SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
A G E N D A A N D O R D E R O F B U S I N E S S – REGULAR MEETING
Thursday, April 23, 2026

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

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

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

The Board meeting will be streamed live and you can view it by visiting this web page streaming link: https://www.ssfusd.org/about-us/board-of-trustees/board-meetings
(The link will be active shortly before 7:00 p.m. PST)

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

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

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

OPEN SESSION — 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION – 6:30 p.m.

1. Public Employee Discipline/Dismissal/Release (Government Code § 54957)

2. Superintendent evaluation

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

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE will be led by Monte Verde Elementary School 5th grade student Rebecca Sanchez.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION

F. REVIEW OF AGENDA

G. PTA COUNCIL REMARKS

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

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

I. PERSONNEL COMMISSION

J. ITEMS FROM THE BOARD

- Announcements
- Board Calendar
- Board Committee Reports

K. SUPERINTENDENT'S REPORT

a. El Camino High School Senior Passion Project

b. Community Learning Exchange

c. Learning Walk Insights

d. SSFUSD & SSFCTA Executive Team Quarterly Stepback

L. STUDENT TRUSTEE REPORTS

1. Isabelle "Izzy" Ruiz, Spring Student Trustee and ASB President ECHS
2. Jaimelyn Ochoa, Fall Student Trustee and ASB President SSFHS

M. PUBLIC COMMENTS

For Items Not On the Agenda:

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

To comment in-person during the meeting:

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

N. INFORMATION ONLY PRESENTATIONS

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

1. TEACHING & LEARNING

a. Monte Verde Elementary School

Principal Deborah Mirt will present the educational priorities and programs at Monte Verde Elementary School.

O. PRESENTATION WITH POTENTIAL ACTION – None

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

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1. ADMINISTRATION		
a.	Minutes of the March 26, 2026 Regular Meeting.	1 – 39
b.	Minutes of the April 3, 2026 Special Board Bylaw Meeting.	40 – 41
c.	Minutes of the April 9, 2026 Regular Meeting.	42 – 64
2. TEACHING & LEARNING		
a.	Designated representatives to CIF (California Interscholastic Federation) for 2026-27.	65 – 67
b.	SSFHS staff and students to attend the National History Day in Sacramento, CA, May 2 – 3, 2026.	68 – 69
c.	District staff to attend the NCSM Conference in Denver, CO October 26 – 28, 2026.	70 – 71
d.	Approval of the Leader Services Agreement for 2026-27.	72 – 78
e.	Approval of the California School Nurses Organization High Road Training Program MOU.	79 – 87
f.	SSFHS staff and students to travel to Japan, Summer 2027: June 15 – 30, 2027 (tentative dates).	88 – 89
3. HUMAN RESOURCES		
a.	Certificated Personnel Assignment Order.	90 – 91
b.	Classified Personnel Assignment Order.	92 – 93
c.	School Counselor revised job description.	94 – 102
d.	School Social Worker revised job description.	103 – 108
e.	School Social Worker on Special Assignment revised job description.	109 – 115
f.	Speech Language Pathologist revised job description.	116 – 120

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g. Educator on Special Assignment (ESA): Curriculum and Instruction Specialist revised job description. 121 – 126

h. Transitional Kindergarten (TK) Aide new job description. 127 – 130

4. STUDENT & FAMILY SERVICES

a. Amendment to the contract with WestEd 131 – 134

5. BUSINESS SERVICES

a. Purchase Order Listing, March 2026. 135 – 146

b. Warrant Register, March 2026. 147 – 177

c. Cash Receipts, March 2026. 178 – 189

d. Gifts to the District. 190 – 191

e. Fundraising events for the 2025-26 school year. 192

f. Professional services agreements under $25,000. 193 – 194

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INFORMATION/DISCUSSION

1. ADMINISTRATION

a. Williams Uniform Complaints for 3rd Quarter Ending 03/31/26 195 – 203

Staff will present to the Board, the Quarterly Report on Williams Uniform Complaints for the quarter ending 03/31/26, per Education Code Section 35186.

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ACTION

1. ADMINISTRATION

a. Resolution No. 26-47 Asian American, Native Hawaiian, & Pacific Islander (AANHPI) Month (May) 204

Staff recommends the adoption of Resolution #26-47: Honoring Asian American, Native Hawaiian, & Pacific Islander Month.

b. Approval of Board of Trustees Compensation 205 – 206

The Board will discuss a possible 2026-27 compensation increase and the continuation of a monthly mileage stipend.

c. Approval of District's Updated Board Bylaw 9250 - Remuneration, Reimbursement, and other Benefits 207 – 212

Staff recommends approval of the revised Board Bylaw 9250 as reviewed by the Board Policies and Bylaws Committee, and to incorporate the Board-determined monthly compensation amount established with a waive of the second reading.

d. Approval of District's New and Updated Board Bylaws and Policies 213 – 245

Staff recommends the approval of the following updated/new District's Board Bylaw and Policies and waive a second reading.

Recommended for adoption:

1. BB 5131 – Conduct
2. BP 5131.6 – Alcohol and Other Drugs
3. BP 5131.8 – Mobile Communication Devices
4. BB 9150 – Student Board Members
5. BP 3515.4 - Recovery for Property Loss or Damage
6. BP 5113 – Absences and Excuses
7. BP 5113.12 - District School Attendance Review Board
8. BP 5113.2 – Work Permits
9. BP 5141 – Health Care and Emergencies
10. BP 5141.4 – Child Abuse Prevention and Reporting
11. BP 5142 – Safety

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2. TEACHING & LEARNING

a. Approval of CTE Courses 246 – 248

Staff recommends approval of the new CTE courses: Entrepreneurship I, Entrepreneurship II, and Emergency Response II, for implementation beginning in the 2026–2027 school year.

b. Approval of Special Education Courses 249 – 268

Staff recommends approval of Special Education courses: College and Career Exploration and Preparation and Foundations of Health to ensure alignment with AB 181.

c. Approval of a 1-Year Agreement with Edgenuity 269 – 271

Staff recommends approval of a one-year extension agreement with Edgenuity for the 2026–27 school year in the amount of $86,000.

