prepared and submitted invoice and such payment shall be submitted pursuant to Section 2.3 (Notices) of this contract. This payment shall be at the rates agreed to in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and shall be in an amount equal to the number of creditable days of attendance during both the regular and extended school years, make-up sessions (including "excused" absences) per the individual services agreement for each pupil. This calculation shall include the Extended School Year if the pupil is enrolled in the Extended School Year, and any other absence for which the LEA has agreed to pay CONTRACTOR and any related services and transportation costs as specified in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and in accordance with the Individual Services Agreements. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Payment by the LEA shall refer to the invoice number or the date of the bill submitted by the CONTRACTOR.

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d. Pupil Enrolled Prior to Approval of Agreement to a Contract

Ed Code addresses situations when a contract has not yet been developed and the pupil is enrolled and receiving services from the Nonpublic School or Agency (ED 56366.9 c (1)).

"If a pupil is enrolled in a nonpublic, nonsectarian school or agency with the approval of the local educational agency prior to agreement to a contract or individual services agreement, the local educational agency shall issue a warrant, upon submission of an attendance report and claim, for an amount equal to the number of creditable days of attendance at the per diem tuition rate agreed upon prior to the enrollment of the pupil. This provision shall be allowed for 90 days during which time the contract shall be consummated."

e. Late Payment

If the payment is not postmarked from the LEA within forty-five (45) days of the receipt of the invoice, the LEA agrees to pay an additional fee of 1.5% interest per month on amounts not paid, such interest being calculated beginning day forty-six (46) from receipt of the invoice. Interest shall be calculated in accordance with standard accounting procedures. The CONTRACTOR shall bill the LEA for the interest. Failure by the LEA to pay an appropriately submitted invoice within 90 days of receipt may be considered a breach of contract.

f. Medi-Cal Reimbursement

Documentation of LEA Medi-CAL Billable Services will be completed by the provider. All documentation of provider services shall be given to the District/SELPA for reimbursement submissions to Medi-Cal. The contractor will not submit any claims in the LBO (LEA) program and the LEA has the right to submit claims for reimbursement.

4.2 RIGHT TO WITHHOLD

The LEA has the right to withhold payment to the CONTRACTOR when the LEA has reliable evidence, described in writing to the CONTRACTOR at the time the notice of withholding is submitted that: (A) service is provided by personnel who are not appropriately credentialed/licensed; (B) records required by the LEA prior to school closure with respect to one or more LEA pupil(s) enrolled in CONTRACTOR's educational program have not been received; (C) the CONTRACTOR confirms a pupil's change of residence to another district but neglects to notify the LEA within 5 days; or (D) the CONTRACTOR fails to notify the LEA within 5 days after the 10<sup>th</sup> consecutive school day of a pupil's absence. If the basis for withholding is subsections (B) (C) or (D) of this section the LEA may only withhold the proportionate amount of the bill related to that pupil. If the basis for withholding is subsection (A) of this section, the LEA may only withhold payment for services provided by that personnel.

The LEA shall notify CONTRACTOR in writing within 10 working days of receipt of an invoice of any reason why requested payment shall not be paid. (EC section 56366.5(a)). Such notice shall specify the basis for the LEA's withholding payment and shall be made pursuant to Section 2.3 (Notices) of this contract. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Within fourteen (14) days from the date of receipt of such notice, the CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for the LEA's withholding payment. Upon receipt of the CONTRACTOR'S written request showing good cause sent pursuant to Section 2.3 (Notices) of this Contract, the LEA shall extend the CONTRACTOR'S time to respond by an additional fourteen days. The CONTRACTOR shall submit rebilling for payment no later than thirty (30) calendar days when an invoice is returned to the CONTRACTOR with a notice of withholding. Upon verification of remediation of identified deficiencies and receipt of rebilling, the LEA shall pay the resubmitted invoice in accordance with Schools: Section 4.1, Agencies: Section 5.1 (Rate Schedule) of this contract. If CONTRACTOR does not resubmit sufficient rebilling or verify remediation of identified deficiencies within thirty (30) calendar days, that shall constitute a reason to continue to withhold payment unless and until CONTRACTOR resubmits the bill and corrects the deficiencies as noted in the original notice of withholding.

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**4.3 INSPECTION AND AUDIT**

**a. Maintenance of Fiscal Records**

The CONTRACTOR shall maintain cost data in sufficient detail to verify the annual operating budget in providing education and designated instructional services to children with disabilities and shall make that data available to the LEA upon reasonable request consistent with the provisions of this section. Fiscal records shall be maintained by the CONTRACTOR for five years and shall be available for audit consistent with the provisions of this section.

**b. Maintenance of Student Records**

District of residence is the custodian of the student records.

**c. LEA Access to Documents Related to the Master Contract**

The CONTRACTOR shall provide access to, or forward copies of, any documents or other matters relating to the contract within 20 days upon reasonable request by the LEA except as otherwise provided by law. The reason for this request for records shall be provided to the CONTRACTOR at the time it is made. The CONTRACTOR may request from the LEA an extension of time to comply with any records request, which shall not be unreasonably withheld. Such documents may include: 1) registers and roll books of teachers; 2) daily service logs and notes or other documents used to record the provision of related services; 3) absence verification records; 4) transportation records; 5) staff lists specifying credentials held, business and/or professional licenses held documents evidencing other qualifications; 6) dates of hire, and dates of termination; 7) staff time sheets; 8) non-paid volunteer sign-in sheets; 9) related services contracts; 10) school calendars; 11) bell/class schedules; 12) liability and workers' compensation insurance policies; 13) state nonpublic school certifications; 14) marketing materials; 15) statements of income and expenses; 16) general ledgers and supporting documents; 17) all budgetary information and projections submitted by the CONTRACTOR to LEA for purpose of contract negotiations.

**d. Audit Exceptions**

The CONTRACTOR agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions identified by appropriate LEA personnel or State or Federal audit agencies occurring as a result of the CONTRACTOR's performance of this contract. The CONTRACTOR also agrees to pay to the LEA within thirty days of demand by LEA for any financial penalties resulting from any audit exceptions to the extent they are attributable to the CONTRACTOR's failure to perform properly any of its obligations under this contract unless the LEA agrees to different terms in writing and any demand by LEA for such payment shall be made pursuant to the notice provisions of Section 2.3 of this contract. Any, and all audit exceptions must be specified in complete detail before any demand from the LEA for any amount set forth therein.

**e. Reasons for Unannounced Visits**

LEA and/or Special Education Local Plan Area representatives may make unannounced inspections when there is a concern regarding the health, safety, or welfare of a child, or a substantial concern regarding the implementation of the IEP.

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**SECTION 5: SIGNATURES**

This Nonpublic Master Contract 2017-2018, including its component parts, may be signed in counterparts and the signatures may appear on separate signature pages. A copy and/or original, with all signatures attached, shall be deemed a fully executed document. A facsimile version of any party's signature shall be deemed an original. The parties hereto have executed this Contract by and through their duly authorized agents or representatives as indicated by their signatures.

This contract is effective on July 1, 2017 and terminates at 5:00 p.m. on June 30, 2018 unless sooner terminated as provided herein.

**CONTRACTOR**

Nonpublic  School  Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Carolyn Karinen, CCC-SLP  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Russell Coronado, Senior SELPA Director  
(Type) Name and Title

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**LEA**

Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

J. Arturo Sanchez Macias, Deputy Superintendent  
(Type) Name and Title

LEA Board Approval

DATE: \_\_\_\_\_

# 2017-2018 Nonpublic Master Contract

## Appendix B: Agencies



San Diego County Office of Education  
Student Services and Programs Division  
**Special Education Department**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

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**NONPUBLIC MASTER CONTRACT**  
**Appendix B: Agencies**

CONTRACT YEAR 2017-2018

**SECTION 1: EDUCATIONAL PROGRAM**

1.1 ADMISSION/ENROLLMENT PROCEDURES

Prior to the CONTRACTOR deciding whether or not to enroll a pupil, the LEA shall provide the CONTRACTOR a copy of the pupil's current IEP/IFSP, and facilitate an observation of the pupil, data gathering from the current or prior education providers, and any other reasonable information gathering CONTRACTOR wishes to undertake prior to making an enrollment decision. The CONTRACTOR retains the right to decline enrollment of any pupil and nothing in this contract shall be construed to limit this right.

If a pupil is being considered for enrollment, his or her IEP/IFSP shall be reviewed in collaboration with the LEA, CONTRACTOR, parents, and other invited participants, as appropriate.

The CONTRACTOR shall notify the LEA of its decision to decline enrollment or the effective date of enrollment of the pupil in accordance with Section 9 (Notices) of this contract within 10 working days of receipt of the referral.

1.2 SUPPLIES AND EQUIPMENT

The CONTRACTOR shall be responsible for providing all standard and usual supplies and equipment required for the general program provided by CONTRACTOR. If an individual pupil's IEP/IFSP requires specialized equipment and/or supplies beyond the CONTRACTOR'S general program, the LEA shall provide them unless otherwise specified in the Individual Services Agreement. The LEA shall provide the low incidence equipment assigned to the pupil through the IEP/IFSP unless CONTRACTOR specifically agrees in the Individual Services Agreement to provide the low incidence equipment. Supplies and/or equipment purchased and/or provided by the LEA remain the property of the LEA and supplies and/or equipment purchased and/or provided by CONTRACTOR remain the property of CONTRACTOR, if not specifically reimbursed by the LEA for that specific supply or equipment. If the CONTRACTOR provides DIS and/or related services, the CONTRACTOR shall be responsible for providing usual and reasonable supplies and assessment tools necessary to implement the provision of services unless otherwise agreed in the Individual Services Agreement.

1.3 CALENDAR

The CONTRACTOR shall only provide designated instruction and services during the period of the pupil's regular or extended school year program, or both, at the location designated by the IEP, unless otherwise specified by the pupil's IEP/IFSP. The CONTRACTOR shall observe the following legal holidays including Independence Day, Veteran's Day, Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King Jr. Day, President's Day, and Memorial Day, as specified in the CONTRACTOR'S official calendar. Make-up sessions may be scheduled for other days of school vacations.

1.4 PARENT VISITS/COMMUNICATION

- a. The CONTRACTOR shall provide for reasonable parental visits to all of the agency facilities including, but not limited to, the instructional setting attended by pupils and recreational activity areas. CONTRACTOR shall notify case manager or other authorized district representative of all planned parental visits, and provide opportunity for case manager or other district representative to attend visit. The CONTRACTOR shall use its good faith efforts to provide that parental visits are in agreement with a court order, if any.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

- b. All communication between CONTRACTOR and Parent regarding programmatic decisions must include case manager or other authorized IEP team member, unless authorized by LEA representative or case manager, regarding program recommendations.

1.5 OWNERSHIP

All activity plans, token systems, reinforce systems or inventories, visual schedules, data, drills, progress reports, quarterly reports, behavior intervention plans, behavior support plans, behavior graphs, student assessment results, and program materials created specifically for individual pupils by CONTRACTOR under this Agreement shall be the joint property of CONTRACTOR and LEA.

1.6 STAFF ABSENCES

When a provider is absent, The CONTRACTOR shall provide appropriate coverage in accordance with EC section 56061. The CONTRACTOR shall provide the LEA the documentation of such coverage upon request. As appropriate, the CONTRACTOR and the LEA may make arrangements for make-up sessions, usually within 30 days, at a mutually convenient time and location if appropriate staff is not available to provide coverage for staff absences.

CONTRACTORS who provide nurses, 1:1 aides or 1:1 behavior intervention staff in accordance with an individual student's IEP/IFSP shall provide substitute coverage when the staff member is absent, unless other arrangements have been made with the LEA on a case by case basis.

**SECTION 2: ATTENDANCE**

The CONTRACTOR shall keep original records of services provided to each pupil in a register, report or record with the pupil's absences clearly indicated. The CONTRACTOR shall file the signed copies of such service logs with monthly invoices to the LEA within thirty (30) days of the close of the school month. The documents and reports identified in this section shall be provided to LEA pursuant to the provisions in Section 2.3 (Notices) of the Nonpublic Master Contract Main Document. The CONTRACTOR is responsible for verifying accuracy of the service logs and for informing subcontractors of their personal responsibility for the completion and accuracy of said forms. A unit of service for payment purposes is one session as specified in the pupil's IEP/IFSP.

If a pupil's absences exceed more than ten days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to review the placement, modify the IEP/IFSP if appropriate, or determine another appropriate placement option for the student.

If a CONTRACTOR attempts to provide services for 5 consecutive days or sessions, and the student is not available for the service, the CONTRACTOR may suspend the Individual Services Agreement and notify the district of the need to convene a meeting of the IEP/IFSP team to attempt to resolve the problem. If a pupil's absences exceed more than ten unreimbursed days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to determine another appropriate placement option for the student.

**SECTION 3: SAFETY**

3.1 SAFE AND APPROPRIATE ENVIRONMENT

If nonpublic agency services are not provided on a school site, the CONTRACTOR shall be responsible for providing facilities in which it provides the services agreed to in the Individual Services Agreement, unless there is written agreement to the contrary. CONTRACTOR shall comply with applicable law with respect to the structural specifications of the facilities in which it provides services. CONTRACTOR shall comply with all applicable local, county, and/or state ordinances and statutes relating to fire

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

health, sanitation and building safety. If services are provided at a school site, the CONTRACTOR shall participate in the regularly scheduled fire, earthquake, and disaster drills as appropriate.

When the IEP specifies that NPA services are to be provided in the child's home, the parent/guardian or another adult caregiver designated by the parent shall be present in the home while the services are delivered.

**SECTION 4: CONFLICT OF INTEREST**

All recommendations for service by CONTRACTOR are the decisions of the IEP team.

To the extent required by EC section 56366.3, CONTRACTOR shall not provide special education and related services, administration, or supervision by an individual who is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days, except if the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to 10 months of the school year by the district, special education local plan area, or county office. For purposes of this section the special education local plan area shall be the special education local plan area of which the LEA is a member and the county office shall refer to the San Diego County Office of Education.

In terms of determining whether an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or whether the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office, the information provided to the CONTRACTOR by the individual in his or her application for employment, resume, or other paperwork, shall be conclusive evidence on this issue for purposes of determining compliance (if required) with EC section 56366.3. No payment shall be withheld or reimbursement demanded from CONTRACTOR if the individual failed to disclose on his or her application, resume, or paperwork, submitted to the CONTRACTOR that he or she is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or misstates the reason for separation. However, if the LEA subsequently provides CONTRACTOR written notice (pursuant to Section 9 of this contract) that an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days (and was not involuntarily terminated or laid off as part of necessary staff reductions) the CONTRACTOR shall have five school days from receipt of the written notice to investigate the matter and to determine the accurate facts and whether the individual should be terminated. The CONTRACTOR shall not be subject to any payment withholding or reimbursement demands ("penalties") for the time period prior to receiving the written notice or for the five school days after such written notice is received.