3. HUMAN RESOURCES

a. Approval the Revised 2026-27 Instructional Calendar 272 – 273

Staff recommends adoption of the revised SSFUSD Instructional Calendar for the 2026–2027 school year.

4. STUDENT & FAMILY SERVICES

a. Approval the Contract with Youth Services Bureau (YSB) of the YMCA 274 – 281

Staff recommends approval of the contract with YSB of the YMCA to continue providing additional counseling support for the 2026–27 school year in the amount of $488,373.49.

b. Change Order to the Agreement with DEDAP 282 – 283

Staff recommends approval of the change order to the agreement with DEDAP for the 2025–26 school year in the amount of $38,485.00.

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c. **Approval of the MOU with Fresh Lifelines for Youth (FLY), Inc.** 284 – 290

Staff recommends approval of the MOU with FLY to provide additional Tier 1–Tier 3 supports for the remainder of the 2025–26 school year and continuing through the 2026–27 school year.

5. BUSINESS SERVICES

a. **Approval of Agreement with ENGEO, Inc. for the Spruce Elementary Modernization Project** 291 – 324

Staff recommends approval of the agreement with ENGEO, Inc. for geotechnical engineering services and geologic hazard review in the amount of $67,150.00.

b. **Approval of Agreement with Murgreen Environmental Company for the El Camino High School Modernization Project** 325 – 347

Staff recommends approval of the agreement with Murgreen Environmental Company for CCTV pipeline inspection, survey, and hydro flushing services in the amount of $44,000.00.

c. **Approval of Agreement with Leland Saylor & Associates, Inc. for the El Camino High School Modernization Project** 348 – 361

Staff recommends approval of the agreement with Leland Saylor & Associates, Inc. for cost estimating services in the amount of $35,000.00.

d. **Approval of Agreement with HL Construction Management, Inc. for the Monte Verde Modernization Project** 362 – 377

Staff recommends approval of the agreement with HL Construction Management, Inc. for schematic design cost estimating services in the amount of $28,700.00.

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e. Approval of Agreement with Bartos Architecture 378 – 407

Staff recommends approval of the agreement with Bartos Architecture for DSA legacy project closeout and certification services at Monte Verde Elementary School, South San Francisco High School, Baden Continuation, and Ponderosa Elementary in the amount of $92,000.00.

f. Approval of Award of Contract to SF Roofing Services for Parkway Heights Middle School 408 – 409

Staff recommends awarding a contract for roof replacements to the lowest responsive, responsible bidder, SF Roofing Services, in the amount of $2,757,000.00.

g. Approval of Agreement with Gelfand Partners for Ponderosa Elementary School 410 – 424

Staff recommends approval of the agreement with Gelfand Partners Architects for design and construction observation services for the TK Classroom Renovation project in the amount of $148,195.00.

h. Approval of Proposal with Signal Solutions Corporation for Ponderosa Elementary School 425 – 430

Staff recommends approval of the proposal with Signal Solutions Corporation for audio-video system upgrades in the amount of $99,243.32.

i. Approval of Proposal with PCD, Inc. for Parkway Heights Middle School 431 – 434

Staff recommends approval of the proposal with PCD, Inc. for audio-video system upgrades in the amount of $83,888.39.

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

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

May 2, 2026 – Special Meeting/Board Workshop (*District Office*)

- Board Workshop

May 7, 2026

- Recognition for outgoing Student Trustee Ruiz
- Resolution calling for November Election
- Presentation Teaching and Learning – El Camino HS
- Presentation on Induction
- Presentation on Counseling
- Approval for 5th graders to attend SMCOE Outdoor Education
- Approval of Graduates and Certificates of Completion - Baden HS, ECHS, SSFHS, and Adult Education
- Resolution for Fund 11 and Fund 14 account balances
- Resolution – Reappointment of CBOC members
- Approval of All City agreement for crossing guards for 2026-27
- Approval of MOU with Legarza Sports for 2026-27

May 21, 2026

- Presentation Teaching and Learning – Baden HS/ Adult Education
- Presentation Teaching and Learning – Special Education
- Presentation on 2026-27 LCAP draft plan
- Public Hearing 2026-27 LCAP draft plan
- Approval of the Children's Center Program annual self-evaluation reports
- Approval for destruction of Disposable Class 3 records
- Approval of updated Board Governance Handbook
- Approval of the agreement with SMCOE for Center for Learning Data Sharing
- Information on May revision of the Governor's 2026-27 budget
- Approval of Bill Saving Facilities Consulting agreement for 2026-27
- Resolution in support of LGBTQ+ Pride Month (June)

June 11, 2026

- Presentation on 2026-27 Preliminary Budget
- Public Hearing 2026-27 Preliminary Budget
- Adoption of 2026-27 LCAP
- Approval of Local Indicators
- Approval of SMCOE Induction Program agreement for 2026-27
- Approval of updated Board Governance Handbook
- Approval of Board of Trustees Compensation increase for 2026-27
- Approval of supplementary instructional materials

- Approval of the agreement with Newsela for the 2026-27 school year
- Approval of Scoot Education MOU
- Resolution on Budgetary increases and year end transfers

June 25, 2026

- Presentation on Counseling and Safe School Advocates Services
- Presentation on SLO MOU with student data
- MOU with SSFPD for 2026-27
- Adoption of 2026-27 Preliminary Budget
- Information on Daybreak Mental Health and approval of MOU
- Approval of SMCOE Outdoor Education dates for 2026-27
- Approval of Paper Education Company agreement for 2026-27
- Approval to increase facility use fees for 2026-27
- Approval to increase District rental/leasing rates for 2026-27
- Approval to continue NPS contracts for 2026-27
- Resolution on Education Protection Account Funds

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

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

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board, Meetings*).
A recording is made of the Open Session of each meeting and can be found via YouTube at: https://www.youtube.com/@ssfusdmeetings

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Regular Meeting of March 26, 2026

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

AND

Teleconference Location (in compliance with the Brown Act):
Trustee Chialin Hsieh will participate remotely from the following location, which is open to the public:

Hilton Baltimore Inner Harbor
2nd Floor – Key Ballroom Floor
401 West Pratt Street
Baltimore, MD, 21201

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

OPEN SESSION — 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION – 6:00 p.m.

1. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code § 54956.9 (d)(1)

2. Public Employee Discipline/Dismissal/Release (Government Code § 54957)

3. To consider the appointment of one (1) public employee to the position of Director of Facilities and Safety, in accordance with Government Code § 54956

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

B. ROLL CALL

Board Members:	Ms. Amanda Anthony – Present Mrs. Amy Lam – Present Dr. Chialin Hsieh – Present (attended remotely) Mrs. Patricia Murray – Present Mrs. Mina Richardson – Present
Cabinet Members:	Dr. Shawnterra Moore, Superintendent – Present Mr. J. Marwan Hannon, Assistant Superintendent,

Human Resources – Present
Dr. Marcos Garcia, Assistant Superintendent, Student & Family Services – Present
Dr. Nia Campbell, Assistant Superintendent, Teaching & Learning – Present
Mr. Ted O, Assistant Superintendent, Business Services – Present

C. PLEDGE OF ALLEGIANCE was led by Westborough Middle School 8th grade student Theodore Wong. Dr. Rossi de Campos shared that she was honored to represent Westborough. She highlighted Theo's strong representation of Westborough's Wildcat culture, noting his three years in leadership and his role as the 2025–2026 ASB president. His contributions include organizing sixth grade orientation, leading campus tours for incoming students, coordinating rallies and student activities, supporting morning announcements, and facilitating advisory lessons. She also recognized him as a strong academic student who maintains positive relationships with teachers, peers, and administration, thanking him for representing the school so well.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION – Mr. Hannon reported that for closed session item number two, anticipated litigation, the board approved a settlement agreement not to exceed $15,000. The motion was made by Trustee Anthony and seconded by Trustee Hsieh, and it passed with a 4–0 vote, with one absence.

For closed session item number three, the board approved the appointment of Toby Lee as Director of Facilities and Safety, effective April 27, 2026. The motion was made by Trustee Anthony and seconded by Trustee Lam, and it passed with a 4–0 vote, with one abstention.

F. REVIEW OF AGENDA – Mr. Hannon noted a correction to Consent Agenda Item 3a, the certificated personnel assignment order. Under Robert H., the school assignment should be corrected to Skyline Elementary School.

G. PTA COUNCIL REMARKS – Sueanna Wong introduced herself as the Westborough Middle School PTSA president and shared her 16 years of PTA

involvement. She highlighted upcoming PTA events across the district, including fundraisers, school activities, and community events at multiple sites such as South San Francisco High School, Buri Buri, Junipero Serra, Skyline, and Ponderosa.

She thanked PTA members and parent volunteers for their contributions and recognized those in attendance. Focusing on Westborough, she shared that the PTSA recently funded a new speaker system for the MUR, supported by successful fundraisers like the color run and holiday bazaar. Additional efforts included hosting career day, supporting Math/Pi Day with treats for students and staff, and preparing for Mini-Courses Day and eighth-grade end-of-year activities.

She emphasized that the PTSA's work aligns with the district's Portrait of a Graduate and focus on belonging, noting that events like the color run and community gatherings help build connection among students and families. She concluded by inviting attendees to the upcoming South San Francisco PTA Council meeting on May 4.

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

San Francisco Federation of Adult Educators – Elizabeth Bales, President of South San Francisco Federation of Adult Educators, shared an overview of her work with adult ESL students, highlighting the impact of the EL Civics program in helping English learners navigate essential systems such as banking, healthcare, and government services. She described how her intermediate high ESL students recently completed a unit on banking, where they practiced conversations, created budgets, and learned to understand financial documents. She noted that many students initially relied on native-language assistance but have since gained confidence and successfully demonstrated their learning through assessments, with many earning high scores.

She then raised concerns about a proposed state budget action related to Proposition 56, which had previously increased dental care access for Medi-Cal patients by improving reimbursement rates for providers. She explained that redirecting these funds to the general fund could significantly reduce reimbursement rates, potentially limiting access to dental care, especially for children and families. She emphasized the connection between dental health and student well-being, noting that untreated dental issues can affect attendance, concentration, and confidence.

She urged district leadership to publicly address the issue while the state budget is still under consideration, expressing concern about the potential impact on families, including those in the adult education community.

South San Francisco Classroom Teachers Association – Shari Giusti, President of SSFCTA, began by sharing positive updates from school sites,

including wellness counseling small-group support at Martin, translation support from the community liaison at Sunshine Gardens, successful character education assemblies at Skyline, and a hands-on maker space experience at Monte Verde supported by the Lawrence Hall of Science with strong parent involvement.

She then reflected on the approach of spring break, expressing both appreciation for progress made during the school year and concern about remaining district work that still needs completion. She noted that while communication between the district and SSFCTA has improved through focus groups and committees, additional work remains in evaluation and benefits discussions scheduled for April and May.

Ms. Giusti raised concerns regarding special education, reporting that teachers need additional support and training due to high caseloads and potential structural changes in ninth-grade classes that may increase push-in models without clear role definitions or training.

She also reiterated a concern previously raised about access to historical employment documents, such as W-2 forms and pay stubs, following the district's transition to a new payroll system, requesting clearer guidance on how staff can retrieve past records.

Finally, she asked for more information regarding district support for credential updates, including timelines, the number of staff affected, and the criteria for determining support. She concluded by acknowledging upcoming retirement celebrations for staff and wishing the board and community a pleasant spring break.