The CONTRACTOR shall be subject to penalties required by EC section 56366.3, commencing the sixth school day after such notice is provided only if both of the following conditions occur: 1) if it is determined that the individual was an employee of a contracting district, special education local plan area, or county office within the last 365 days and was not involuntarily terminated or laid off as part of necessary staff reductions and 2) if the individual was not terminated prior to the sixth school day after receiving written notice from the LEA, special education local plan, or county office, or did not otherwise stop providing special education and related services, administration or supervision on behalf of CONTRACTOR. If the CONTRACTOR is subject to penalties, the time period for which penalties may be assessed, if required by EC section 56366.3, shall not be retroactive but shall only commence on the sixth school day after the CONTRACTOR received written notice from the LEA as specified in this paragraph. The penalty, if imposed, shall only apply to the salary of the person who was previously employed by an LEA within the last 365 days.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**SECTION 5: FINANCIAL**

5.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: Carolyn Karinen, CCC-SLP

The CONTRACTOR NUMBER: 1A-37-177

Education service(s) offered by the CONTRACTOR, and the charges for such service(s) during the term of this contract, shall be as follows:

| <u>RELATED SERVICES</u>   | <u>RATE</u>  | <u>PERIOD</u> |
|---|--------------|---------------|
| <u>Intensive Individual Services (340)</u>                            | _____        | _____         |
| <u>Individual and Small Group Instruction (Ages 3-5 only) (350)</u>   | _____        | _____         |
| <u>Language and Speech (415)</u>                                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - SLP-A (Credentialed)</u>               | _____        | _____         |
| <u>Language and Speech (415) – Speech Therapy Assistant</u>           | _____        | _____         |
| <u>Language and Speech (415) – Bilingual SLP</u>                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - Assessment</u>                         | _____        | _____         |
| <u>Adapted Physical Education (425)</u>                               | _____        | _____         |
| <u>Adapted Physical Education Assessment (425)</u>                    | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care LVN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care RN (435)</u>  | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care CRN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Other Services LVN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services RN (436)</u>                    | _____        | _____         |
| <u>Health and Nursing: Other Services CRN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services Health Aide/CNA (436)</u>       | _____        | _____         |
| <u>Assistive Technology Services – Credentialed (445)</u>             | _____        | _____         |
| <u>Assistive Technology Services - Classified (445)</u>               | _____        | _____         |
| <u>Assistive Technology Services Assessment (445)</u>                 | _____        | _____         |
| <u>Occupational Therapy (450)</u>                                     | _____        | _____         |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

|   |       |       |
|---|-------|-------|
| <u>Occupational Therapy (450) – Certified OT Assistant</u>              | _____ | _____ |
| <u>Occupational Therapy (460) - Assessment</u>                          | _____ | _____ |
| <u>Physical Therapy (460)</u>   | _____ | _____ |
| <u>Physical Therapy PT Assistant (460)</u>                              | _____ | _____ |
| <u>Physical Therapy Assessment (460)</u>                                | _____ | _____ |
| <u>Individual Counseling (510)</u>                                      | _____ | _____ |
| <u>Counseling and Guidance (515)</u>                                    | _____ | _____ |
| <u>Parent Counseling (520)</u>  | _____ | _____ |
| <u>Social Work Services (525)</u>                                       | _____ | _____ |
| <u>Psychological Services (530)</u>                                     | _____ | _____ |
| <u>Psychological Services Assessment (530)</u>                          | _____ | _____ |
| <u>Behavior Intervention Services (535)</u>                             | _____ | _____ |
| <u>Behavior Intervention Services (535) - Supervision</u>               | _____ | _____ |
| <u>Behavior Intervention Services (535) – Other Provider/Beh.Tech</u>   | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities (610)</u>        | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities Assess (610)</u> | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing (710)</u>                       | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing Assessment (710)</u>            | _____ | _____ |
| <u>Interpreter Services (715)</u>                                       | _____ | _____ |
| <u>Interpreter Services Shift Differential (715)</u>                    | _____ | _____ |
| <u>Audiological Services (720)</u>                                      | _____ | _____ |
| <u>Audiological Services Assessment (720)</u>                           | _____ | _____ |
| <u>Specialized Vision Services (725)</u>                                | _____ | _____ |
| <u>Specialized Vision Services Assessment (725)</u>                     | _____ | _____ |
| <u>Orientation and Mobility (730)</u>                                   | _____ | _____ |
| <u>Orientation and Mobility Assessment (730)</u>                        | _____ | _____ |
| <u>Braille Transcription (735)</u>                                      | _____ | _____ |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

|   |  |  |
|---|--|--|
| Specialized Orthopedic Services (740)                       |  |  |
| Specialized Orthopedic Services Assessment (740)            |  |  |
| Reader Services (745)                                       |  |  |
| Note Taking Services (750)                                  |  |  |
| Transcription Services (755)                                |  |  |
| Recreation Services, Including Therapeutic (760)            |  |  |
| College Awareness Preparation (820)                         |  |  |
| Vocational Assessment, Counseling/Guidance Assessment (830) |  |  |
| Career Awareness (840)                                      |  |  |
| Work Experience Education (850)                             |  |  |
| Job Coaching (855)  |  |  |
| Mentoring (860)   |  |  |
| Agency Linkages (referral and placement) (865)              |  |  |
| Travel Training (870)                                       |  |  |
| Other Transition Services (890)                             |  |  |
| Other (900) Music Therapy                                   |  |  |
| Other (900) Vision Therapy                                  |  |  |
| Transportation – Emergency                                  |  |  |
| Bus Passes  |  |  |
| Professional Development                                    |  |  |

NOTES: \_\_\_\_\_

\*Parent transportation reimbursement rates to be set forth in Individual Services Agreements.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**SECTION 6: APPROVALS**

**CONTRACTOR**  
Nonpublic Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

\_\_\_\_\_  
Carolyn Karinen, CCC-SLP  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

\_\_\_\_\_  
Russell Coronado, Senior SELPA Director  
(Type) Name and Title

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**LEA**  
Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

\_\_\_\_\_  
J. Arturo Sanchez Macias, Deputy Superintendent  
(Type) Name and Title

LEA Board Approval

DATE: \_\_\_\_\_

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

**INTERIM WRITTEN APPROVAL**

**For Provision of Special Education/Related Services and Payment**

Pursuant to Section 1.1 of the Master Contract (Main Document),  
the Local Education Agency (LEA) San Ysidro School District  
provides to the CONTRACTOR Carolyn Karinen, CCC-SLP  
interim written approval for CONTRACTOR to provide the agreed upon Special Education and/or Related Services  
identified in the most recent IEP/IFSP of all students with speech services,  
(Student Name)  
at the rates set forth in Schools: Section 4.1 of the Master Contract for the 2017 - 2018 Contract Year.  
Anticipated Student Start Date: August 17, 2017.

This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date at the nonpublic school or nonpublic agency. If an Individual Services Agreement and/or Master Contract is not completed and executed by the LEA and the CONTRACTOR within this 90 day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

This interim written approval does not require the CONTRACTOR to provide services for 90 days, or for any maximum period of time. The parties have already agreed, or may agree, to hold an IEP meeting within 30 days of the student's first day of attendance.

Agreed to by the District Representative of the Special Education Unit of the LEA:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

Agreed to by the CONTRACTOR:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Carolyn Karinen, CCC-SLP  
Name/Title

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

**INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC AGENCY SERVICES**  
(Education Code Sections 56365 et seq.)

This agreement is effective on \_\_\_\_\_ or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 201\_\_\_\_, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency \_\_\_\_\_ Nonpublic Agency \_\_\_\_\_

LEA Case Manager: Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Pupil Name \_\_\_\_\_ Sex:  M  F Grade: \_\_\_\_\_  
(Last) (First) (M.I.)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

DOB \_\_\_\_\_ Residential Setting:  Home  Foster  LCI # \_\_\_\_\_  OTHER \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Phone ( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
(Residence) (Business)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_  
(If different from student)

**AGREEMENT TERMS:**

**A. DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Intensive Individual Services (340)                              |          |     |               |  |                  |                            |  |
| Individual and Small Group Instruction (Ages 3-5 only) (350)     |          |     |               |  |                  |                            |  |
| Language and Speech (415)  |          |     |               |  |                  |                            |  |
| Language and Speech – SLP-A (Credentialed) (415)                 |          |     |               |  |                  |                            |  |
| Language and Speech – Speech Therapy Assistant (415)             |          |     |               |  |                  |                            |  |
| Language and Speech – Bilingual SLP (415)                        |          |     |               |  |                  |                            |  |
| Language and Speech – Assessment (415)                           |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. (425)                                       |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. - Assessment (425)                          |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - LVN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - RN (435)  |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - CRN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - LVN (436)                   |          |     |               |  |                  |                            |  |

**12B.14**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Health and Nursing Services: Other - RN (436)                          |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - CRN (436)                         |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - Health Aide/CNA (436)             |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Credentialed (445)                     |          |     |               |  |                  |                            |  |
| Assistive Technology Services – Classified (445)                       |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Assessment (445)                       |          |     |               |  |                  |                            |  |
| Occupational Therapy (450)   |          |     |               |  |                  |                            |  |
| Occupational Therapy – Certified OT Assistant (450)                    |          |     |               |  |                  |                            |  |
| Occupational Therapy – Assessment (450)                                |          |     |               |  |                  |                            |  |
| Physical Therapy (460)   |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assistant (460)                                  |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assessment (460)                                 |          |     |               |  |                  |                            |  |
| Individual Counseling (510)  |          |     |               |  |                  |                            |  |
| Counseling and Guidance (515)  |          |     |               |  |                  |                            |  |
| Parent Counseling (520)  |          |     |               |  |                  |                            |  |
| Social Work Services (525)   |          |     |               |  |                  |                            |  |
| Psychological Services (530)   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services (535)                                   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services - Supervision (535)                     |          |     |               |  |                  |                            |  |
| Behavior Intervention Services – Other Provider (535)                  |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities (610)              |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities – Assessment (610) |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services (710)                    |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services – Assessment (710)       |          |     |               |  |                  |                            |  |

**12B.14**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
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2017-2018**

| SERVICE   | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---|----------|-----|---------------|--|------------------|----------------------------|--|
|   | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Interpreter Services (715)  |          |     |               |  |                  |                            |  |
| Interpreter Services – Shift Differential (715)                         |          |     |               |  |                  |                            |  |
| Audiological Services (720)   |          |     |               |  |                  |                            |  |
| Audiological Services Assessment (720)                                  |          |     |               |  |                  |                            |  |
| Specialized Vision Services (725)                                       |          |     |               |  |                  |                            |  |
| Specialized Vision Services Assessment (725)                            |          |     |               |  |                  |                            |  |
| Orientation and Mobility (730)  |          |     |               |  |                  |                            |  |
| Orientation and Mobility Assessment (730)                               |          |     |               |  |                  |                            |  |
| Braille Transcription (735)   |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service (740)                                    |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service Assessment (740)                         |          |     |               |  |                  |                            |  |
| Reader Services (745)   |          |     |               |  |                  |                            |  |
| Note Taking Services (750)  |          |     |               |  |                  |                            |  |
| Transcription Services (755)  |          |     |               |  |                  |                            |  |
| Recreation Services, Including Therapeutic (760)                        |          |     |               |  |                  |                            |  |
| College Awareness Preparation (820)                                     |          |     |               |  |                  |                            |  |
| Vocational Assessment, Counseling, Guidance and Career Assessment (830) |          |     |               |  |                  |                            |  |
| Career Awareness (840)  |          |     |               |  |                  |                            |  |
| Work Experience Education (850)   |          |     |               |  |                  |                            |  |
| Job Coaching (855)  |          |     |               |  |                  |                            |  |
| Mentoring (860)   |          |     |               |  |                  |                            |  |
| Agency Linkages (referral and placement) (865)                          |          |     |               |  |                  |                            |  |

**12B.14**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

| SERVICE                         | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---------------------------------|----------|-----|---------------|--|------------------|----------------------------|--|
|                                 | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Travel Training (870)           |          |     |               |  |                  |                            |  |
| Other Transition Services (890) |          |     |               |  |                  |                            |  |
| Other (900) Music Therapy       |          |     |               |  |                  |                            |  |
| Other (900) Vision Therapy      |          |     |               |  |                  |                            |  |
| Transportation-Emergency        |          |     |               |  |                  |                            |  |
| Bus Passes                      |          |     |               |  |                  |                            |  |
| Professional Development        |          |     |               |  |                  |                            |  |

*ESTIMATED MAXIMUM RELATED SERVICES COST (A)*\$ \_\_\_\_\_

1. Other Provisions/Attachments:

\_\_\_\_\_

\_\_\_\_\_

MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON \_\_\_\_\_

INDIVIDUAL SERVICES AGREEMENT APPROVED BY CASE MANAGER:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-DISTRICT-

\_\_\_\_\_  
(Name of Nonpublic Agency)

\_\_\_\_\_  
(Name of School District)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name and Title)

\_\_\_\_\_  
(Name of Superintendent or Authorized Designee)

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Special Education  
Janette Ridgels, Interim Director

**AGENDA ITEM:** SAN DIEGO COUNTY NON-PUBLIC MASTER CONTRACT WITH  
ROCKSTAR RECRUITING LLC, DBA STAFFREHAB

**BACKGROUND INFORMATION:**

Children who are identified as having language-processing disorder may benefit from language therapy. Therapy can be provided to help improve children who have word finding difficulty, language processing disorder or delay, phonological awareness deficits, verbal problem solving weaknesses, listening comprehension difficulty and such.

Rockstar Recruiting LLC, dba StaffRehab, a non-public agency, will be providing speech services for more than 60 students who receive special education services per their Individualized Education Programs (IEPs) for the 2017-2018 school year in order to meet federal regulations and compliance. The Speech and Language Pathologist (SLP) will conduct initial and triennial evaluations, provide support to the general education staff and students as part of response to intervention, and consult with special education staff with regard to communication development strategies.

The cost implications are \$75.00 per hour x 8 hours/day x 180 days = \$108,000.00

**RECOMMENDATION:**

Approve the San Diego County Nonpublic Master Contract with Rockstar Recruiting LLC, dba StaffRehab for school year 2017-2018 at an estimated cost of \$108,000.00 from the Special Education funds.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: ROM

Financial Implications?

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

Requisition #

Yes     No

Yes     No

\$108,000.00

(Amount)

Special Education

(Name of funding source and/or location)

0100-6500000-5770-1190-5800010-054

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

# 2017-2018 San Diego County Nonpublic Master Contract

2017-2018

**Directions:**

- Main document **must** be completed for every Nonpublic School/Agency or Room & Board Contract.
- Complete and attach Appendices A: School, B: Agency, C: Room & Board as appropriate.



San Diego County Office of Education  
Student Services and Programs Division  
Special Education Department

San Diego County Nonpublic Master Contract  
Main Document

2017-2018

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MAIN DOCUMENT

APPENDIX A: SCHOOLS

APPENDIX B: AGENCIES

APPENDIX C: ROOM AND BOARD

*Directions:*

- *Main document **must** be completed for every Nonpublic School/Agency or Room & Board Contract*
- *Complete and attach Appendices A: School, B: Agency, C: Room & Board as appropriate.*

# 2017-2018 Nonpublic Master Contract Main Document



San Diego County Office of Education  
Student Services and Programs Division  
Special Education Department

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**NONPUBLIC  
MASTER CONTRACT**

**CONTRACT YEAR** 2017-2018

This Master Contract is made and entered into

this 1<sup>st</sup> day of July, 2017 between the

San Ysidro School District, County of San Diego,  
(Local Education Agency)

hereinafter sometimes referred to as the "LEA," and

Rockstar Recruiting LLC dba StaffRehab  
(Nonpublic,)

hereinafter referred to as "CONTRACTOR."

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**SECTION 1: AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**

**1.1 MASTER CONTRACT**

For the purpose of providing special education and related services to individuals with exceptional needs under the authorization of Education Code sections 56157, 56361, and 56365-56366.5 the Master Contract consists of (the Main Document and Master Contract Appendices A (Schools), B (Agencies), C (Room & Board)). The general term "Master Contract" refers to the Master Contract /Main Document/ and Master Contract /Appendices A (Schools), B (Agencies), and C (Room and Board) given to the CONTRACTOR by a representative of the LEA's Special Education Unit on terms acceptable to the LEA and CONTRACTOR.<sup>1</sup> It is also understood that this contract does not commit the CONTRACTOR to provide special education and related services to any individual unless and until an Individual Services Agreement is executed between the LEA and the CONTRACTOR on behalf of such individual or interim written approval is given to the CONTRACTOR by an authorized representative of the LEA's Special Education Unit. This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date, during which time the contract and/or Individual Services Agreement shall be completed and executed by the LEA and CONTRACTOR. If an Individual Services Agreement is not completed and executed by the LEA and the CONTRACTOR within this ninety-day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

**1.2 SUPERSEDES PRIOR CONTRACTS**

This Master Contract includes the Main Document, Appendix A (Schools), Appendix B (Agencies), Appendix C (Room and Board), to the extent that they are applicable, and each ISA, all of which are incorporated herein by this reference and any exhibits or attachments hereto constitute the entire agreement between the parties to this contract and supersedes any prior contract, understanding, or agreement with respect to the terms set forth in this contract.

**1.3 MODIFICATIONS AND AMENDMENTS**

The LEA and CONTRACTOR agree that any amendments to the contract must be in writing and approved by the LEA's Governing Board and the Board of Directors/Trustees or authorized representative of CONTRACTOR. Prior to executing a written amendment to the contract, the LEA shall obtain approval from the San Diego County SELPA Directors and the County Director of Special Education. In implementing this Master Contract, any specific terms related to an individual pupil shall be reflected in the Individual Services Agreement.

**1.4 INDIVIDUAL SERVICES AGREEMENT**

The LEA and CONTRACTOR shall enter into an Individual Services Agreement for each pupil who is to receive special education and/or related services provided by the CONTRACTOR. The LEA is responsible for completing each pupil's Individual Services Agreement, which shall identify the provider of each service required by the pupil's Individualized Education Program (IEP) or Individualized Family Service Plan (IFSP) (CCR 3062(e)). Individual Services Agreements shall only be issued for those pupils enrolled with the approval of the LEA. Changes in any LEA pupil's educational program, including instruction, services, or instructional setting provided under this contract, may only be made on the basis of revisions to the pupil's IEP or IFSP. At any time during the term of this contract, the parent, the CONTRACTOR or LEA may request a review of the pupil's IEP/IFSP, subject to all procedural safeguards required by law, including notice given to and participation by the CONTRACTOR in the IEP Team meeting. In the event that the CONTRACTOR recommends that the pupil requires either a lesser or more restrictive placement than the CONTRACTOR can provide, the CONTRACTOR will notify the LEA immediately. The LEA shall expedite the review and/or the resulting change in placement, and shall modify the Individual Services Agreement as appropriate if there is a change in the instructional and/or other services provided.

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<sup>1</sup> Please see Appendix B for Agencies for exceptions to NPA Hired as Full Time Equivalent.

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1.5 NONPUBLIC CERTIFICATION OR WAIVER

A current copy of the CONTRACTOR'S California Department of Education Nonpublic Certification or waiver of such certification issued by CDE pursuant to EC 56366.2 is attached hereto. This Master Contract shall be null and void if such certification is expired, revoked, rescinded, or otherwise nullified during the effective period of this contract.

1.6 TERM OF MASTER CONTRACT

Neither the CONTRACTOR nor the LEA is required to renew this contract in subsequent contract years. In the event that a pupil is enrolled with the CONTRACTOR during the term of this contract and said pupil continues to receive special education and/or related services by the CONTRACTOR as approved by the LEA in accordance with the pupil's IEP/IFSP and either (a) a new contract has not been fully executed or (b) the CONTRACTOR or the LEA chooses not to renew this contract, the terms of this contract and associated Individual Service Agreements shall apply to any and all special education and/or related services provided by CONTRACTOR and payment for those services by the LEA.