California School Employees Association Chapter 197 – None

I. PERSONNEL COMMISSION

Mr. Hannon announced that the next Personnel Commission meeting will be held on Monday, April 20, 2026, at 5:00 p.m. in the District Office boardroom.

J. ITEMS FROM THE BOARD

Trustee Richardson announced the upcoming OYE Latinx Youth Conference to be held on March 28 from 8:30 a.m. to 2:00 p.m. at Canada College in Redwood City. She shared that the event is open to all and has been running for 14 years, bringing together youth ages 12 to 22 from across the Peninsula.

She noted that breakfast and lunch will be provided and highlighted that Dr. Manuel Alejandro Perez, President of the College of San Mateo, will be speaking at the event. Trustee Richardson encouraged attendance, shared that she plans to attend, and reflected positively on last year's well-attended conference, noting

strong participation from South San Francisco Unified School District students.

Trustee Anthony announced that the Board Bylaws Committee will meet on Friday, April 3rd at 3:00 p.m. in the district office boardroom.

Trustee Lam provided a report from the Schools City Subcommittee meeting held on March 25 at City Hall in South San Francisco, attended by herself, President Murray, city officials, district leadership, and staff.

She summarized three main discussion topics. First, she reported on school area traffic and transportation safety improvements, noting that the City of South San Francisco has invested over $13 million in Safe Routes to School programs funded through traffic impact fees and grants. While walk audits and infrastructure improvements have been completed at several sites, traffic congestion during school drop-off and pick-up remains a challenge, and further collaboration with principals and the city will continue to address these issues.

Second, she discussed electric bikes and youth safety, highlighting concerns about e-bikes, e-scooters, and especially e-motorcycles, which are not street legal and require proper licensing. She noted recent incidents, including collisions in South San Francisco and a fatal crash in Half Moon Bay involving a teenager, underscoring safety risks and the importance of helmet use and enforcement. The police department recommended a “bottom-up” approach focused on education, outreach, parent engagement, and school partnerships to improve safety awareness.

Third, she shared an update on the Expanded Learning Opportunities Program (ELOP), which is currently in its fourth year and serves 181 students across six schools, with plans to expand to approximately 300 students depending on staffing. She acknowledged staff contributions, specifically recognizing the ELOP coordinator and childcare leadership, and noted positive feedback about the program, which has been viewed as a model by partners.

She concluded by thanking city partners and noting the collaborative progress across all topics.

President Murray reported on the California School Boards Association (CSBA) Annual Legislative Action Week, noting that Region 5 participated from March 17–19 to advocate for CSBA’s legislative and budget priorities. She shared that representatives met with several state legislators, including Assembly Members Mark Berman, Matt Haney, Katherine Stephanie, Senator Josh Becker, and Assembly Member Diane Papan.

She explained that a key focus of advocacy was support for a four-bill package in the State Assembly aimed at addressing the achievement gap. Additionally, she

noted that participants urged legislators to reject a proposed $5.6 billion withholding of Proposition 98 education funding, stating concerns that it would undermine the constitutional guarantee of education funding in California.

K. SUPERINTENDENT'S REPORT

a. **Reclassification Ceremony** – Dr. Moore began by highlighting the district's second annual reclassification celebration, describing it as a highly successful event that included dinner, cultural performances such as mariachi and lion dance, and a South San Francisco High School folklórico performance. She noted that site leaders played an active role in recognizing students, and that approximately 200 multilingual learners were honored for their academic achievement, with around 400 students, families, staff, and volunteers in attendance. She emphasized the district's ongoing commitment to celebrating multilingual student success.

b. **ECHS – 2026 Distinguished School** – Dr. Moore announced that El Camino High School has been named a 2026 California Distinguished School in the "Achievement Gap Closer" category, based on recognition from State Superintendent Tony Thurmond. She shared that a formal celebration will take place on April 24 and congratulated the school community for their achievement.

c. **Belonging Data** – Dr. Moore shared results from the winter Impact Poll belonging survey, noting participation from 3,369 students (64% of grades 4–12) and 225 educators (47% of teachers). She reported an increase in student participation and a notable improvement in students reporting strong relationships with adults. However, she also highlighted areas for growth, including a decline in students feeling that their input is reflected in classroom experiences and in students feeling known by adults. She emphasized that while many measures remained stable, the district will continue working to strengthen student belonging, voice, and connection.

d. **Other** – Dr. Moore recognized Vice President Dr. Hsieh, who was attending remotely while being honored at the Phi Theta Kappa Annual Convention with the Distinguished College Administrator Award. She noted that the award is based on student nominations and reflects strong leadership and student-centered impact. She congratulated Dr. Hsieh on the recognition and expressed appreciation for her leadership and service.

L. STUDENT TRUSTEE REPORTS

1. Isabelle "Izzy" Ruiz, Spring Student Trustee and ASB President of ECHS began by highlighting the success of the fifth annual Jim Cresta Memorial Car Show, which brought together nearly 150 cars from across the Bay Area and

was supported by staff and student leaders. She reflected on the growth of the event over the years and its importance in honoring a beloved auto shop teacher.

She also shared that Link Crew recently hosted a freshman farewell picnic featuring activities such as water balloon fights and games, providing an opportunity for freshmen to connect with upperclassmen and celebrate their first year of high school. Additionally, she noted the success of the spring concert series and a districtwide band showcase hosted at South City, where students demonstrated their musical growth.

Ruiz acknowledged students' efforts during CAASPP testing, especially juniors, and noted appreciation for teachers who supported students, including providing snacks. She also welcomed back a counselor from maternity leave and recognized the substitute counselor who supported students in the interim.

She reported that ASB election week is underway, with student speeches completed and voting scheduled during Flex time. In athletics, she highlighted strong performances across teams, including undefeated seasons for boys varsity baseball and badminton, continued success in golf, and strong results in volleyball, track, and swimming.

Looking ahead, she shared several upcoming events following spring break, including the opening of a 25-year-old time capsule, a ceremony to display its contents and add new items, a senior passion project expo open to the community, and the junior-senior prom. She concluded by inviting the community to attend these events and wishing everyone a safe and restful spring break.

2. Jaimelyn Ochoa, Fall Student Trustee and ASB President of SSFHS began by previewing the upcoming "Day on the Green," a highly anticipated student event featuring food trucks, club booths selling treats, games, inflatable obstacle courses, and activities like "splash a teacher," offering students a fun kickoff to spring break.

   She also provided updates on prom, noting ticket pricing deadlines and encouraging students to purchase early. This year's prom will take place at the Great American Music Hall in San Francisco.

   Ochoa promoted the school's upcoming spring musical, *Ride the Cyclone (Teen Edition)*, with performances scheduled for April 24 and 25, and invited the community to attend. She also highlighted college and career readiness efforts, recognizing the school's counselor for supporting students with scholarships, programs, and postsecondary planning as Decision Day approaches.

In athletics, she shared that spring sports are actively underway, with many teams nearing the end of their seasons after spring break. She also noted the success of the recent districtwide band showcase hosted at South San Francisco High School, featuring multiple schools.

Additionally, she announced that ASB interviews for the 2026–2027 school year have concluded, with results to be shared soon. She highlighted an upcoming Chick-fil-A fundraiser in partnership with the school, encouraging community participation to support student activities.

She concluded by wishing everyone a restful spring break. Trustee Richardson followed up by asking about the prom location, and Ochoa confirmed it will be held at the Great American Music Hall in San Francisco.

M. PUBLIC COMMENTS

Cuauhtemoc Cervantes, former Head Wrestling Coach at South City High School, addressed the board regarding what he described as an unresolved bullying incident connected to his wrestling program.

He stated that the issue originated from rumors he believes were spread by individuals at the high school involving members of his wrestling team. He shared that the past two weeks he has not heard from anyone, and in the past three months he has not been able to speak with a single individual to share his side of the story or be heard.

Cervantes asserted that the allegations were false and described the situation as having led to significant consequences for him and his athletes, including the loss of his coaching position and the cancellation of his team's season. He argued that other students involved in the situation remain active in varsity sports without consequences, which he characterized as unfair.

He also raised concerns about what he described as bullying and retaliation against his athletes, stating that his team members have been subjected to ongoing teasing and false accusations, including claims directed at him personally.

He criticized the investigation process, stating that key individuals, including himself and members of his team, were not interviewed, and he questioned the validity of the conclusions reached.

Cervantes concluded by requesting renewed attention to the situation and asking for a direct conversation with district leadership to address the matter and restore a sense of normalcy for his athletes.

N. INFORMATION ONLY PRESENTATIONS

1. TEACHING & LEARNING

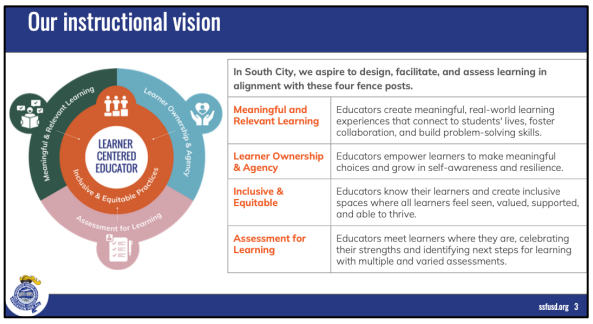
a. Westborough Middle School

Introduction

Dr. Rossi de Campos thanked the board for the opportunity to share updates from Westborough Middle School and explained that her presentation would cover school data, SPSA goals, instructional work supporting teaching and learning, and highlights of school culture. She expressed pride in the work of her team.

She emphasized that Westborough is grounded in the district's strategic plan and that the core value of CARE is central to all school practices. She referenced the district's five strategic priorities and the Portrait of the Graduate as the guiding framework and promise to students.

She further explained that the instructional vision guides how that promise is delivered and described the school's instructional approach, which is organized around four key "fence posts": meaningful and relevant learning, learner ownership and agency, inclusive and equitable practices, and assessment for learning. She noted that this framework guides teachers' daily instructional practice.



Dr. Rossi de Campos explained that the district priorities have focused on three key areas: belonging and well-being, academic discourse, and math implementation. She noted that at Westborough, these priorities have guided both professional development and staff collaboration. She added that these focus areas would be reflected throughout her presentation that evening.



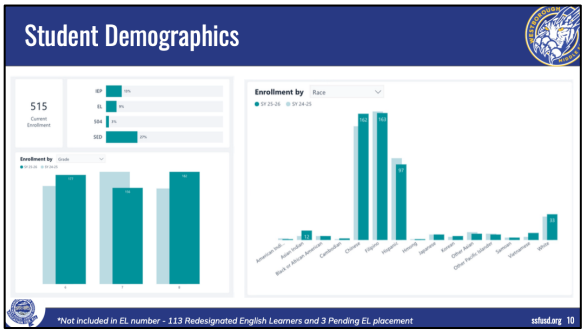
Vision & Goals

Mr. Bird shared that at Westborough, the school believes a healthy and happy school community is the foundation for all other work. He emphasized the importance of relationship building and noted that when the community trusts one another, they are better able to engage in challenging work together.

He explained that the school focused this year on three site goals: academic excellence through strong curriculum and instruction, student belonging and wellness, and student voice and success. He added that these goals are directly aligned with district priorities and help keep the school centered on supporting students who need it most.

Student Demographics

Mr. Bird shared that Westborough currently has 515 students enrolled. He reported that 27% of students are socioeconomically disadvantaged, 9% are English language learners, and 13% are students with IEPs. He emphasized that the student population reflects the diversity of South San Francisco and stated that the school is proud of that diversity.