Upon agreement of both parties to this Master Contract, its provisions shall be retroactive to the beginning of this contract year (July 1<sup>st</sup>), to cover services provided by the CONTRACTOR to LEA students, unless otherwise mutually agreed upon by both parties.

The term of this Master Contract shall be from July 1, 20 17 to June 30, 20 18.

Any subsequent Master Contract is to be renegotiated prior to June 30 of each year.

This Master Contract has no force or effect until approved or ratified by the LEA's Governing Board.

1.7 COMPLIANCE WITH APPLICABLE FEDERAL AND STATE LAWS

During the term of this contract, the CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations relating to the required special education and designated instruction and services and facilities for individuals with exceptional needs, including those not expressly documented in this Master Contract.

a. Nondiscrimination

The CONTRACTOR and the LEA shall not discriminate on the basis of race, religion, sex, national origin, age, sexual orientation disability or any other classification protected by federal or state laws in employment or operation of its programs.

b. Sexual Harassment Policy

The CONTRACTOR shall have a written policy on sexual harassment in accordance with state and federal regulations and guidelines.

c. Corporal Punishment Prohibitions

(l) No public education agency, or nonpublic school or agency serving individuals pursuant to Education Code Section 56365 et seq., may authorize, order, consent to, or pay for any of the following interventions, or any other interventions similar to or like the following:

- (1) Any intervention that is designed to, or likely to, cause physical pain;
- (2) Releasing noxious, toxic or otherwise unpleasant sprays, mists, or substances in proximity to the individual's face;
- (3) Any intervention which denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;
- (4) Any intervention which is designed to subject, used to subject, or likely to subject the individual to verbal abuse, ridicule or humiliation, or which can be expected to cause excessive emotional trauma;
- (5) Restrictive interventions which employ a device or material or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by

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- trained personnel as a limited emergency intervention pursuant to subsection (i) of Ed Code Section 56521.2 (a) (5)
- (6) Locked seclusion, except pursuant to subsection (i)(4)(A) of Ed Code Section 56521.2 (a) (6)
- (7) Any intervention that precludes adequate supervision of the individual; and
- (8) Any intervention which deprives the individual of one or more of his or her senses.

d. Student Discipline

Contractor shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations, such that students who exhibit serious behavioral challenges receive timely and appropriate assessments and positive supports and interventions in accordance with the federal Individuals with Disabilities Education Act and its implementing regulations.

When a CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA and a manifestation IEP team meeting shall be scheduled by the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavioral plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10<sup>th</sup>) day of suspension.

e. Behavioral Emergency Reports (Ed. 56521.1(a))

- (1) Anytime an emergency intervention is used pursuant to Ed Code Section 56521.1(a) subsection (i), CONTRACTOR must notify LEA and IEP team immediately and document emergency intervention in a "Behavioral Emergency Report" as defined by 56521.1(e).
- (2) Whenever a "Behavioral Emergency Report" is written regarding an individual who does not have a behavioral intervention plan, the designated responsible administrator shall, within two days, schedule an IEP team meeting to review the emergency report, to determine the necessity for a functional behavioral assessment, and to determine the necessity for an interim behavioral intervention plan.
- (3) Anytime a "Behavioral Emergency Report" is written regarding an individual who has a behavioral intervention plan, any incident involving a previously unseen serious behavior problem or where a previously designed intervention is not effective should be referred to the IEP team to review and determine if the incident constitutes a need to modify the plan.
- (4) "Behavioral Emergency Report" data shall be collected by CONTRACTOR and be submitted to LEA.
- (5) A summary of Behavioral Emergency Reports shall be submitted at least monthly to the LEA and the Director of the Special Education Local Plan Area of which the LEA is a member.

1.8 DEFINITIONS

"DAYS": For the purpose of the contract, "days" refers to calendar days unless otherwise specified.

"PARENT": For the purpose of the contract, a parent (34CFR 300.3Da) is the natural parent, adoptive parent, or legal guardian or any other adult granted educational decision-making rights by the natural or adoptive parent or a court of competent jurisdiction. A trained, certified surrogate parent, identified by the LEA, may act on behalf of the pupil if no parent, guardian or person acting as a parent can be located. The LEA shall be responsible for providing a translator for the parent if needed.

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**SECTION 2: ADMINISTRATION OF CONTRACT**

**2.1 NOTICES**

Notices provided for by this contract shall be in writing, be delivered to the individual identified below in this section, and shall be delivered by certified, registered, or return receipt requested mail, postage prepaid, or by facsimile transmission, unless a specific section of this contract requires or allows notice or contact to be made in a different manner or to a different individual. The effective date of an invoice shall be the date of its receipt by the LEA. The effective date of all other notices shall be the date of the postmark or of the facsimile transmittal date identified in the document. In the event there is a change in the individual to be notified, the CONTRACTOR or the LEA shall provide written notice of the change and, after such notice is provided, all future notices shall be addressed to that individual. Notice may be provided under this section pursuant to regular United States mail if the LEA and CONTRACTOR agree in writing to notice by regular United States mail. If the LEA or CONTRACTOR does not identify an individual to be notified in this section, the person to be notified under this section shall be the LEA or CONTRACTOR representative that executes this contract.

Notices mailed to the LEA shall  
be addressed to:

J. Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

San Ysidro School District  
Local Education Agency

4350 Otay Mesa Rd  
Address

San Ysidro            CA                    92173  
City                    State                    Zip

( 619 ) 428-4476  
Phone

( 619 ) 428-6473  
Facsimile

arturo.macias@sysd.k12.ca.us  
Email Address

Notices to the CONTRACTOR shall  
be addressed to:

Sara Palmer, Founder & CEO  
Name/Title

Staff Rehab  
Nonpublic School

5000 Birch Street Suite 3000 West Tower  
Address

Newport Beach    CA                    92660  
City                    State                    Zip

( 888 ) 835-0894  
Phone

( 949 ) 258-5296  
Facsimile

spalmer@staffrehab.com  
Email Address

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**2.2 INDEPENDENT CONTRACTOR STATUS**

This contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

**2.3 SUBCONTRACT AND ASSIGNMENT**

The CONTRACTOR shall not enter into an initial subcontract with any noncertified Nonpublic Agency (NPA) or provider, for any of the instructional or related services contemplated under this contract without first obtaining written approval by a representative of the San Diego County Office of Education (i.e. County Director of Special Education or a SELPA Director). Such approval shall not be unreasonably withheld. The LEA and CONTRACTOR shall maintain a copy of the written approval.

**2.4 INDEMNIFICATION**

The CONTRACTOR hereby indemnifies, defends, and holds harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the CONTRACTOR, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The LEA hereby indemnifies, defends, and holds harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of temporary classrooms, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the LEA, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

The CONTRACTOR shall have no obligation to indemnify, defend, or hold harmless the LEA, its Board, officers, employees, agents, independent contractors, consultants, and other representatives for the LEA's sole negligence or willful misconduct; and the LEA shall have no obligation to indemnify, defend, or hold harmless the CONTRACTOR, its Board, officers, employees, agents, independent contractors, consultants and other representatives for the CONTRACTOR'S sole negligence or willful misconduct. This indemnity shall survive the termination of the Contract or final payment hereunder, and is in addition to any other rights or remedies that the CONTRACTOR or LEA may have under the law or this contract.

**2.5 INSURANCE**

During the entire term of this contract and any extension or modification thereof, the CONTRACTOR shall keep in effect a policy or policies of general liability insurance, including contractual liability coverage, professional liability, and auto liability coverage of owned and non-owned vehicles used by CONTRACTOR in relation to the performance of service(s) under this Master Contract, with minimum limits of one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in aggregate. Such insurance shall name LEA as an additional insured, and an endorsement evidencing such coverage shall be provided within 90 days, only as to matters arising out of this Master Contract for which CONTRACTOR has an obligation to indemnify the LEA, under the Indemnification clause, Section 2.6, of this Master Contract.

Not later than the effective date of this contract, the CONTRACTOR shall provide the LEA with satisfactory evidence of insurance. The insurance maintained by CONTRACTOR shall include a provision for the insurance provider to send written notice of cancellation or modification to the CONTRACTOR at least 30 calendar days before cancellation or adverse material change, or 10 days for nonpayment of premium. Such CONTRACTOR'S insurance may contain the same notice requirement for the LEA. If the insurance provider is only required to send such notice to the CONTRACTOR (but not the LEA) CONTRACTOR shall provide the LEA written notice of cancellation or adverse material modification within one business day after receiving such notice from the insurer. Such notice shall be provided pursuant to Section 2.3 (Notices) of this contract. The CONTRACTOR shall at its own cost and expense procure and maintain insurance under the applicable state's Workers' Compensation laws. Failure to maintain the above mentioned insurance coverage shall be cause for termination of this contract.

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LEA warrants that it is self-insured in compliance with the laws of the State of California, that the self insurance covers persons acting on its behalf or under its control, that its self insurance covers LEA's indemnification obligations to CONTRACTOR under this contract, and that LEA agrees to provide coverage to CONTRACTOR pursuant to this self insurance in the event the indemnification obligations of Section 2.6 of this contract are triggered. The LEA further warrants that it shall notify the CONTRACTOR pursuant to Section 2.3 (Notices) of this contract, of any material insurance coverage changes at least thirty days prior to the change.

CONTRACTOR agrees that any subcontractor with which it contracts to provide services pursuant to any Individual Services Agreement, shall submit written proof of insurance in a minimum amount of \$1,000,000 per occurrence, including general, liability, auto liability (if applicable), and professional liability (if applicable). Such insurance shall be maintained by any subcontractor for the scope of duties performed and duration of time it provides services to LEA pupils. Proof of insurance shall be provided to the LEA prior to the beginning of transportation services by a subcontractor, and upon renewal of coverage thereafter. Transportation subcontractors shall submit copies of insurance policies upon request of the LEA; otherwise, certificates of insurance may be acceptable proof, provided that the information thereon is adequate and verifiable. Subcontractors shall be required to provide to the CONTRACTOR written notice of cancellation of insurance or adverse material change in such insurance at least 30 days prior to cancellation or adverse material change or within one business day after receiving such notice, whichever is earlier.

**2.6 TRANSPORTATION**

Transportation costs are the responsibility of the LEA unless otherwise agreed to in writing. The CONTRACTOR shall provide each pupil whom the CONTRACTOR transports with adequate supervision during transports and with instruction in school bus emergency procedures and passenger safety, as appropriate to the pupil's needs. The CONTRACTOR shall have in place a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils.

In the event the CONTRACTOR transports students due to health, behavior, or other emergencies, or as otherwise agreed to between the CONTRACTOR and the LEA, the LEA shall reimburse CONTRACTOR at the rate specified in this Master Contract (Rate Schedule - Schools: Section 4.1, Agencies: Section 5.1).

**2.7 WAIVERS**

The LEA and/or CONTRACTOR may independently or jointly submit waivers of applicable state laws and regulations.

**2.8 SUCCESSORS IN INTEREST**

This contract binds the CONTRACTOR's successors and assignees. CONTRACTOR shall not assign this Master Contract without the written consent of LEA, and any attempt by Contractor to effect such an assignment without the written consent of LEA shall make this Master Contract terminable at the option of the LEA.

**2.9 SEVERABILITY**

If any provision or portion of a provision of this contract is held in whole or in part to be unenforceable for any reason, the remainder of the provision and of the entire contract shall be severable and shall remain in effect.

**2.10 CONFLICTS OF INTEREST**

a. The CONTRACTOR agrees to furnish to the LEA a copy of its current bylaws and a current list of its Governing Board of Directors (or Trustees), if it is incorporated. LEA has the right to request a current list of the Board of Directors or Trustees at any time during the term of the Master Contract.

b. CONTRACTOR and members of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest including, but not limited to, employment with LEA, provisions of private party assessments and/or reports, and attendance at the IEP team meetings and/or due process proceedings.

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c. Anytime the CONTRACTOR is contracted to conduct a formal Independent Educational Evaluation (IEE), and the IEP team determines that services are necessary as a result of that IEE the LEA shall be obligated to select a service provider who is not the CONTRACTOR. Unless, a service provider who is not the CONTRACTOR is unavailable or unable to provide that service.

**2.11 INABILITY TO MEET CONTRACT REQUIREMENTS**

The CONTRACTOR shall notify the LEA in writing when the CONTRACTOR is unable to meet the requirements of this contract. The LEA shall notify CONTRACTOR in writing when the LEA is unable to meet the requirements of this contract.

**2.12 DISPUTE RESOLUTION**

Disagreements concerning the meaning, requirements or performance of this contract shall first be brought to the attention of the other party in writing, pursuant to the notice provisions (Section 2.3) of this contract, in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements may be resolved either 1) as voluntarily agreed to by the parties, 2) by equitable remedies, or 3) by other legal means.

**2.13 DUE PROCESS AND COMPLAINT PROCEDURES**

CONTRACTOR and LEA shall comply with all applicable federal and state laws and regulations related to Due Process and the rights of students and parents.

CONTRACTOR agrees to maintain policies and procedures as follows: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act (HIPAA).

**2.14 VENUE AND GOVERNING LAW**

This contract, and conditions of this contract, shall be governed by the laws of the State of California with venue in San Diego County, California.

**2.15 RIGHT TO REPORT MASTER CONTRACT VIOLATIONS**

The CONTRACTOR acknowledges and understands that the LEA may report to the CDE any violations of the provisions of this contract; and that may result in the suspension of the CDE nonpublic school certification pursuant to California EC section 56366.4(a).

**2.16 TERMINATION OF MASTER CONTRACT AND/OR INDIVIDUAL SERVICES AGREEMENT**

a. Master Contract

Either the LEA or the CONTRACTOR may terminate this Master Contract for cause as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 of this contract, or immediately if the CONTRACTOR and LEA mutually agree that there are significant health or safety concerns. Cause shall include but not be limited to non maintenance of current nonpublic school certification, failure of either the LEA or the CONTRACTOR to maintain the standards required under the Master Contract and/or Individual Services Agreement, or material breach of the contract by CONTRACTOR or LEA. To terminate the contract either party shall give a minimum of 20 days written notice pursuant to the provisions of Section 2.3 (Notices) of this contract. Upon termination, the LEA shall pay within 45 days, without duplication, for all services performed and expenses incurred to date of termination according to the provisions set forth in Schools Document Section 4.1, Agencies Document Section 5.1 (Rate Schedule) and Main Document Section 4.1 (Billing and Payment) of this contract. CONTRACTOR shall provide to the LEA the IEP/IFSP and all related documents in its possession or under its control pertaining to its services.

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for all pupils of the LEA who were receiving services from the CONTRACTOR in accordance with applicable state and federal laws regarding student records.

b. Individual Services Agreement

The Individual Services Agreement may be terminated or suspended by the LEA or the CONTRACTOR for cause, as set forth in EC section 56366(a)(4), with twenty (20) days written notice pursuant to Section 2.3 (Notices) of this contract, or immediately if the CONTRACTOR and the LEA mutually agree that there are significant health or safety concerns.

Individual Services Agreements are null and void upon termination of the Master Contract.

The LEA shall not terminate Individual Services Agreements because of the availability of a public class initiated during the course of the contract unless the parent agrees to the transfer of a pupil to a public school program, which agreement must only be given in a duly called and held IEP/IFSP meeting at which the CONTRACTOR is present.

2.17 INDIVIDUALIZED EDUCATION PROGRAM (IEP) / INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP)

When a pupil is accepted for enrollment in a nonpublic school, the CONTRACTOR shall provide the pupil a program of educational instruction and services within the nonpublic school, which is consistent with his or her IEP/IFSP as specified in each pupil's Individual Services Agreement.

The CONTRACTOR shall implement those responsibilities delegated to CONTRACTOR in the plan for transition services (per EC section 56445 and EC section 56462) as stated by the IEP/IFSP.

The CONTRACTOR shall provide an appropriate adult to pupil ratio for pupils with exceptional needs between three and five years of age, in accordance with EC 56441.5.

The LEA shall invite the CONTRACTOR and the CONTRACTOR shall participate in all IEP/IFSP meetings, including those related to placement and those called by the parent in accordance with EC section 56343.5, so long as the pupil is to be served by the CONTRACTOR pursuant to an Individual Services Agreement. The child's present teacher shall participate in the IEP meeting in accordance with EC 56341(b)(3). Every effort shall be made to schedule the meeting at a time and place that is mutually convenient to parents, CONTRACTOR's staff, and LEA's staff.

The local educational agency shall oversee and evaluate the pupil's placement in the NPS through the IEP process. The IEP team shall evaluate whether the pupil is making appropriate educational progress through a review of the student's progress toward IEP goals and, as appropriate, a review of the pupil's scores on state assessments. If the NPS staff or LEA will be making recommendation(s) for significant changes to the student's program, placement or services, the LEA Case Manager and representative of the NPS shall discuss the recommendation(s) prior to the IEP meeting. The IEP team will consider whether or not the needs of the pupil continue to be best met at the nonpublic school, whether changes to the pupil's IEP are necessary, and whether the pupil may be transitioned to a public school setting (EC 56366(a)(2)(B), EC 56343(d), EC 56043(h)). Partial day attendance at the NPS may be appropriate to support transition to a public school program.