Attendance

Mr. Bird reported that Westborough's chronic absenteeism rate has steadily declined each year since the post-pandemic

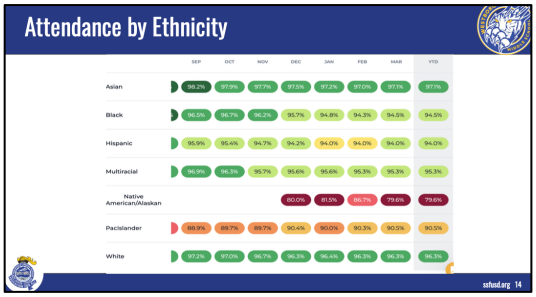
peak in 2022, when it was 21.1%. He stated that it has now decreased to 9.3%, which places the school in the “green” category according to state indicators. He noted that staff are continuing intentional work with the school community to maintain this improvement.



He also shared that the overall attendance rate for the year is 96.1% and remains strong and consistent. When broken down by grade level, he noted that all three grades are performing at approximately the 96% attendance level.



He further explained that attendance rates are generally strong across most student groups, but noted that Native American and Pacific Islander students are being closely monitored and supported to ensure equitable outcomes.



Statewide Assessments

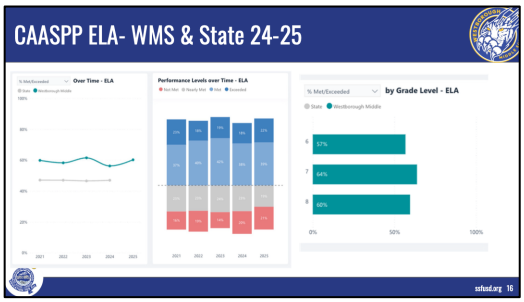
Dr. Rossi de Campos clarified that the presentation is focused on the 2024–25 CAASPP scores, which reflect the prior year's student performance and instructional work. She noted that the school has been actively responding to this data, and that more details about those actions would be shared when discussing SPSA goals and work. She emphasized the importance of understanding the timeline of the data being presented and stated that she hopes to return in the winter to report on progress based on more current results.



For ELA, Dr. Rossi de Campos noted that the school continues to perform above the state average and is maintaining a positive trend. She highlighted a strong rebound following a dip in 2024, with steady performance across all grade levels.

She reported grade-level performance as follows: 6th grade at 57%, 7th grade at 64%, and 8th grade at 60%. She also noted that the "exceeds" category reached 22%, the highest level in five years, indicating growth in student achievement.

At the same time, she identified areas of focus, noting a slight increase in the "not met" group and emphasizing attention on the "nearly met" group, which stands at 19% and represents a key middle cohort the school is closely monitoring.



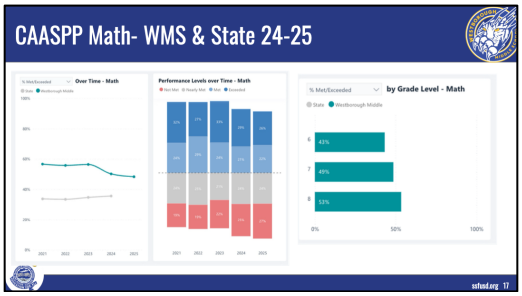
For math, Westborough continues to perform above the state average but emphasized the importance of being transparent about current trends.

Dr. Rossi de Campos highlighted eighth grade as a strength area, with 53% of students meeting or exceeding standards. She also noted a positive developmental trend across grade levels, explaining that students generally show increased achievement as they progress from 6th to 8th grade, which she described as evidence that learning is building over time.

However, she also identified a concerning overall trend, stating that math performance has declined and the “not met” group has increased from 19% in 2021 to 27%.

She explained that this year marks the first full implementation of a new math curriculum across all teachers, following a pilot phase last year with two teachers. She added that the district has conducted walkthroughs, focus groups, and worked with a TOSA to support teachers in building comfort with math discourse and the instructional routines embedded in the curriculum.

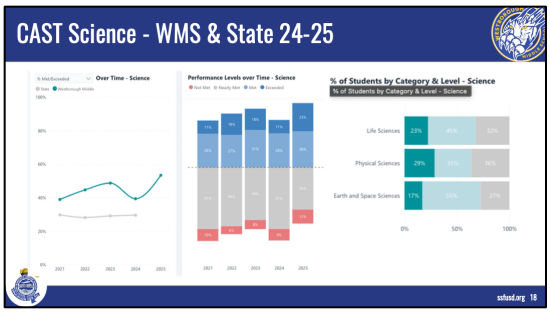
She noted that the school is still in the early stages of full implementation, and while they are hopeful about future results, they recognize that continued work is needed.



Dr. Rossi de Campos expressed pride in the science team. She noted that Westborough is consistently performing above the state average and highlighted a significant improvement in the 2024–25 results, which she described as the largest single-year gain in five years.

She emphasized that the improvement was not accidental, pointing to strong instructional work behind the results. She also highlighted that the “exceeded” category doubled over time, increasing from 11% in 2021 to 23% last year, calling

the growth an exciting milestone for the school.

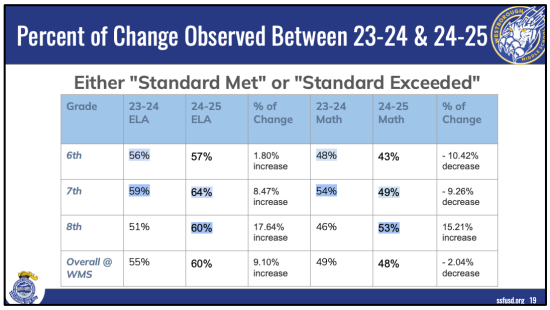


Dr. Rossi de Campos explained the she uses “percent of change” calculation rather than raw scores in order to better show year-to-year progress aligned with the district’s three-year SPSA cycle. She noted that this method compares results from 2023–24 to 2024–25 to help illustrate growth from the starting point of the goals, even though it can sometimes make the data appear more pronounced or harder to interpret at first glance.