2.18 FREE APPROPRIATE PUBLIC EDUCATION

No charge of any kind to parents shall be made by the CONTRACTOR for educational activities and related services specified on the pupil's IEP/IFSP, including screening or interviews which occur prior to or as a condition of a pupil's enrollment under the terms of the contract, except as specified in writing in a due process procedure that is signed by all relevant parties and attached to the relevant pupil's Individual Services Agreement, or for voluntary extracurricular activities conducted subsequent to written notification to parents as to the cost and the voluntary and extracurricular nature of the activity. Unless the activity (for example, field trips) takes place during a school vacation or holiday, pupils not participating in such activities shall continue to receive special education and/or related services as set forth in their IEP/IFSPs.

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**2.19 TRANSITION TO A LRE**

CONTRACTOR & LEA shall support Least Restrictive Environment options, including dual enrollment, if appropriate, for students enrolled in NPS to have access to the general curriculum and to be education with nondisabled peers to the maximum extent appropriate.

CONTRACTOR & LEA shall address LRE placement options for students enrolled in NPS at all IEP team meetings, including whether the students may be transitioned to a public school setting.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommendations activities to support the transition.

**2.20 PUPIL PROGRESS**

The CONTRACTOR shall have written procedures in place for measuring progress utilizing on-going data collection in the goal areas identified on the IEP/IFSP.

The CONTRACTOR shall provide to parents and the LEA case manager written pupil progress reports on the goals in the IEP/IFSP, no less than quarterly. The CONTRACTOR shall submit an updated report if there is no current progress report when pupils are scheduled for a review by the IEP/IFSP team or when a pupil's enrollment is terminated.

The CONTRACTOR shall allow periodic review of each pupil's instructional program by the LEA. Representatives of the LEA shall have reasonable access to observe each pupil at work, observe the instructional setting, meet with the CONTRACTOR and review each pupil's progress, including the behavioral intervention plan, if any. LEA representatives making site visits shall initially report to the CONTRACTOR's site administrative office.

**2.21 ASSESSMENTS**

a. Individual Student Assessments

If the CONTRACTOR receives a parent request for evaluation, the CONTRACTOR shall inform the parent of his or her ability to submit a written request for evaluation to the LEA in accordance with applicable law. The LEA shall collaborate with the CONTRACTOR to develop the evaluation plan and submit it to the parent for approval. The LEA retains the responsibility for conducting triennial evaluations (EC 56381(c)).

**2.22 CONFIDENTIALITY OF RECORDS**

All reports, records and other documents that CONTRACTOR is required to submit to LEA, the Special Education Local Plan Area, or otherwise, pursuant to this contract, shall be redacted to the extent necessary and appropriate to protect the confidentiality and privacy of pupils, employees, and subcontractors, as provided for pursuant to state and federal law.

**2.23 FORWARDING OF EDUCATIONAL RECORDS**

The CONTRACTOR agrees, in the event of school closure, to immediately forward pupil records to the LEA pertaining to the LEA's pupils enrolled in CONTRACTOR's educational program. These records shall include, but need not be limited to, current transcripts, IEP/IFSPs and results of performance testing.

**2.24 DATA REPORTING**

CONTRACTOR agrees to provide LEA with all student information required for LEA to report to the California Longitudinal Pupil Achievement Data System (CALPADS) as well as other data as required by Every Student Succeeds Act (ESSA) or any federal data reporting requirements, including, but not limited to, data required to calculate enrollment and dropout and graduation rates.

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**SECTION 3: PERSONNEL**

**3.1 VERIFICATION OF CREDENTIALS, LICENSES AND OTHER QUALIFICATIONS**

The CONTRACTOR shall provide all contracted special education, and/or related services required by the IEP/IFSP, Master Contract and Individual Services Agreement by appropriately qualified staff. The CONTRACTOR shall provide appropriately credentialed teachers and/or licensed or license-eligible personnel or other education related mental health provider consistent with the California laws and regulations unless the California Department of Education has granted a written waiver. The CONTRACTOR shall be responsible for monitoring the status of waiver applications submitted to the state for all non-credentialed teachers and non-licensed service providers. All non-credentialed teachers and non-licensed service providers shall apply for a waiver.

For a NPSs A-G course credits, only University of California A-G approved courses will be accepted by contracting districts.

The CONTRACTOR shall be responsible for verification of credentials and licenses held by its employees, agents and subcontractors. Once the CONTRACTOR has provided the LEA with a copy of the credential or license for all staff providing services to children with disabilities, the CONTRACTOR shall supply the LEA with copies of any changes in the credentials or licenses of staff within 45 days of the change in accordance with Title 5, Section 3062.

The CONTRACTOR is fiscally responsible for all training necessary to provide appropriate services per IEP/IFSP. The LEA shall not reimburse CONTRACTOR for training that occurs outside of contact time with student, and that is not during implementation of IEP/IFSP.

Where behavior intervention services are provided by a nonpublic agency, the CONTRACTOR shall train staff in implementing the behavior support plan or Behavior Intervention Plan and pupils shall receive the level of supervision required in the pupil's IEP/IFSP.

The CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including the provisions with respect to supervision.

**3.2 EMPLOYEE FINGERPRINTS AND TUBERCULOSIS TESTING**

The CONTRACTOR shall ensure that employee fingerprints have been processed in a manner required by EC section 44237. The CONTRACTOR shall maintain a file containing a current certificate of each person covered by Health and Safety Code Sections 121525-121555 (tuberculosis testing). In addition, contractor will adhere to all of the requirements under AB 389.

**3.3 QUALIFICATIONS OF INSTRUCTIONAL AIDES AND TEACHER ASSISTANTS**

Effective July 1, 2001 the CONTRACTOR shall ensure that newly hired instructional aides and teacher assistants have demonstrated proficiency in basic reading, writing, and mathematics skills, based on a test selected and administered by the CONTRACTOR.

**3.4 REQUIREMENT TO REPORT**

a. Child Abuse or Molestation

The CONTRACTOR shall maintain a signed statement by all personnel required to sign such a statement under the child abuse reporting laws, acknowledging their training and understanding of the reporting requirements regarding observed or suspected cases of child abuse. When filing a child abuse report under the Child Abuse Reporting laws, the CONTRACTOR shall include in the report the name, telephone number and address of the LEA representative as identified in Section 2.3 (Notices) of this contract.

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b. Missing Students

The CONTRACTOR shall ensure that staff is aware of its responsibility and requirement to report to parents, and local law enforcement as appropriate, when a pupil leaves campus without permission, immediately upon confirmation that the pupil is missing, in accordance with EC 49370. The CONTRACTOR shall contact the LEA Case Manager by telephone no later than the end of the day in the event a pupil leaves campus without permission, does not return that school day, and is not located at his or her residence or in the custody of his or her parent or guardian.

c. Student Injury

The CONTRACTOR agrees to complete a written report when a pupil has suffered an injury that requires medical attention, and notify the LEA case manager within 48 hours.

In case of incident, the CONTRACTOR agrees to submit a written report to the LEA case manager by the end of the following school day, in cases of injury resulting from physical restraint or the death of a student. The CONTRACTOR agrees to reasonably participate in any communications between a pupil's parents and the LEA regarding any injuries resulting from physical restraint.

**SECTION 4: FISCAL**

4.1 BILLING AND PAYMENT

a. Invoices

The CONTRACTOR shall submit invoices monthly. The effective date of an invoice shall be the date of the receipt by the LEA. Invoices should clearly reflect rates as specified in the Master Contract, be in accordance with the Individual Services Agreements, and include all days of creditable service, beginning no earlier than the date specified in the Interim Written Approval or ISA. The CONTRACTOR shall submit said invoice for services rendered no later than thirty (30) days from the end of the attendance accounting period calendar month in which said services are actually provided and the invoice shall be submitted pursuant to Section 2.3 (Notices) of this contract. All education related mental health services will be billed by contractor in separate invoice.

b. Late Invoices

If the LEA does not receive a properly submitted invoice within thirty (30) days from the end of the attendance accounting period calendar month, the LEA may deduct 1.5% per month, calculated proportionately per day, of that total invoice, if the LEA does not agree to the request of the CONTRACTOR to an extension of time to submit the invoice.

c. Payment

The LEA shall make payment within forty-five (45) days of receipt of a properly prepared and submitted invoice and such payment shall be submitted pursuant to Section 2.3 (Notices) of this contract. This payment shall be at the rates agreed to in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and shall be in an amount equal to the number of creditable days of attendance during both the regular and extended school years, make-up sessions (including "excused" absences) per the individual services agreement for each pupil. This calculation shall include the Extended School Year if the pupil is enrolled in the Extended School Year, and any other absence for which the LEA has agreed to pay CONTRACTOR and any related services and transportation costs as specified in the Rate Schedule (See Appendix A for Schools, B for Agencies, and C for Room and Board) of this contract and in accordance with the Individual Services Agreements. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Payment by the LEA shall refer to the invoice number or the date of the bill submitted by the CONTRACTOR.

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d. Pupil Enrolled Prior to Approval of Agreement to a Contract

Ed Code addresses situations when a contract has not yet been developed and the pupil is enrolled and receiving services from the Nonpublic School or Agency (ED 56366.9 c (1)).

“If a pupil is enrolled in a nonpublic, nonsectarian school or agency with the approval of the local educational agency prior to agreement to a contract or individual services agreement, the local educational agency shall issue a warrant, upon submission of an attendance report and claim, for an amount equal to the number of creditable days of attendance at the per diem tuition rate agreed upon prior to the enrollment of the pupil. This provision shall be allowed for 90 days during which time the contract shall be consummated.”

e. Late Payment

If the payment is not postmarked from the LEA within forty-five (45) days of the receipt of the invoice, the LEA agrees to pay an additional fee of 1.5% interest per month on amounts not paid, such interest being calculated beginning day forty-six (46) from receipt of the invoice. Interest shall be calculated in accordance with standard accounting procedures. The CONTRACTOR shall bill the LEA for the interest. Failure by the LEA to pay an appropriately submitted invoice within 90 days of receipt may be considered a breach of contract.

f. Medi-Cal Reimbursement

Documentation of LEA Medi-CAL Billable Services will be completed by the provider. All documentation of provider services shall be given to the District/SELPA for reimbursement submissions to Medi-Cal. The contractor will not submit any claims in the LBO (LEA) program and the LEA has the right to submit claims for reimbursement.

4.2 RIGHT TO WITHHOLD

The LEA has the right to withhold payment to the CONTRACTOR when the LEA has reliable evidence, described in writing to the CONTRACTOR at the time the notice of withholding is submitted that: (A) service is provided by personnel who are not appropriately credentialed/licensed; (B) records required by the LEA prior to school closure with respect to one or more LEA pupil(s) enrolled in CONTRACTOR’s educational program have not been received; (C) the CONTRACTOR confirms a pupil’s change of residence to another district but neglects to notify the LEA within 5 days; or (D) the CONTRACTOR fails to notify the LEA within 5 days after the 10<sup>th</sup> consecutive school day of a pupil’s absence. If the basis for withholding is subsections (B) (C) or (D) of this section the LEA may only withhold the proportionate amount of the bill related to that pupil. If the basis for withholding is subsection (A) of this section, the LEA may only withhold payment for services provided by that personnel.

The LEA shall notify CONTRACTOR in writing within 10 working days of receipt of an invoice of any reason why requested payment shall not be paid. (EC section 56366.5(a)). Such notice shall specify the basis for the LEA’s withholding payment and shall be made pursuant to Section 2.3 (Notices) of this contract. If no notice of withholding is provided to CONTRACTOR within 10 working days of receipt of an invoice, the LEA shall not withhold any payment. Within fourteen (14) days from the date of receipt of such notice, the CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for the LEA’s withholding payment. Upon receipt of the CONTRACTOR’S written request showing good cause sent pursuant to Section 2.3 (Notices) of this Contract, the LEA shall extend the CONTRACTOR’S time to respond by an additional fourteen days. The CONTRACTOR shall submit rebilling for payment no later than thirty (30) calendar days when an invoice is returned to the CONTRACTOR with a notice of withholding. Upon verification of remediation of identified deficiencies and receipt of rebilling, the LEA shall pay the resubmitted invoice in accordance with Schools: Section 4.1, Agencies: Section 5.1 (Rate Schedule) of this contract. If CONTRACTOR does not resubmit sufficient rebilling or verify remediation of identified deficiencies within thirty (30) calendar days, that shall constitute a reason to continue to withhold payment unless and until CONTRACTOR resubmits the bill and corrects the deficiencies as noted in the original notice of withholding.

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4.3 INSPECTION AND AUDIT

a. Maintenance of Fiscal Records

The CONTRACTOR shall maintain cost data in sufficient detail to verify the annual operating budget in providing education and designated instructional services to children with disabilities and shall make that data available to the LEA upon reasonable request consistent with the provisions of this section. Fiscal records shall be maintained by the CONTRACTOR for five years and shall be available for audit consistent with the provisions of this section.

b. Maintenance of Student Records

District of residence is the custodian of the student records.

c. LEA Access to Documents Related to the Master Contract

The CONTRACTOR shall provide access to, or forward copies of, any documents or other matters relating to the contract within 20 days upon reasonable request by the LEA except as otherwise provided by law. The reason for this request for records shall be provided to the CONTRACTOR at the time it is made. The CONTRACTOR may request from the LEA an extension of time to comply with any records request, which shall not be unreasonably withheld. Such documents may include: 1) registers and roll books of teachers; 2) daily service logs and notes or other documents used to record the provision of related services; 3) absence verification records; 4) transportation records; 5) staff lists specifying credentials held, business and/or professional licenses held documents evidencing other qualifications; 6) dates of hire, and dates of termination; 7) staff time sheets; 8) non-paid volunteer sign-in sheets; 9) related services contracts; 10) school calendars; 11) bell/class schedules; 12) liability and workers' compensation insurance policies; 13) state nonpublic school certifications; 14) marketing materials; 15) statements of income and expenses; 16) general ledgers and supporting documents; 17) all budgetary information and projections submitted by the CONTRACTOR to LEA for purpose of contract negotiations.

d. Audit Exceptions

The CONTRACTOR agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions identified by appropriate LEA personnel or State or Federal audit agencies occurring as a result of the CONTRACTOR's performance of this contract. The CONTRACTOR also agrees to pay to the LEA within thirty days of demand by LEA for any financial penalties resulting from any audit exceptions to the extent they are attributable to the CONTRACTOR's failure to perform properly any of its obligations under this contract unless the LEA agrees to different terms in writing and any demand by LEA for such payment shall be made pursuant to the notice provisions of Section 2.3 of this contract. Any, and all audit exceptions must be specified in complete detail before any demand from the LEA for any amount set forth therein.

e. Reasons for Unannounced Visits

LEA and/or Special Education Local Plan Area representatives may make unannounced inspections when there is a concern regarding the health, safety, or welfare of a child, or a substantial concern regarding the implementation of the IEP.

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**SECTION 5: SIGNATURES**

This Nonpublic Master Contract 2017-2018, including its component parts, may be signed in counterparts and the signatures may appear on separate signature pages. A copy and/or original, with all signatures attached, shall be deemed a fully executed document. A facsimile version of any party's signature shall be deemed an original. The parties hereto have executed this Contract by and through their duly authorized agents or representatives as indicated by their signatures.

This contract is effective on July 1, 2017 and terminates at 5:00 p.m. on June 30, 2018 unless sooner terminated as provided herein.

**CONTRACTOR**

Nonpublic  School  Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Sara Palmer, Founder & CEO  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Russell Coronado, Senior SELPA Director  
(Type) Name and Title

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**LEA**

Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

J. Arturo Sanchez Macias, Deputy Superintendent  
(Type) Name and Title

LEA Board Approval DATE: \_\_\_\_\_

# 2017-2018 Nonpublic Master Contract

## Appendix B: Agencies



San Diego County Office of Education  
Student Services and Programs Division  
**Special Education Department**

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**NONPUBLIC MASTER CONTRACT**  
**Appendix B: Agencies**

CONTRACT YEAR 2017-2018

**SECTION 1: EDUCATIONAL PROGRAM**

1.1 ADMISSION/ENROLLMENT PROCEDURES

Prior to the CONTRACTOR deciding whether or not to enroll a pupil, the LEA shall provide the CONTRACTOR a copy of the pupil's current IEP/IFSP, and facilitate an observation of the pupil, data gathering from the current or prior education providers, and any other reasonable information gathering CONTRACTOR wishes to undertake prior to making an enrollment decision. The CONTRACTOR retains the right to decline enrollment of any pupil and nothing in this contract shall be construed to limit this right.

If a pupil is being considered for enrollment, his or her IEP/IFSP shall be reviewed in collaboration with the LEA, CONTRACTOR, parents, and other invited participants, as appropriate.

The CONTRACTOR shall notify the LEA of its decision to decline enrollment or the effective date of enrollment of the pupil in accordance with Section 9 (Notices) of this contract within 10 working days of receipt of the referral.