She clarified that, using this approach, ELA shows overall upward trends while math shows ongoing challenges. In ELA, she reported relatively stable growth at about 1.8% in 6th grade, an 8.4% increase in 7th grade, and a 17.64% gain in 8th grade, which she identified as the strongest growth.

In math, she noted a 10% decrease in 6th grade, about a 9% decrease in 7th grade, and a 15.2% increase in 8th grade, resulting in an overall net difference of about 2% compared to the prior year. She emphasized that the school site council uses this method to standardize comparisons and better understand progress relative to baseline goals.

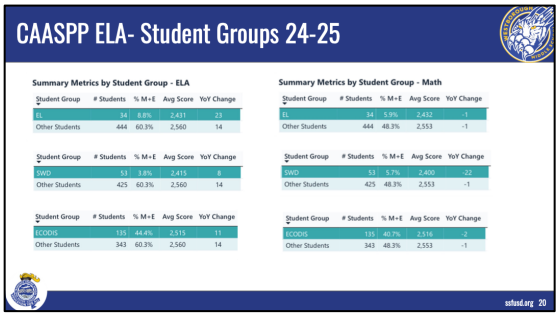
She acknowledged eighth graders for their strong performance and thanked them for their work, noting that they are now ninth graders.



Dr. Rossi de Campos noted that socioeconomically disadvantaged students are performing close to overall student averages, which she emphasized is the desired outcome. She reported 44.4% meeting or exceeding standards in ELA and 40.7% in math, and stated that the gap between this group and the overall student population is narrowing. She said the school is monitoring progress but is encouraged by the results.

For students with IEPs, she noted strong growth in ELA with an 8-point increase, but a significant concern in math with a 22-point decline. She explained that this year's implementation of a high-quality curriculum may be contributing to early fluctuations and expressed hope that results will improve in upcoming winter data. She also recognized the special education team for managing multiple curricula, interventions, and a new adoption for medically fragile and moderate programs, noting the complexity of their work and expressing appreciation for their efforts.

She reported that multilingual learners showed notable improvement, increasing from 3% to 8% meeting and exceeding standards, describing this as a 23-point gain, the largest increase among student groups. She expressed optimism about continued growth and ongoing program development.



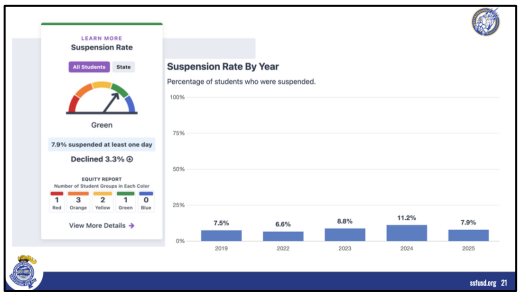
<u>Suspension</u>

Dr. Rossi de Campos shared that Westborough's suspension data is now in the "green" category and that the school has reached its lowest suspension rate since the pandemic baseline. She emphasized that this improvement did not happen by chance, attributing it to several supports and practices implemented at the school.

She highlighted the opening of the wellness center,

strengthened tier 1 and tier 2 interventions, use of Universal Design for Learning (UDL) to support all students in the classroom, and continued implementation of restorative practices as key contributors to the decline.

However, she also noted an ongoing concern from the equity report, stating that some student groups are still being suspended at disproportionate rates. She emphasized that while progress has been made, the work to address these disparities is not yet complete.



Single Plan for Student Achievement (SPSA)

Dr. Rossi de Campos explained that, in response to the data, Westborough's work is organized through its SPSA which is aligned to four priorities: academic achievement, professional excellence, student engagement, and inclusive growth, all aligned with the district strategic plan.

For academic achievement, she highlighted a focus on belonging, UDL, academic discourse, and full implementation of the math curriculum. She noted that the Instructional Leadership Team (ILT) has led ROCI cycles alongside professional development staff, working closely with the extended leadership team to support peer observation work and instructional growth.

She also described ongoing efforts to redesign collaboration structures at Westborough, emphasizing that deeper work has been occurring through this process and will continue to develop.

For professional excellence, she noted that RTI teams meet monthly by grade level to review student progress and design supports, and she thanked staff members who support this work across classrooms and teams.

For student engagement, she highlighted the counseling

team, school psychologist, and wellness staff as central to supporting students through tiered interventions, PBIS, restorative practices, and the school's MTSS system. She emphasized efforts to ensure students feel seen, supported, and connected in their learning environments.

For inclusive growth, she noted continued expansion of inclusion opportunities, including more co-taught classes, and ongoing implementation of district-approved intervention curricula and high-quality instructional materials.

School Culture and Portrait of a Graduate Initiatives

Dr. Rossi de Campos concluded by emphasizing that the school's collective work is reflected in its overall school culture. She stated that students remain at the center of all efforts and that the school's work is aligned with bringing the Portrait of a Graduate to life.

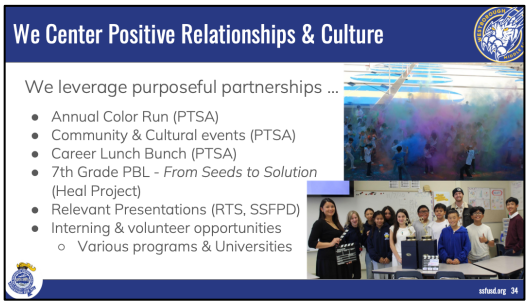
She highlighted Westborough's strong culture of academic achievement, including programs such as honor societies, academic competitions like the Helix Cup, spelling and geography bees, as well as strong music, art, and student leadership programs that shape campus culture.



She also described efforts to build positive peer relationships, including the Culture Keepers mentorship program, where eighth graders mentor sixth graders, now in its third year. She added that the school supports Special Olympics events, Unified PE, anti-bullying initiatives, spirit weeks, and ongoing belonging-focused activities.