1.2 SUPPLIES AND EQUIPMENT

The CONTRACTOR shall be responsible for providing all standard and usual supplies and equipment required for the general program provided by CONTRACTOR. If an individual pupil's IEP/IFSP requires specialized equipment and/or supplies beyond the CONTRACTOR'S general program, the LEA shall provide them unless otherwise specified in the Individual Services Agreement. The LEA shall provide the low incidence equipment assigned to the pupil through the IEP/IFSP unless CONTRACTOR specifically agrees in the Individual Services Agreement to provide the low incidence equipment. Supplies and/or equipment purchased and/or provided by the LEA remain the property of the LEA and supplies and/or equipment purchased and/or provided by CONTRACTOR remain the property of CONTRACTOR, if not specifically reimbursed by the LEA for that specific supply or equipment. If the CONTRACTOR provides DIS and/or related services, the CONTRACTOR shall be responsible for providing usual and reasonable supplies and assessment tools necessary to implement the provision of services unless otherwise agreed in the Individual Services Agreement.

1.3 CALENDAR

The CONTRACTOR shall only provide designated instruction and services during the period of the pupil's regular or extended school year program, or both, at the location designated by the IEP, unless otherwise specified by the pupil's IEP/IFSP. The CONTRACTOR shall observe the following legal holidays including Independence Day, Veteran's Day, Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Dr. Martin Luther King Jr. Day, President's Day, and Memorial Day, as specified in the CONTRACTOR'S official calendar. Make-up sessions may be scheduled for other days of school vacations.

1.4 PARENT VISITS/COMMUNICATION

- a. The CONTRACTOR shall provide for reasonable parental visits to all of the agency facilities including, but not limited to, the instructional setting attended by pupils and recreational activity areas. CONTRACTOR shall notify case manager or other authorized district representative of all planned parental visits, and provide opportunity for case manager or other district representative to attend visit. The CONTRACTOR shall use its good faith efforts to provide that parental visits are in agreement with a court order, if any.

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- b. All communication between CONTRACTOR and Parent regarding programmatic decisions must include case manager or other authorized IEP team member, unless authorized by LEA representative or case manager, regarding program recommendations.

1.5 OWNERSHIP

All activity plans, token systems, reinforce systems or inventories, visual schedules, data, drills, progress reports, quarterly reports, behavior intervention plans, behavior support plans, behavior graphs, student assessment results, and program materials created specifically for individual pupils by CONTRACTOR under this Agreement shall be the joint property of CONTRACTOR and LEA.

1.6 STAFF ABSENCES

When a provider is absent, The CONTRACTOR shall provide appropriate coverage in accordance with EC section 56061. The CONTRACTOR shall provide the LEA the documentation of such coverage upon request. As appropriate, the CONTRACTOR and the LEA may make arrangements for make-up sessions, usually within 30 days, at a mutually convenient time and location if appropriate staff is not available to provide coverage for staff absences.

CONTRACTORS who provide nurses, 1:1 aides or 1:1 behavior intervention staff in accordance with an individual student's IEP/IFSP shall provide substitute coverage when the staff member is absent, unless other arrangements have been made with the LEA on a case by case basis.

**SECTION 2: ATTENDANCE**

The CONTRACTOR shall keep original records of services provided to each pupil in a register, report or record with the pupil's absences clearly indicated. The CONTRACTOR shall file the signed copies of such service logs with monthly invoices to the LEA within thirty (30) days of the close of the school month. The documents and reports identified in this section shall be provided to LEA pursuant to the provisions in Section 2.3 (Notices) of the Nonpublic Master Contract Main Document. The CONTRACTOR is responsible for verifying accuracy of the service logs and for informing subcontractors of their personal responsibility for the completion and accuracy of said forms. A unit of service for payment purposes is one session as specified in the pupil's IEP/IFSP.

If a pupil's absences exceed more than ten days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to review the placement, modify the IEP/IFSP if appropriate, or determine another appropriate placement option for the student.

If a CONTRACTOR attempts to provide services for 5 consecutive days or sessions, and the student is not available for the service, the CONTRACTOR may suspend the Individual Services Agreement and notify the district of the need to convene a meeting of the IEP/IFSP team to attempt to resolve the problem. If a pupil's absences exceed more than ten unreimbursed days, the CONTRACTOR may notify the LEA of the intent to terminate the Individual Services Agreement and if it does, at the same time it shall request an IEP/IFSP meeting. Said notice shall be provided pursuant to Section 9 (Notices) of this contract. Upon receipt of this request, the LEA shall convene an IEP/IFSP meeting as soon as possible to determine another appropriate placement option for the student.

**SECTION 3: SAFETY**

3.1 SAFE AND APPROPRIATE ENVIRONMENT

If nonpublic agency services are not provided on a school site, the CONTRACTOR shall be responsible for providing facilities in which it provides the services agreed to in the Individual Services Agreement, unless there is written agreement to the contrary. CONTRACTOR shall comply with applicable law with respect to the structural specifications of the facilities in which it provides services. CONTRACTOR shall comply with all applicable local, county, and/or state ordinances and statutes relating to fire

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health, sanitation and building safety. If services are provided at a school site, the CONTRACTOR shall participate in the regularly scheduled fire, earthquake, and disaster drills as appropriate.

When the IEP specifies that NPA services are to be provided in the child's home, the parent/guardian or another adult caregiver designated by the parent shall be present in the home while the services are delivered.

**SECTION 4: CONFLICT OF INTEREST**

All recommendations for service by CONTRACTOR are the decisions of the IEP team.

To the extent required by EC section 56366.3, CONTRACTOR shall not provide special education and related services, administration, or supervision by an individual who is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days, except if the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to 10 months of the school year by the district, special education local plan area, or county office. For purposes of this section the special education local plan area shall be the special education local plan area of which the LEA is a member and the county office shall refer to the San Diego County Office of Education.

In terms of determining whether an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or whether the individual was involuntarily terminated or laid off as part of necessary staff reductions from the contracting district, special education local plan area, or county office, the information provided to the CONTRACTOR by the individual in his or her application for employment, resume, or other paperwork, shall be conclusive evidence on this issue for purposes of determining compliance (if required) with EC section 56366.3. No payment shall be withheld or reimbursement demanded from CONTRACTOR if the individual failed to disclose on his or her application, resume, or paperwork, submitted to the CONTRACTOR that he or she is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days or misstates the reason for separation. However, if the LEA subsequently provides CONTRACTOR written notice (pursuant to Section 9 of this contract) that an individual who provides special education and related services, administration, or supervision, is or was an employee of a contracting district, special education local plan area, or county office within the last 365 days (and was not involuntarily terminated or laid off as part of necessary staff reductions) the CONTRACTOR shall have five school days from receipt of the written notice to investigate the matter and to determine the accurate facts and whether the individual should be terminated. The CONTRACTOR shall not be subject to any payment withholding or reimbursement demands ("penalties") for the time period prior to receiving the written notice or for the five school days after such written notice is received.

The CONTRACTOR shall be subject to penalties required by EC section 56366.3, commencing the sixth school day after such notice is provided only if both of the following conditions occur: 1) if it is determined that the individual was an employee of a contracting district, special education local plan area, or county office within the last 365 days and was not involuntarily terminated or laid off as part of necessary staff reductions and 2) if the individual was not terminated prior to the sixth school day after receiving written notice from the LEA, special education local plan, or county office, or did not otherwise stop providing special education and related services, administration or supervision on behalf of CONTRACTOR. If the CONTRACTOR is subject to penalties, the time period for which penalties may be assessed, if required by EC section 56366.3, shall not be retroactive but shall only commence on the sixth school day after the CONTRACTOR received written notice from the LEA as specified in this paragraph. The penalty, if imposed, shall only apply to the salary of the person who was previously employed by an LEA within the last 365 days.

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**SECTION 5: FINANCIAL**

5.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: Staff Rehab

The CONTRACTOR NUMBER: 1A-30-199

Education service(s) offered by the CONTRACTOR, and the charges for such service(s) during the term of this contract, shall be as follows:

| <u>RELATED SERVICES</u>   | <u>RATE</u>  | <u>PERIOD</u> |
|---|--------------|---------------|
| <u>Intensive Individual Services (340)</u>                            | _____        | _____         |
| <u>Individual and Small Group Instruction (Ages 3-5 only) (350)</u>   | _____        | _____         |
| <u>Language and Speech (415)</u>                                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - SLP-A (Credentialed)</u>               | _____        | _____         |
| <u>Language and Speech (415) – Speech Therapy Assistant</u>           | _____        | _____         |
| <u>Language and Speech (415) – Bilingual SLP</u>                      | <u>75.00</u> | <u>hour</u>   |
| <u>Language and Speech (415) - Assessment</u>                         | _____        | _____         |
| <u>Adapted Physical Education (425)</u>                               | _____        | _____         |
| <u>Adapted Physical Education Assessment (425)</u>                    | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care LVN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care RN (435)</u>  | _____        | _____         |
| <u>Health and Nursing: Specialized Physical Health Care CRN (435)</u> | _____        | _____         |
| <u>Health and Nursing: Other Services LVN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services RN (436)</u>                    | _____        | _____         |
| <u>Health and Nursing: Other Services CRN (436)</u>                   | _____        | _____         |
| <u>Health and Nursing: Other Services Health Aide/CNA (436)</u>       | _____        | _____         |
| <u>Assistive Technology Services – Credentialed (445)</u>             | _____        | _____         |
| <u>Assistive Technology Services - Classified (445)</u>               | _____        | _____         |
| <u>Assistive Technology Services Assessment (445)</u>                 | _____        | _____         |
| <u>Occupational Therapy (450)</u>                                     | _____        | _____         |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

|   |       |       |
|---|-------|-------|
| <u>Occupational Therapy (450) – Certified OT Assistant</u>              | _____ | _____ |
| <u>Occupational Therapy (460) - Assessment</u>                          | _____ | _____ |
| <u>Physical Therapy (460)</u>   | _____ | _____ |
| <u>Physical Therapy PT Assistant (460)</u>                              | _____ | _____ |
| <u>Physical Therapy Assessment (460)</u>                                | _____ | _____ |
| <u>Individual Counseling (510)</u>                                      | _____ | _____ |
| <u>Counseling and Guidance (515)</u>                                    | _____ | _____ |
| <u>Parent Counseling (520)</u>  | _____ | _____ |
| <u>Social Work Services (525)</u>                                       | _____ | _____ |
| <u>Psychological Services (530)</u>                                     | _____ | _____ |
| <u>Psychological Services Assessment (530)</u>                          | _____ | _____ |
| <u>Behavior Intervention Services (535)</u>                             | _____ | _____ |
| <u>Behavior Intervention Services (535) - Supervision</u>               | _____ | _____ |
| <u>Behavior Intervention Services (535) – Other Provider/Beh.Tech</u>   | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities (610)</u>        | _____ | _____ |
| <u>Specialized Services for Low Incidence Disabilities Assess (610)</u> | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing (710)</u>                       | _____ | _____ |
| <u>Specialized Deaf and Hard of Hearing Assessment (710)</u>            | _____ | _____ |
| <u>Interpreter Services (715)</u>                                       | _____ | _____ |
| <u>Interpreter Services Shift Differential (715)</u>                    | _____ | _____ |
| <u>Audiological Services (720)</u>                                      | _____ | _____ |
| <u>Audiological Services Assessment (720)</u>                           | _____ | _____ |
| <u>Specialized Vision Services (725)</u>                                | _____ | _____ |
| <u>Specialized Vision Services Assessment (725)</u>                     | _____ | _____ |
| <u>Orientation and Mobility (730)</u>                                   | _____ | _____ |
| <u>Orientation and Mobility Assessment (730)</u>                        | _____ | _____ |
| <u>Braille Transcription (735)</u>                                      | _____ | _____ |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT  
APPENDIX B: AGENCIES  
2017-2018**

|   |  |  |
|---|--|--|
| Specialized Orthopedic Services (740)                       |  |  |
| Specialized Orthopedic Services Assessment (740)            |  |  |
| Reader Services (745)                                       |  |  |
| Note Taking Services (750)                                  |  |  |
| Transcription Services (755)                                |  |  |
| Recreation Services, Including Therapeutic (760)            |  |  |
| College Awareness Preparation (820)                         |  |  |
| Vocational Assessment, Counseling/Guidance Assessment (830) |  |  |
| Career Awareness (840)                                      |  |  |
| Work Experience Education (850)                             |  |  |
| Job Coaching (855)  |  |  |
| Mentoring (860)   |  |  |
| Agency Linkages (referral and placement) (865)              |  |  |
| Travel Training (870)                                       |  |  |
| Other Transition Services (890)                             |  |  |
| Other (900) Music Therapy                                   |  |  |
| Other (900) Vision Therapy                                  |  |  |
| Transportation – Emergency                                  |  |  |
| Bus Passes  |  |  |
| Professional Development                                    |  |  |

NOTES: \_\_\_\_\_

\*Parent transportation reimbursement rates to be set forth in Individual Services Agreements.

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
*2017-2018*

**SECTION 6: APPROVALS**

**CONTRACTOR**  
Nonpublic Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Sara Palmer, Founder & CEO  
\_\_\_\_\_  
(Type) Name and Title

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APPROVED AS TO FORM:

**SELPA DIRECTOR**

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Russell Coronado, Senior SELPA Director  
\_\_\_\_\_  
(Type) Name and Title

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**LEA**  
Local Educational Agency

\_\_\_\_\_  
Authorized Representative Signature

DATE: \_\_\_\_\_

Arturo Sanchez Macias, Deputy Superintendent  
\_\_\_\_\_  
(Type) Name and Title

LEA Board Approval

DATE: \_\_\_\_\_

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

**INTERIM WRITTEN APPROVAL**

**For Provision of Special Education/Related Services and Payment**

Pursuant to Section 1.1 of the Master Contract (Main Document),  
the Local Education Agency (LEA) San Ysidro School District  
provides to the CONTRACTOR Staff Rehab  
interim written approval for CONTRACTOR to provide the agreed upon Special Education and/or Related Services  
identified in the most recent IEP/IFSP of all special education students with speech services,  
(Student Name)  
at the rates set forth in Schools: Section 4.1 of the Master Contract for the 2017 - 2018 Contract Year.  
Anticipated Student Start Date: August 17, 2017.

This interim written approval shall be for a maximum period of 90 days, beginning with the anticipated student start date at the nonpublic school or nonpublic agency. If an Individual Services Agreement and/or Master Contract is not completed and executed by the LEA and the CONTRACTOR within this 90 day period, the LEA or CONTRACTOR may request an IEP meeting to be held as soon as possible to discuss a change in placement for the pupil. The LEA shall continue to reimburse the CONTRACTOR as set forth in the interim written approval, or as otherwise agreed by the parties in writing, pending any change in placement or subsequent execution of an Individual Services Agreement.

This interim written approval does not require the CONTRACTOR to provide services for 90 days, or for any maximum period of time. The parties have already agreed, or may agree, to hold an IEP meeting within 30 days of the student's first day of attendance.

Agreed to by the District Representative of the Special Education Unit of the LEA:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

J. Arturo Sanchez Macias, Deputy Superintendent  
Name/Title

Agreed to by the CONTRACTOR:

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

Sara Palmer, Founder & CEO  
Name/Title

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

**INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC AGENCY SERVICES**  
 (Education Code Sections 56365 et seq.)

This agreement is effective on \_\_\_\_\_ or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 201\_\_\_\_\_, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency \_\_\_\_\_ Nonpublic Agency \_\_\_\_\_

LEA Case Manager: Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Pupil Name \_\_\_\_\_ Sex:  M  F Grade: \_\_\_\_\_  
 (Last) (First) (M.I.)

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

DOB \_\_\_\_\_ Residential Setting:  Home  Foster  LCI # \_\_\_\_\_  OTHER \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Phone ( ) \_\_\_\_\_ (Residence) (Business)  
 Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_  
 (If different from student)

**AGREEMENT TERMS:**

**A. DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Intensive Individual Services (340)                              |          |     |               |  |                  |                            |  |
| Individual and Small Group Instruction (Ages 3-5 only) (350)     |          |     |               |  |                  |                            |  |
| Language and Speech (415)  |          |     |               |  |                  |                            |  |
| Language and Speech – SLP-A (Credentialed) (415)                 |          |     |               |  |                  |                            |  |
| Language and Speech – Speech Therapy Assistant (415)             |          |     |               |  |                  |                            |  |
| Language and Speech – Bilingual SLP (415)                        |          |     |               |  |                  |                            |  |
| Language and Speech – Assessment (415)                           |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. (425)                                       |          |     |               |  |                  |                            |  |
| Adapted Physical Ed. - Assessment (425)                          |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - LVN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - RN (435)  |          |     |               |  |                  |                            |  |
| Health and Nursing: Specialized Physical Health Care - CRN (435) |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - LVN (436)                   |          |     |               |  |                  |                            |  |

12B.15

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE  | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|--|----------|-----|---------------|--|------------------|----------------------------|--|
|  | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Health and Nursing Services: Other - RN (436)                          |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - CRN (436)                         |          |     |               |  |                  |                            |  |
| Health and Nursing Services: Other - Health Aide/CNA (436)             |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Credentialed (445)                     |          |     |               |  |                  |                            |  |
| Assistive Technology Services – Classified (445)                       |          |     |               |  |                  |                            |  |
| Assistive Technology Services - Assessment (445)                       |          |     |               |  |                  |                            |  |
| Occupational Therapy (450)   |          |     |               |  |                  |                            |  |
| Occupational Therapy – Certified OT Assistant (450)                    |          |     |               |  |                  |                            |  |
| Occupational Therapy – Assessment (450)                                |          |     |               |  |                  |                            |  |
| Physical Therapy (460)   |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assistant (460)                                  |          |     |               |  |                  |                            |  |
| Physical Therapy - PT Assessment (460)                                 |          |     |               |  |                  |                            |  |
| Individual Counseling (510)  |          |     |               |  |                  |                            |  |
| Counseling and Guidance (515)  |          |     |               |  |                  |                            |  |
| Parent Counseling (520)  |          |     |               |  |                  |                            |  |
| Social Work Services (525)   |          |     |               |  |                  |                            |  |
| Psychological Services (530)   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services (535)                                   |          |     |               |  |                  |                            |  |
| Behavior Intervention Services - Supervision (535)                     |          |     |               |  |                  |                            |  |
| Behavior Intervention Services – Other Provider (535)                  |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities (610)              |          |     |               |  |                  |                            |  |
| Specialized Services for Low Incidence Disabilities – Assessment (610) |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services (710)                    |          |     |               |  |                  |                            |  |
| Specialized Deaf and Hard of Hearing Services – Assessment (710)       |          |     |               |  |                  |                            |  |

**12B.15**

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE   | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---|----------|-----|---------------|--|------------------|----------------------------|--|
|   | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Interpreter Services (715)  |          |     |               |  |                  |                            |  |
| Interpreter Services – Shift Differential (715)                         |          |     |               |  |                  |                            |  |
| Audiological Services (720)   |          |     |               |  |                  |                            |  |
| Audiological Services Assessment (720)                                  |          |     |               |  |                  |                            |  |
| Specialized Vision Services (725)                                       |          |     |               |  |                  |                            |  |
| Specialized Vision Services Assessment (725)                            |          |     |               |  |                  |                            |  |
| Orientation and Mobility (730)  |          |     |               |  |                  |                            |  |
| Orientation and Mobility Assessment (730)                               |          |     |               |  |                  |                            |  |
| Braille Transcription (735)   |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service (740)                                    |          |     |               |  |                  |                            |  |
| Specialized Orthopedic Service Assessment (740)                         |          |     |               |  |                  |                            |  |
| Reader Services (745)   |          |     |               |  |                  |                            |  |
| Note Taking Services (750)  |          |     |               |  |                  |                            |  |
| Transcription Services (755)  |          |     |               |  |                  |                            |  |
| Recreation Services, Including Therapeutic (760)                        |          |     |               |  |                  |                            |  |
| College Awareness Preparation (820)                                     |          |     |               |  |                  |                            |  |
| Vocational Assessment, Counseling, Guidance and Career Assessment (830) |          |     |               |  |                  |                            |  |
| Career Awareness (840)  |          |     |               |  |                  |                            |  |
| Work Experience Education (850)   |          |     |               |  |                  |                            |  |
| Job Coaching (855)  |          |     |               |  |                  |                            |  |
| Mentoring (860)   |          |     |               |  |                  |                            |  |
| Agency Linkages (referral and placement) (865)                          |          |     |               |  |                  |                            | <b>12B.15</b>                                      |

**SAN DIEGO COUNTY NONPUBLIC MASTER CONTRACT**  
**APPENDIX B: AGENCIES**  
**2017-2018**

| SERVICE                         | Provider |     |               | # of Times per wk/mo/yr., Duration; or per IEP; or as needed | Cost per session | Maximum Number of Sessions | Estimated Maximum Total Cost for Contracted Period |
|---------------------------------|----------|-----|---------------|--|------------------|----------------------------|--|
|                                 | LEA      | NPA | OTHER Specify |  |                  |                            |  |
| Travel Training (870)           |          |     |               |  |                  |                            |  |
| Other Transition Services (890) |          |     |               |  |                  |                            |  |
| Other (900) Music Therapy       |          |     |               |  |                  |                            |  |
| Other (900) Vision Therapy      |          |     |               |  |                  |                            |  |
| Transportation-Emergency        |          |     |               |  |                  |                            |  |
| Bus Passes                      |          |     |               |  |                  |                            |  |
| Professional Development        |          |     |               |  |                  |                            |  |

ESTIMATED MAXIMUM RELATED SERVICES COST (A)\$ \_\_\_\_\_

1. Other Provisions/Attachments:

\_\_\_\_\_

\_\_\_\_\_

MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON \_\_\_\_\_

INDIVIDUAL SERVICES AGREEMENT APPROVED BY CASE MANAGER:

\_\_\_\_\_  
 (Signature) (Date)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-DISTRICT-

\_\_\_\_\_  
 (Name of Nonpublic Agency) (Name of School District)

\_\_\_\_\_  
 (Signature) (Date) (Signature) (Date)

\_\_\_\_\_  
 (Name and Title) (Name of Superintendent or Authorized Designee)

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Special Education  
Janette Ridgels, Interim Director

**AGENDA ITEM:** AMENDMENT TO THE AGREEMENT WITH CAROLYN KARINEN FOR EXTENDED SCHOOL YEAR 2017

**BACKGROUND INFORMATION:**

Carolyn Karinen, CCC-SLP, a non-public agency, will be providing speech services for special education students participating in Extended School Year 2017, per their Individualized Education Programs (IEPs), in order to meet Federal Regulations and Compliance. The Speech and Language Pathologist (SLP) will also conduct initial evaluations to students who are transitioning to preschool program.

\$75.00 per hour x 5.5 hours a day x 19 days (for speech therapy): \$7,837.50.

\$75.00 per hour x 58 hours (for initial evaluations): \$4,350.00

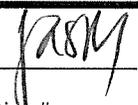
Total: \$12,187.50

**RECOMMENDATION:**

Approve the amendment to the agreement with Carolyn Karinen, CCC-SLP, to provide speech therapy/evaluations to special education students for Extended School Year 2017, at an estimated cost not to exceed \$12,187.50 from the Special Education fund.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

Are funds for this item included in the 2016-17 & 2017-18 Budget?

Requisition #

Yes     No

Yes     No

Estimated

\$12,187.50

(Amount)

Special Education

(Name of funding source and/or location)

0100-65005001-3900-5600-005-052

(Funding account number)

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**



Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**PROFESSIONAL SERVICES AGREEMENT  
WITH  
CAROLYN KARINEN, CCC-SLP**

For Speech Services

**AMENDMENT**

This AMENDMENT is made effective on June 9, 2017, and it is made by and between Carolyn Karinen, CCC-SLP, hereafter called "Speech & Language Pathologist" or "SLP" and the San Ysidro School District, hereafter called "District."

WHEREAS, the SLP, who is specifically qualified to provide consulting services for educational purposes, desires to provide services to the District during the Extended School Year 2017.

WHEREAS, the Consultant and District's current agreement dated May 30, 2017 currently provides SLP services, initial and triennial assessments for students who require speech therapy and speech evaluations and participates in IEP meetings to present assessment results and students' progress.

WHEREAS, the District would like to include additional services such as initial evaluations, preparing benchmarks and attending IEP meetings at an additional cost not to exceed \$4,350.00.

NOW, THEREFORE, The Consultant and the District agree as follows:

Per Section 5.8 of original agreement:

The District would like to amend the services being provided by Consultant as stated above and request an increase of \$4,350.00 to original contract. The new contract not to exceed amount is \$12,187.50. All other terms and conditions on original agreement dated May 30, 2017 remain the same.

Authorized representatives of the parties have executed this Amendment as indicated below.

CONSULTANT:

DISTRICT:

Carolyn Karinen,  
CCC-SLP  
4319 Allen School Lane  
Bonita, CA 91902  
(619) 322-4330

San Ysidro School District  
4350 Otay Mesa Road  
San Ysidro, CA 92173  
(619) 428-4476

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Carolyn Karinen, CCC-SLP  
Name & Title

\_\_\_\_\_  
J. Arturo Sanchez- Macias, Deputy Superintendent  
Name & Title

\_\_\_\_\_  
Carolyn.karinen@sbsd.k12.ca.us  
Email

\_\_\_\_\_  
arturo.macias@sbsd.k12.ca.us  
Email

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Board approved

**12B.16**

**Page 2 of 2**

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** AGREEMENT WITH BKF ENGINEERS - REVISED

**BACKGROUND INFORMATION:**

The District is going through an extensive reconfiguration and modernization of school sites. In order to proceed with the established timeline and to have all the necessary reports required by the Department of the State Architect (DSA) and other State entities, the District needs experienced company that will conduct studies at the school sites, in particular the Smythe and La Mirada School projects.

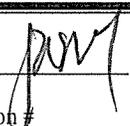
BKF Engineers is an engineering company with more than 100 years of experience. They have extensive local knowledge that provides an understanding of issues relating to feasibility, permitting, and entitlement approvals. The District recommends to retain the services of BKF Engineers to conduct the following:

- Topographic Surveying \$7,000.00
- Construction Documents \$19,500.00
- Construction Support \$2,200.00
- Storm Water Pollution Prevention Plan (Optional) \$5,000.00
- Reimbursable expenses (Estimate) \$600.00

**RECOMMENDATION:**

Approve/Ratify the revised agreement with BKF Engineers to assist in the modernization projects at Smythe and La Mirada Schools at an estimated cost of \$34,300.00 from the building fund.

---

|   |  |                                    |                                 |   |   |
|---|--|------------------------------------|---------------------------------|---|---|
| <input type="checkbox"/> Renewal                                    | <input type="checkbox"/> New   | <input type="checkbox"/> Amendment | <input type="checkbox"/> Ratify | <input checked="" type="checkbox"/> Other - REVISED | Business Services Reviewed:  |
| Financial Implications?   | Are funds for this item available in the 2016-17 & 2017-18 Budget?                     |                                    |                                 | Requisition #                                       |   |
| <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                    |                                    |                                 | <input type="text"/>                                |   |
| <input type="text" value="\$34,300.00"/><br>(Amount)                | <input type="text" value="Building Fund"/><br>(Name of funding source and/or location) |                                    |                                 | <input type="text"/><br>(Funding account number)    |   |

---

Recommended for:  Approval     Denial    Certification Requested  Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT**

4350 Otay Mesa Road, San Ysidro, CA 92173

**PROFESSIONAL SERVICES AGREEMENT**

This agreement is made and entered into this 9<sup>th</sup> day of June, 2017, by and between the San Ysidro School District, hereinafter called the "District", and

BKF Engineers  
Company/Consultant

(949) 526-8460  
Telephone Number

4675 MacArthur Court, Suite 400, Newport Beach, CA 92660  
Address

crideout@bkf.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 "A"** 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.

**1.2 TERM**

Initial Term:

From: June 9, 2017 To: Completion of project

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.

**2 FEES AND PAYMENTS**

**2.1 FEES**

District shall pay Consultant for the specified services as reflected on **Exhibit A** 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, but not more than 30 days.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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 direction and amendments from District as herein provided. Consultant shall have no authority, express or implied, pursuant 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.

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## 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 subConsultant or employee to commence work until it has provided evidence satisfactory to the District.

(2) Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, 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, representatives, and employees. Such insurance shall survive after this agreement as permitted by law.

### MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL)**: Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be **\$2,000,000** the required occurrence limit.
2. **Automobile Liability**: ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
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 \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. *(If applicable – see footnote next page)*
5. **Improper Sexual Conduct**: \$1,000,000 per occurrence with an aggregate of not less than \$2,000,000.

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.

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## 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.

## **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.

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## 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 direct by District.

(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,

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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 reasonable attorneys' fees, for injury or death of any person, or damage to property, or interference with use of property, arising out of 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.

## 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.

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## 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.

|                      |                                     |
|----------------------|-------------------------------------|
| <b>CONSULTANT:</b>   | <b>BKF ENGINEERS</b>                |
| Name:                | Chris Rideout, PE                   |
| Title:               | Principal                           |
| Address:             | 4675 MacArthur Court, Suite 400     |
| City/State/Zip Code: | Newport Beach, CA 92660             |
| Telephone:           | (949) 526-8462 / Fax (949) 526-8499 |
| Email:               | crideout@bkf.com                    |

|                      |                                   |                              |
|----------------------|-----------------------------------|------------------------------|
| <b>DISTRICT:</b>     | <b>San Ysidro School District</b> |                              |
| Name:                | J. Arturo Sanchez Macias          | Victor Guzman                |
| Title:               | Deputy Superintendent             | Director of MOTF             |
| 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 x3065         |
| Email:               | arturo.macias@sysd.k12.ca.us      | Victor.guzman@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.

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**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**

**BKF Engineers**

\_\_\_\_\_  
Firm Name

**San Ysidro School District**

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name, Title

J. Arturo Sanchez Macias, Deputy Superintendent

\_\_\_\_\_  
Print Name, Title

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Board Approved

Revised: March 22, 2017

Kirsten Kepner – Project Manager  
Aguilar & Associates  
1400 Quail Street, Suite 225  
Newport Beach, CA 92660  
*Transmitted Via Email*

**Subject: Vista Del Mar School Civil Engineering and Surveying Proposal  
BKF Project No. 20172039**

Dear Ms. Kepner:

BKF Engineers welcomes the opportunity to submit this proposal for civil engineering and land surveying services regarding the Vista Del Mar School Project located in the City of San Ysidro, California. To arrive at the estimated effort required by our office for this project, we have outlined a proposed scope of services, assumptions, and associated fee based on our understanding of the project.

## PROJECT UNDERSTANDING

Based on your proposal request and information obtained from the email sent by Aguilar & Associates (Aguilar), our understanding of the project is as follows:

*The campus is experiencing flooding into the classrooms during rain events. This proposal is for the evaluation and the design of modifications for Buildings C700, C800, and C900 only. The hardscape outside the building will be surveyed and a new hardscape, drainage, and storm drainage design will be developed to eliminate the drainage from entering the classrooms. During the design of the hardscape, path of travel from all the primary entrances for the buildings mentioned above will be evaluated and if necessary a new design developed. The limits of the surveying and design as delineated on Exhibit 'A'.*

## BASIS OF DESIGN

Our proposal is based on:

As-Builts drawings provided by Aguilar on 3-8-17

Site Photos provided by Aguilar on 3-8-17

## SCOPE OF SERVICES

### TASK 1 – TOPOGRAPHIC SURVEY

- 1) Topographic Survey** – Our BKF field crews will perform a topographic survey to locate detailed topography within the site area location and where critical exit and entry doors connect to the sidewalk where ADA accessibility conformance is vital to the design. Additionally they will locate existing visible utilities within and to serve the site and obtain the rim and invert elevation of gravity utilities that serve, or are directly adjacent to, the site. Ground shots will be gathered to fully understand the existing drainage patterns and possible mitigations.

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## TASK 2 – CONSTRUCTION DOCUMENT PHASE

- 1) **Coordination** – Based on the comments and direction received from the District and Architect, BKF will prepare documents for construction. We will continue to coordinate drainage systems, hardscape, landscape and site grading with the team.
- 2) **Drawings** – We will prepare the following drawings:
  - a. Existing Conditions
  - b. Horizontal Control Plan
  - c. Precise Grading Plan
  - d. Drainage Plans
  - e. Erosion Control Plan
  - f. Construction Details
- 3) **Calculations** – BKF will prepare the following final calculations:
  - a. Storm Drain hydrology and hydraulics, if needed.
- 4) **Submittals** – BKF will provide a submittal 100% level of completion. If additional submittals for review with the District become necessary, BKF will prepare an additional fee request for approval.
- 5) **Storm Water Quality Management Plan (SWQMP) Compliance** – If needed, BKF will develop the methods to meet the SWQMP requirements for post-construction storm water discharge. BKF will work with the project architect to implement the site water quality features. BKF will prepare a Storm Water Control Report. This report will show calculations as well as site design features that will serve to treat the site stormwater.
- 6) **Specifications** – BKF will prepare final technical specifications in CSI format for elements included in our scope of work.
- 7) **Project Approval** – BKF will revise the drawings based on District comments and re-submit for review. We have allocated fee for one (1) re-submittal.
- 8) **DSA Back Check** - BKF will review the comments received from DSA for civil related items and will address these comments in both written form as well as incorporation into the plans.
- 9) **Meetings** – BKF will attend two (2) coordination meetings during the Construction Documents phase.

## TASK 3 – CONSTRUCTION SUPPORT

- 1) **Site Observation Visits** – BKF will visit the site to provide clarification of the consultant’s design intent for the contractor, architect or owner. We have allocated fee for two (2) visits. If field surveying by our survey crew is necessary to confirm grading/formwork is in conformance with the approved design, it will be additional services.
- 2) **Requests for Information** – BKF will respond in writing to written requests for information associated with civil design items.
- 3) **Submittal Review** – BKF will review and return submittals for those items included in the scope of work.
- 4) **Record Drawings and Closeout** - No As-Builts will be prepared.

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## SCOPE QUALIFICATIONS AND ASSUMPTIONS

BKF Engineers' services are limited to those expressly set forth in the scope. BKF shall have no other obligations or responsibilities for the project except as provided in this proposal letter, or as agreed to in writing. BKF will provide the scope of services consistent with, and limited to, the standard of care applicable to such services.

For the scope of work identified, we have assumed the following:

### 1) Basis of Design and Site Information

- a. **Title Report** – A title report for the property will be provided by the owner.
- b. **Geotechnical Report** – A geotechnical report for the project will be provided. At a minimum, this report should address the required paving structural sections, earthwork and compaction recommendations, soil bearing pressures, surcharge pressures, settlement issues, soil infiltration/percolation rates, groundwater levels, and corrosion recommendation.
- c. **Existing Utilities** – Unless otherwise indicated or provided by others, any existing utilities identified on BKF's drawings/plans are based on information obtained by BKF, or provided to BKF, and may not be accurately documented in their horizontal location or vertical profile. BKF highly recommends that critical facilities be potholed during design or prior to construction.
- d. **Potholing** – Potholing services are not included in this proposal unless specifically identified.
- e. **Existing Utility Capacities** – Unless otherwise addressed, existing utilities have adequate capacity to serve the proposed improvements, that they are adjacent to the site frontage and do not require main extensions, and that utility system capacity studies are not required.
- f. **Site Plan** – At the completion of the Design Development phase, the site plan is final and only minor alterations will be made. Any significant changes from the architect or owner may necessitate additional fees.

### 2) Responsibilities

- a. **Civil Engineering Scope Items** – BKF's design tasks are limited to civil work outside of the structure(s) and utility connections 5-feet outside of the structure(s) including: site grading, non-structural concrete pavement, concrete sidewalks, concrete curbs and gutters, asphalt pavement, storm drainage, wastewater, and domestic water/fire water design. BKF will provide horizontal control and striping/signage for the parking areas and building locations if included in the scope.
- b. **Architect** – The architect will be responsible for the overall site plan including accessible routes of travel, details of site accessibility signage, parking counts, site coverage calculations, trash areas/enclosures, fencing and walls. A final site plan will be provided by the Architect prior to our beginning the CD phase. All work within the building (including any podium, porches, garages, or ramps) will be the architect's scope of work.
- c. **Site Utilities** – All electric, gas, communications, and lighting improvements will be designed by others, unless specifically included in the civil scope of work. Certification of the fire protection system from the point of connection at the public water main to the building sprinkler system must be provided by a properly-licensed fire protection engineer or contractor. BKF's limit of utility design ends five feet outside the building envelope.
- d. **Site Landscape/Irrigation** – This service is not anticipated for this project.
- e. **Structural Details** – Structural calculations, design, and details for such items as reinforced concrete slabs, foundations, pads, vaults, footings, ramps, stairs, sound/site walls, and/or retaining

walls will be provided by others. This includes structural design and detailing for storm water treatment elements that retain ground, parking, or buildings foundations.

- f. **Mechanical, Electrical and Plumbing (MEP)** – All site HVAC, power, gas, communications, and low voltage improvements will be coordinated, designed, and documented by others.
- g. **Rainwater Harvesting-Recycled Water**-No design is included for rainwater harvesting. It is also assumed that the building is not double piped for the purpose of providing recycled water for toilet flushing.
- h. **Joint Trench Design** – Services to the buildings, main extensions, and/or relocation of existing 'dry' utilities (gas, electric, communication, fiber, etc.) will be led by the joint trench/electrical designers unless otherwise contracted. BKF will support their efforts and coordinate with the site design. Dry utilities designed by the joint trench consultant will be shown for coordination purposes only on the civil plans.
- i. **Lighting Design & Photometric Analysis** – Lighting design and photometric analysis for the site and public roadways will be provided by others.
- j. **Boundary/Mapping** – We have not included time to prepare additional items not contained in the mapping scope of work. Additional mapping services such as subdivision maps, private easement documents, quit claims, ALTA's, right of way dedications, etc. not specifically listed in this proposal are not included. We have assumed survey control for both the vertical and horizontal datums will be provided by the District. If additional survey control needs to be established, we can provide that service as an additional fee.
- k. **Cost Estimating** – All cost estimating will be provided by a project estimator. BKF will review the SD, DD, and CD estimates for general consistency with the plans and specifications.
- l. **Pump Stations** – Pump station design (electrical, mechanical, plumbing, and site work) is not included in the basic scope of services. We can provide pump station design service as an additional scope item at your request.

### 3) CEQA, Entitlement, and Off-Site Improvements/Studies

- a. **CEQA/EIR Consulting** – Some jurisdictions allow project sponsors to provide technical studies to support the CEQA document and review by the sponsor of the administrative draft document. We have not included time for assisting in this effort. Should this be requested, we can provide a separate scope to support this effort.
- b. **Conditions of Approval** – The proposal is based solely on the conditions of approval identified in the scope of work by BKF (if available). Any additional conditions of approval, or new conditions (if none are available with the base scope of work) will be considered additional work.
- c. **Off-Site Improvements** – Off-site improvements are limited to those described in the scope of work. If additional off-site improvements are subsequently required during the planning, entitlement process, or permitting process, we will notify you of the change in scope and provide an additional service request to cover the newscope.

### 4) Meetings

- a. **Meetings** – Meetings will be held in the Newport/San Ysidro and will have a maximum duration of four (4) hours including travel time.

## 5) Phasing, Delivery and Deliverables

- a. **Phasing** – The project will be constructed in one phase and that construction phasing plan(s), or interim condition plans, will provided by others unless otherwise indicated in the base scope of work.
- b. **Submittals** – All submittals to, and the coordination thereof, the consultant team and owner will be processed by others unless otherwise specifically indicated in the base scope of work.
- c. **Permits** – Unless otherwise specifically delineated in the scope of services, permit processing, applications, fees, and submittals to local, state, and federal agencies and utility purveyors will be provided by others (i.e. a client representative). BKF will submit to the client delineated scope deliverables for client submission to governing agencies.
- d. **Drawings** – All drawings will be prepared in AutoCAD format. We will submit copies of all drawings in both electronic and paper format.
- e. **Building Information Modeling (BIM)** – We have not included time to convert civil design or existing conditions AutoCAD files into BIM model files.

## 6) Construction

- a. **QSD Services/Storm Water Pollution and Prevention Plan (SWPPP)** – A SWPPP, the Notice of Intent, and Notice of Termination will be provided by others unless otherwise delineated in the scope of work. We have provided this service as an optional service in this proposal.
- b. **Traffic Control Plan and Construction Haul Route Plan** – These will be prepared and coordinated by the Contractor. We can provide this service as an additional scope item at your request.

- 7) **Meetings** – We have not included attendance at regularly scheduled construction meetings as part of the scope of services.

## OPTIONAL SERVICES

### OPTIONAL TASK 1 –STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

- 1) **SWPPP PREPARATION** – Because the project disturbs more than an acre it is subject to filing a Notice of Intent (NOI) to discharge. BKF will provide Qualified SWPPP Developer (QSD) services in compliance with the Construction General Permit Order 2009-0009-DWQ as amended by Order 2010-0014-DWQ, administered by the State Water Resources Control Board (SWRCB). We will provide support services to the owner's Legally Responsible Person (LRP) to submit Permit Registration Documents (PRDs) to the State's online Storm Water Multiple Application and Report Tracking System (SMARTS) program website. It is assumed the contractor or project owner will provide Qualified SWPPP practitioner services for the project. No fee is included in this proposal for these services. Because there are improvements within the public right of way, a permit from the City of San Diego/San Ysidro.

## SCHEDULE

We understand the design will begin in the March of 2017 and will proceed through DSA approval.

**1) BASE SCOPE OF WORK:**

BKF proposes to provide the services on a lump sum basis. We will invoice for our services on a percent complete basis per task summarized as follows:

| Task                   | Description            | Fee             |
|------------------------|------------------------|-----------------|
| 1                      | Topographic Surveying  | \$7,000         |
| 2                      | Construction Documents | \$19,500        |
| 3                      | Construction Support   | \$2,200         |
| <b>Total Labor Fee</b> |                        | <b>\$28,700</b> |

In addition, please budget \$600 for reimbursable expenses. Reimbursable expenses are anticipated for reproduction, mileage, express and messenger deliveries, and computer deliverable plots.

**2) OPTIONAL SERVICES:**

At your request, BKF can provide the following optional services on a time and materials not to exceed basis in accordance with the attached rate schedule.

| Optional Task   | Fee     |
|---|---------|
| Optional Task 1 – Storm Water Pollution Prevention Plan | \$5,000 |

For tasks requested by the owner or architect not defined in this scope of services, BKF will identify them as potential extra work. We can provide a scope and fee for these items or they may be tracked separately as extra work and billed on a time and materials per our attached rate schedule.

Thank you for the opportunity to present this proposal. We look forward to assisting in developing this project. Please contact me at (949) 526-8462 if you have any questions regarding our scope of services.

Sincerely

**BKF ENGINEERS**



Chris Rideout, PE  
Principal

**PROFESSIONAL PERSONNEL SERVICE FEES**  
JANUARY 1, 2017 - DECEMBER 31, 2017

**PERSONNEL**

**HOURLY RATES**

**ENGINEERING**

|                       |                                |
|-----------------------|--------------------------------|
| Senior Associate      | \$206.00                       |
| Associate             | \$200.00                       |
| Project Manager       | \$190.00 - \$196.00            |
| Engineer IV           | \$176.00                       |
| Engineer I, II, III   | \$124.00 - \$142.00 - \$162.00 |
| Engineering Assistant | \$77.00                        |
| Junior Engineer       | \$65.00                        |

**PLANNING**

|                    |                                |
|--------------------|--------------------------------|
| Planner I, II, III | \$124.00 - \$142.00 - \$162.00 |
|--------------------|--------------------------------|

**SURVEYING**

|                                 |   |
|---------------------------------|---|
| Senior Associate                | \$206.00                                  |
| Associate                       | \$200.00                                  |
| Project Manager                 | \$190.00 - \$196.00                       |
| Surveyor I, II, III, IV         | \$124.00 - \$142.00 - \$162.00 - \$176.00 |
| Survey Party Chief              | \$164.00                                  |
| Survey Chainman                 | \$106.00                                  |
| Apprentice I, II, III, IV       | \$65.00 - \$87.00 - \$96.00 - \$102.00    |
| Instrumentman                   | \$141.00                                  |
| Surveying Assistant             | \$77.00                                   |
| Junior Surveyor                 | \$65.00                                   |
| Utility Locating Superintendent | \$165.00                                  |
| Utility Locator I, II, III      | \$85.00 - \$120.00 - \$145.00             |
| BIM Specialist I, II, III       | \$124.00 - \$142.00 - \$162.00            |

**DESIGN AND DRAFTING**

|                        |  |
|------------------------|--|
| Technician I, II, III  | \$119.00 - \$127.00 - \$139.00           |
| Drafter I, II, III, IV | \$93.00 - \$103.00 - \$111.00 - \$123.00 |

**CONSTRUCTION ADMINISTRATION/QSP-QSD**

|                                   |                                |
|-----------------------------------|--------------------------------|
| Senior Construction Administrator | \$185.00                       |
| Resident Engineer                 | \$137.00                       |
| Field Engineer I, II, III         | \$124.00 - \$142.00 - \$162.00 |

**SERVICES AND EXPENSES**

|                                   |         |
|-----------------------------------|---------|
| Project Assistant                 | \$77.00 |
| Clerical/Administrative Assistant | \$65.00 |
| Delivery Services                 | \$35.00 |

Principals' time on projects is chargeable at \$230.00- \$252.00 per hour.

Charges for outside services, equipment, and facilities not furnished directly by BKF Engineers will be billed at cost plus 10%. Such charges may include, but shall not be limited to printing and reproduction services; shipping, delivery, and courier charges; subconsultant fees and expenses; special fees, permits, and insurance; transportation on public carriers, meals, and lodging; and consumable materials. Mileage will be charged at the prevailing IRS rate per mile. Monthly invoices are due within 30 days from invoice date. Interest will be charged at 0.833% per month on past due accounts. Expert witness/litigation rates are available upon request.



**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** June 8, 2017

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:**  
Business Services and District Operations  
J. Arturo Sanchez Macias, Deputy Superintendent

**AGENDA ITEM:** AGREEMENT WITH MTGL, INC.

**BACKGROUND INFORMATION:**

The District is going through an extensive reconfiguration and modernization of school sites. In order to proceed with the established timeline and to have all the necessary reports, the District needs an experienced company that will conduct studies at the Smythe and La Mirada School projects.

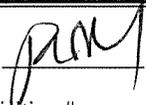
Public and non-profit private schools have distinct regulatory requirements to protect school children and school employees from exposure to asbestos and other hazardous building materials. Therefore, the District is proactive in ensuring the health and safety of our students and staff and is requesting that MTGL, Inc. conduct an Asbestos Abatement Project Monitoring & Asbestos Air Clearance Inspections at La Mirada and Smythe Schools. The cost implications are La Mirada (\$34,830.00) and Smythe (\$8,744.00).

**RECOMMENDATION:**

Approve the agreement with MTGL, Inc. to conduct an Asbestos Abatement Project Monitoring & Asbestos Air Clearance Inspections at La Mirada and Smythe Schools at an estimated cost of \$43,574.00 from the building fund.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: 

Financial Implications?

Are funds for this item available in the 2016-17 & 2017-18 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:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## PROFESSIONAL SERVICES AGREEMENT

This agreement is made and entered into this 9th day of June, 2017, by and between the San Ysidro School District, hereinafter called the "District", and

MTGL, Inc.

Company/Consultant

(714) 632-2999

Telephone Number

2992 E. La Palma Avenue, Suite A, Anaheim, CA 92806

Address

skoch@mtglinc.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 A and 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: June 9, 2017

To: To completion of project

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.

12B.18

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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 A and 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

# 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 subConsultant or employee to commence work until it has provided evidence satisfactory to the District.

(2) Minimum Requirements and Limits. Consultant shall, at its expense, procure and maintain for the duration of this Agreement, 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, representatives, and employees. Such insurance shall survive after this agreement as permitted by law.

### MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be **\$2,000,000** the required occurrence limit.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
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 \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. *(If applicable – see footnote next page)*
5. **Improper Sexual Conduct:** \$1,000,000 per occurrence with an aggregate of not less than \$2,000,000.

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.

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

## 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 directed 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.

|                      |                                     |                                     |
|----------------------|-------------------------------------|-------------------------------------|
| <b>CONSULTANT:</b>   | MTGL, INC.                          |                                     |
| Name:                |                                     | Carl Tucker                         |
| Title:               |                                     | IH, CAC, ICRA                       |
| Address:             | 2992 E. La Palma Avenue, Suite A    | 6295 Ferris Square, Suite C         |
| City/State/Zip Code: | Anaheim, CA 92806                   | San Diego, CA 92121                 |
| Telephone:           | (714) 632-2999 / Fax (714) 632-2974 | (858) 537-3999 / Fax (858) 537-3990 |
| Email:               | skoch@mtglinc.com                   | ctuck2@cox.net                      |

# SAN YSIDRO SCHOOL DISTRICT

4350 Otay Mesa Road, San Ysidro, CA 92173

|                      |                                   |                              |
|----------------------|-----------------------------------|------------------------------|
| <b>DISTRICT:</b>     | <b>San Ysidro School District</b> |                              |
| Name:                | J. Arturo Sanchez Macias          | Victor Guzman                |
| Title:               | Deputy Superintendent             | Director of MOTF             |
| 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 ext. 3065     |
| Email:               | arturo.macias@sysd.k12.ca.us      | victor.guzman@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

**MTGL, Inc.**

Firm Name

Signature of Authorized Agent

Print Name, Title

Date:

Phone Number

## DISTRICT

**San Ysidro School District**

Firm Name

Signature

J. Arturo Sanchez Macias, Deputy Superintendent

Print Name, Title

Date

Board Approved

# EXHIBIT A

CLASS # ASPECTOS CONTAINING MATERIALS RELATED WORK

02083-3

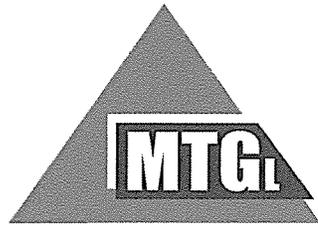
CLASS # ASPECTOS CONTAINING MATERIALS RELATED WORK

02083-3

## La Mirada Elementary School

CLASS # ASPECTOS CONTAINING MATERIALS RELATED WORK

02083-3



*Geotechnical Engineering  
Construction Inspection  
Materials Testing  
Environmental*

**Office Locations**

**Orange County  
Corporate Branch**

2992 E. La Palma Avenue  
Suite A  
Anaheim, CA 92806  
Tel: 714.632.2999  
Fax: 714.632.2974

**San Diego  
Imperial County**

6295 Ferris Sq.,  
Suite C  
San Diego, CA 92121  
Tel: 858.537.3999  
Fax: 858.537.3990

**Inland Empire**

14667 Meridian Pkwy  
Unit A  
Riverside, CA 92508  
Tel: 951.653.4999  
Fax: 951.653.4666

**Central Dispatch**

800.491.2990

www.mtglinc.com

Mr. Victor Guzman  
Director of MOTF  
San Ysidro School District  
4350 Otay Mesa Road  
San Ysidro, CA 92137

June 5, 2017  
Proposal No. SDPE-17-185.2

Re: Asbestos Abatement Project Monitoring & Asbestos Air Clearance Inspections  
and Testing

Subject: La Mirada Elementary School  
222 Avenida De La Madrid  
San Ysidro, CA 92173

Dear Mr. Guzman:

Pursuant to your request, MTGL, Inc. is pleased to submit this proposal to conduct professional services on the project referenced above. Per our communication on this project, we have evaluated your technical requirements and have developed the following specific scope of work and fee proposal.

MTGL recognizes the scope of work to include the contents of project monitoring, air sample collection and sample analysis. Work would begin following your commitment. The final report will follow within 30 working days of the completion of the project.

The total time that it would take to finish this project is based on the selected contractor and their capabilities. The Client provided schedule is five twelve hour shifts. MTGL will base proposal fees on a 12-hr. shift; 7 a.m. to 7 p.m.

Work would begin following your commitment. Testing will be performed in accordance with AHERA and State standards by appropriately certified consultants.

**Item 1**

After award of the asbestos removal project contract, perform all required duties as an On-Site Representative/Environmental Specialist before, during, and after the Asbestos Material remediation has been performed by the selected contractor and provide the San Ysidro School District with final air clearances.

MTGL, Inc. will conduct this service in the following manner:

A. Air Monitoring

**Project Logs**

Air monitoring records and projects logs will indicate how professional and how clean the removal is proceeding, whether or not there are accidental leaks or faulty seals in barriers, whether or not the outside environment is being contaminated, and most importantly, how clean

the work area finally is when it is turned back over to the public.

### **Air Sampling Protocol**

The following is an anticipated sampling design, per containment area, during actual removal operations. However, the number of samples and volume quantities will vary:

- a. **Background Samples:**  
Background sample will be taken prior to abatement to establish pre-abatement airborne fiber levels. One high volume – 1200 liters per sample – samples will be taken in each of the immediate area(s).
- b. **Work Area Samples:**  
High volume (1200 Liters) samples taken in the work area and at the workers' breathing zone. This sample is to insure the contractor is complying with OSHA 1926.1101. The work area will provide a good indication as to the contractor's proper or improper use of amended water. Up to two samples per 8-hour shift are anticipated.
- c. **Barrier Samples:**  
Monitoring on the outside of the temporary barriers to determine if leakage is occurring into non-containment area due to loss of negative pressure, faulty seals, etc. Two to four high volume (1200 Liters) samples per 8-hour day are anticipated.
- d. **Outside Environment Samples:**  
Taken at high volume (1200 Liters) at the exhaust of each unit to ensure compliance with NESHAPS air filtration efficiency. Up to two samples per 8 hour day per containment are anticipated.
- e. **Final Clearance Samples:**  
The purpose of the testing is to observe for the presence of airborne fibers using Transmission Electron Microscopy Method (TEM) analysis for determination of re-occupancy in the work area following abatement response actions in schools. A total of thirteen (13) samples will be collected from each completed work area. Five (5) samples will be collected inside of the containment area and five (5) samples will be collected outside of the containment area. Two field and one lab blank will be submitted with each completed work area. (40CFR763, Subpart E, Unit IV).

MTGL, Inc. will conduct this service in the following manner:

- (1) **Aggressive Sampling Techniques.** The following aggressive sampling techniques must be used for clearance air sampling:
  - (i) **Pre-Sampling Agitation.** Before starting the air sampling pumps, the exhaust of forced air equipment shall be directed against all walls, ceilings, floors, ledges, and other surfaces in the rooms. This shall continue for at least five (5) minutes per 1,000 square feet of floor space.
  - (ii) **Ongoing Agitation.** At least a 20-inch fan shall be placed in the center of each room. One (1) fan per 10,000 cubic feet of room space shall be used. The fan shall be operated on slow speed and pointed toward the ceiling.
  - (iii) **Begin Sampling.** The sampling pumps shall then be turned on. Five high volume – 1200 liters per sample – samples will be taken in each of the immediate area(s) and five high volume -1200 liter samples will be taken within 10 feet of the isolation barrier.

(iv) **End Sampling.** When sampling has been completed, the sampling pump shall be turned off first, followed by the fan.

(2) **Number and Location of Samples -** A minimum of ten (10) area samples shall be taken. Five (5) samples shall be taken inside the regulated abatement work area and five (5) samples shall be taken outside of the regulated abatement work area within the building or structure in uncontaminated areas that are within ten (10) feet of the isolation barriers.

### **Laboratory Analyses**

Samples will be submitted to EMSL Analytical, Inc. located at 7916 Convoy Ct., San Diego, CA 92111 for forty-eight turnaround analysis or if directed by the Client in writing, sample analysis can be conducted within a twenty-four hour turnaround.

### **Daily Testing Records**

MTGL, at the conclusion of each shift, will provide copies of all air monitoring records of each containment area to the Owner (if desired). At the owner's request, MTGL will also provide copies to the contractor.

### **Project Supervision**

MTGL will maintain a California Certified Site Surveillance Technician under the direction of a California Certified Asbestos Consultant or a Certified Asbestos Consultant on-site throughout the construction period while the contractor is on-site. The Owner will be notified immediately of serious problems which may develop on-site.

### **Item 2**

Provide the client with final report for the project. These services will be as follows:

### **Final Document Preparation**

Within 30 days of project conclusion, a final document will be prepared and submitted to the client. The final report will contain:

- a. Project Summary
- b. Project Logs
- c. Air Monitoring Data Sheets
- d. Project Correspondence

### **Owner Provisions**

- Sufficient Electrical.
- Lock out of HVAC and Electrical in the work area.
- Sanitary facilities.
- Parking
- Security

**Exclusions**

- Bonds.
- Floor Prep.
- Replacement of new flooring materials.
- Plumbing.
- Electrical.
- Layouts.
- Existing Damage.
- Repairs due to incidental damage caused by abatement and demolition work.
- Additional quantities or types of hazardous materials not previously identified.
- And all work not listed above.

**Costs:**

MTGL will provide the above-mentioned services as indicated in the following schedule on a time and material basis:

| <b>Description</b>  | <b>Unit</b>                                      | <b>Cost – Per Unit</b> | <b>Estimated Cost*</b> |
|---|--|------------------------|------------------------|
| Asbestos Abatement Project Monitoring, Air Sample Collection Up to 12 Hours/Shift, incl. site mobilization and equipment)           | Shift Rate* (Estimated 5 Shifts)                 | \$750.00/shift         | \$3,750.00             |
| Additional Asbestos Abatement Project Monitoring, Air Sample Collection over 12 Hours/Shift, incl. site mobilization and equipment) | Hour   | \$75.00/Hour           | As Needed              |
| Laboratory Analysis of PCM Samples (Estimated 15 per monitoring shift) Standard Turnaround Analysis                                 | Sample (Estimated 75 Samples)                    | \$8.00/Sample          | \$600                  |
| Laboratory Analysis of PCM Samples (Estimated 15 per monitoring shift) RUSH Turnaround  | Sample (Estimated 75 Samples)                    | \$15.00                | If Requested           |
| Final Air Sample Collection. (Collection is during normal work hours)   | Per Containment (Estimated 30 functional Spaces) | \$450.00/Containment   | \$13,500.00**          |
| Laboratory Analysis of TEM Samples (Estimated 8 samples per containment including blanks). 48 hr. TAT Turnaround                    | Sample (Estimated 240 Samples)                   | \$67/Sample            | \$16,080.00**          |
| Laboratory Analysis of TEM Samples (Estimated 8 samples per containment including blanks). 24 hr. TAT Turnaround                    | Sample   | \$115/Sample           | If Requested           |
| Final Closeout Report   | Each   | Lump Sum: \$900.00     | \$900.00               |
| <b>Estimated Total</b>  |  |                        | <b>34,830.00</b>       |

\*Total time estimated to complete this project is based on the contractor's abilities and schedule provided by the client. If the scope of work changes or is larger than the provided schedule, MTGL will obtain client approval prior to exceeding this proposed amount. It is assumed that there is no prevailing wage for Site Technicians or Industrial Hygienists. However, if there is a prevailing wage, MTGL will adjust the fee schedule accordingly.

\*\*Total pricing reflects the cost of one containment per functional space. If there are less, MTGL will only invoice for what is actually conducted.

This proposal shall remain valid for thirty days from the date of issuance.

*In order to comply with the requirements of our insurance providers, we require written authorization on each of our projects. Please indicate your acceptance of this proposal and of the attached Terms and Conditions by endorsing below, by signing our Terms and Conditions where indicated, and returning one copy of the entire proposal to our office. You may also authorize us to begin work by a separate letter of "authorization to proceed" referencing this agreement or by faxing us a signed copy of the signature page of this agreement.*

We look forward to being of service to you on this project. Please contact me at (858) 537-3999 should you have any questions.

Sincerely,  
**MTGL, INC.**

  
Michelle Ehrenman, CAC, LIA/EPM, ICRA  
Industrial Hygiene Services

Attachment: Terms and Conditions

SERVICES ARE REQUESTED AND AUTHORIZED AS DESCRIBED IN THE ABOVE PROPOSAL  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2017.

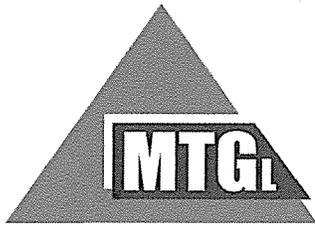
\_\_\_\_\_  
**Name of Firm**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Printed Name/Title**

# EXHIBIT B

## Smythe Elementary School



*Geotechnical Engineering  
Construction Inspection  
Materials Testing  
Environmental*

**Office Locations**

**Orange County  
Corporate Branch**

2992 E. La Palma Avenue  
Suite A  
Anaheim, CA 92806  
Tel: 714.632.2999  
Fax: 714.632.2974

**San Diego  
Imperial County**

6295 Ferris Sq.,  
Suite C  
San Diego, CA 92121  
Tel: 858.537.3999  
Fax: 858.537.3990

**Inland Empire**

14667 Meridian Pkwy  
Unit A  
Riverside, CA 92508  
Tel: 951.653.4999  
Fax: 951.653.4666

**Central Dispatch**

800.491.2990

www.mtglinc.com

Mr. Victor Guzman  
Director of MOTF  
San Ysidro School District  
4350 Otay Mesa Road  
San Ysidro, CA 92137

June 5, 2017  
Proposal No. SDPE-17-186.2

Re: Asbestos Abatement Project Monitoring & Asbestos Air Clearance Inspections  
and Testing

Subject: Smythe Elementary School  
1880 Smythe Avenue  
San Ysidro, CA 92173

Dear Mr. Guzman:

Pursuant to your request, MTGL, Inc. is pleased to submit this proposal to conduct professional services on the project referenced above. Per our communication on this project, we have evaluated your technical requirements and have developed the following specific scope of work and fee proposal.

MTGL recognizes the scope of work to include the contents of project monitoring, air sample collection and sample analysis. Work would begin following your commitment. The final report will follow within 30 working days of the completion of the project.

The total time that it would take to finish this project is based on the selected contractor and their capabilities. The Client provided schedule is five twelve hour shifts. MTGL will base proposal fees on a 12-hr. shift; 7 a.m. to 7 p.m.

Work would begin following your commitment. Testing will be performed in accordance with AHERA and State standards by appropriately certified consultants.

**Item 1**

After award of the asbestos removal project contract, perform all required duties as an On-Site Representative/Environmental Specialist before, during, and after the Asbestos Material remediation has been performed by the selected contractor and provide the San Ysidro School District with final air clearances.

MTGL, Inc. will conduct this service in the following manner:

A. Air Monitoring

**Project Logs**

Air monitoring records and projects logs will indicate how professional and how clean the removal is proceeding, whether or not there are accidental leaks or faulty seals in barriers, whether or not the outside environment is being contaminated, and most importantly, how clean

the work area finally is when it is turned back over to the public.

### **Air Sampling Protocol**

The following is an anticipated sampling design, per containment area, during actual removal operations. However, the number of samples and volume quantities will vary:

- a. **Background Samples:**  
Background sample will be taken prior to abatement to establish pre-abatement airborne fiber levels. One high volume – 1200 liters per sample – samples will be taken in each of the immediate area(s).
- b. **Work Area Samples:**  
High volume (1200 Liters) samples taken in the work area and at the workers' breathing zone. This sample is to insure the contractor is complying with OSHA 1926.1101. The work area will provide a good indication as to the contractor's proper or improper use of amended water. Up to two samples per 8-hour shift are anticipated.
- c. **Barrier Samples:**  
Monitoring on the outside of the temporary barriers to determine if leakage is occurring into non-containment area due to loss of negative pressure, faulty seals, etc. Two to four high volume (1200 Liters) samples per 8-hour day are anticipated.
- d. **Outside Environment Samples:**  
Taken at high volume (1200 Liters) at the exhaust of each unit to ensure compliance with NESHAPS air filtration efficiency. Up to two samples per 12 hour day per work area are anticipated.
- e. **Final Clearance Samples (As needed, for Interior Asbestos removal Work):**  
The purpose of the testing is to observe for the presence of airborne fibers using Transmission Electron Microscopy Method (TEM) analysis for determination of re-occupancy in the work area following abatement response actions in schools. A total of thirteen (13) samples will be collected from each completed work area. Five (5) samples will be collected inside of the containment area and five (5) samples will be collected outside of the containment area. Two field and one lab blank will be submitted with each completed work area. (40CFR763, Subpart E, Unit IV).

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  - (ii) **Ongoing Agitation.** At least a 20-inch fan shall be placed in the center of each room. One (1) fan per 10,000 cubic feet of room space shall be used. The fan shall be operated on slow speed and pointed toward the ceiling.
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### **Daily Testing Records**

MTGL, at the conclusion of each shift, will provide copies of all air monitoring records of each containment area to the Owner (if desired). At the owner's request, MTGL will also provide copies to the contractor.

### **Project Supervision**

MTGL will maintain a California Certified Site Surveillance Technician under the direction of a California Certified Asbestos Consultant or a Certified Asbestos Consultant on-site throughout the construction period while the contractor is on-site. The Owner will be notified immediately of serious problems which may develop on-site.

### **Item 2**

Provide the client with final report for the project. These services will be as follows:

### **Final Document Preparation**

Within 30 days of project conclusion, a final document will be prepared and submitted to the client. The final report will contain:

- a. Project Summary
- b. Project Logs
- c. Air Monitoring Data Sheets
- d. Project Correspondence

### **Owner Provisions**

- Sufficient Electrical.
- Lock out of HVAC and Electrical in the work area.
- Sanitary facilities.
- Parking
- Security

**Exclusions**

- Bonds.
- Floor Prep.
- Replacement of new flooring materials.
- Plumbing.
- Electrical.
- Layouts.
- Existing Damage.
- Repairs due to incidental damage caused by abatement and demolition work.
- Additional quantities or types of hazardous materials not previously identified.
- And all work not listed above.

**Costs:**

MTGL will provide the above-mentioned services as indicated in the following schedule on a time and material basis:

| Description   | Unit  | Cost – Per Unit      | Estimated Cost* |
|---|---|----------------------|-----------------|
| Asbestos Abatement Project Monitoring, Air Sample Collection Up to 12 Hours/Shift, incl. site mobilization and equipment)           | Shift Rate*<br>(Estimated 5 Shifts)           | \$750.00/shift       | \$3,750.00      |
| Additional Asbestos Abatement Project Monitoring, Air Sample Collection over 12 Hours/Shift, incl. site mobilization and equipment) | Hour  | \$75.00/Hour         | As Needed       |
| Laboratory Analysis of PCM Samples (Estimated 15 per monitoring shift) Standard Turnaround Analysis                                 | Sample<br>(Estimated 75 Samples)              | \$8.00/Sample        | \$600.00        |
| Laboratory Analysis of PCM Samples (Estimated 15 per monitoring shift) RUSH Turnaround  | Sample<br>(Estimated 75 Samples)              | \$15.00              | If Requested    |
| Final Air Sample Collection. (Collection is during normal work hours)   | Per Containment<br>(Estimated 4 Containments) | \$450.00/Containment | \$1,800.00      |
| Laboratory Analysis of TEM Samples (Estimated 8 samples per containment including blanks). 48 hr. TAT Turnaround                    | Sample<br>(Estimated 32 Samples)              | \$67/Sample          | \$2,144.00      |
| Laboratory Analysis of TEM Samples (Estimated 8 samples per containment including blanks). 24 hr. TAT Turnaround                    | Sample  | \$115/Sample         | If Requested    |
| Final Closeout Report   | Each  | Lump Sum: \$450.00   | \$450.00        |
| <b>Estimated Total</b>  |   |                      | <b>8,744.00</b> |

\*Total time estimated to complete this project is based on the contractor's abilities and schedule provided by the client. If the scope of work changes or is larger than the provided schedule, MTGL will obtain client approval prior to

Asbestos Project Monitoring \* Smythe Elementary School \* SDPE-17-186.2 \* June 5, 2017

exceeding this proposed amount. It is assumed that there is no prevailing wage for Site Technicians or Industrial Hygienists. However, if there is a prevailing wage, MTGL will adjust the fee schedule accordingly.

This proposal shall remain valid for thirty days from the date of issuance.

*In order to comply with the requirements of our insurance providers, we require written authorization on each of our projects. Please indicate your acceptance of this proposal and of the attached Terms and Conditions by endorsing below, by signing our Terms and Conditions where indicated, and returning one copy of the entire proposal to our office. You may also authorize us to begin work by a separate letter of "authorization to proceed" referencing this agreement or by faxing us a signed copy of the signature page of this agreement.*

We look forward to being of service to you on this project. Please contact me at (858) 537-3999 should you have any questions.

Sincerely,  
**MTGL, INC.**

  
Michelle Ehresman, CAC, LIA/EPM, ICRA  
Industrial Hygiene Services

Attachment: Terms and Conditions

SERVICES ARE REQUESTED AND AUTHORIZED AS DESCRIBED IN THE ABOVE PROPOSAL  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2017.

\_\_\_\_\_  
**Name of Firm**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Printed Name/Title**