She shared excitement about the new seventh grade PBL project, “Seeds to Solution,” in partnership with the HEAL Project, noting that its culminating event will take place in April and inviting the board to attend.



She also acknowledged community partnerships, including PTSA, SSF Police Department colleagues, university interns, coaches, performers, and artists, emphasizing their role in supporting students and creating a responsive school environment.

She closed by thanking the board for their support, expressing pride in the school’s work, and stating that they plan to return in the winter with updated data. She concluded by affirming that the school is proud, clear in its direction, and grateful for the opportunity to share its progress.



Trustee Richardson thanked Principal Loraine Rossi de

Campos and shared that visiting the Genentech science day helped her better understand the Helix Cup program. She asked whether the program is an after-school activity or integrated into instruction. Dr. Rossi de Campos clarified that it is integrated for eighth grade students and added that students also participate in related culminating activities during a mini-course day after CAASPP testing. Trustee Richardson also asked about the suspension data, specifically referencing the improvement from 11.2 percent to 7.9 percent. Dr. Rossi de Campos explained that the improvement was attributed to strengthened MTSS systems, expanded wellness center supports, increased teacher awareness and relationship-building with students, implementation of the StopIt reporting system, and continued collaboration with counselors and psychologists to provide restorative and supportive interventions. Trustee Richardson commended the staff for their efforts and acknowledged the difficulty of supporting students through adolescence while expressing appreciation for their work.

Trustee Anthony focused on the academic outcomes, particularly highlighting the science results and student growth across grade levels. She expressed appreciation for the school's support systems and resources for students at different stages of learning and noted that the progress was encouraging while also emphasizing the importance of continued improvement over time. He thanked the presenters for the update and the work being done to support student achievement.

Trustee Lam shared a personal connection to Westborough and expressed strong appreciation for the school. She praised the collaboration among staff, the range of initiatives being implemented, and the positive school culture. She also emphasized the visible energy and optimism at the school and noted that students appeared engaged and supported. She described Westborough as one of his favorite places to visit and thanked the staff for their ongoing work.

Trustee Hsieh highlighted the alignment between the school's instructional vision, SPSA goals, and what is happening in classrooms. She noted encouraging improvements in ELA, science, and attendance trends, and emphasized the importance of continued focus as the school implements a new math curriculum. She encouraged

continued progress and expressed optimism about future impact.

President Murray shared a personal connection to Westborough as both a former student and a parent of alumni. She praised the intentionality of the leadership and staff, as well as the strength of the school's culture and community.

Dr. Rossi de Campos closed the presentation by expressing gratitude to the teachers and families who attended the evening to support Westborough. She emphasized the dedication and generosity of both staff and parent volunteers, noting the significant time and effort they contribute to strengthening the school community.

She then recognized several parent volunteers for their service. She thanked Ana Gee for three years of PTSA involvement and ongoing support of the school community. She also acknowledged Michelle Kater for her PTSA service and contributions, even though she was unable to attend the meeting. She recognized Carla Martinez for her three years of service on the School Site Council and noted her participation on the committee that helped select Mr. Bird, expressing appreciation for her broader contributions to the school.

Finally, she offered special recognition to PTSA President Sueanna Wong and Waymond Wong for their long-term and wide-ranging support of Westborough. She highlighted their involvement in PTSA, selection committees, and the bond site committee, describing them as deeply committed to the school community. She expressed emotional gratitude for their continued presence and support, especially during challenging moments, and shared that their children's connection to the school reflects the strength of the Westborough community.

She concluded by reflecting that this level of commitment from families and staff is what makes Westborough special and reaffirmed her appreciation for the opportunity to serve the school community.

Student Trustee Ruiz left the meeting at 8:10 p.m.

b. Literacy Update - Performance Management

Introduction

Lindsay Summers, district literacy coordinator for preschool through fifth grade, began her presentation by greeting the board, Dr. Moore, Cabinet, and the South San Francisco community. She shared that she was honored to highlight the district's literacy initiatives and the impact of ongoing work to improve student outcomes.

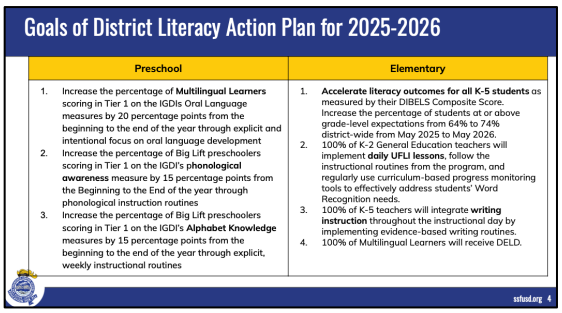
She outlined the focus of her presentation, noting that she would review the district's literacy vision statement, literacy goals, key highlights aligned to the district strategic plan, DIBELS reading data, and next steps in the district's literacy work. She then presented the district's literacy vision, emphasizing that South San Francisco Unified School District is committed to providing equitable, engaging, rigorous, and student-centered literacy instruction for all students from preschool through twelfth grade.

Goals for 2025-2026

As part of her role, Ms. Summers shared that she has led the development and monitoring of the district's literacy action plan, ensuring that both preschool and elementary literacy plans are equity-focused and aligned with one another. She explained that this alignment strengthens instructional coherence in literacy and supports students as they move through grade levels.

She emphasized the importance of instructional practices and systems that build toward reading proficiency for all students. She then described current preschool priorities, which include increasing oral language development for multilingual learners, strengthening phonological awareness for all students, and building alphabet knowledge for all students.

She also outlined elementary literacy priorities for the year, including accelerating literacy outcomes for all students by 10 percent on DIBELS, implementing daily UFLI phonics lessons, integrating writing instruction across the school day, and ensuring that all multilingual learners receive designated English language development.



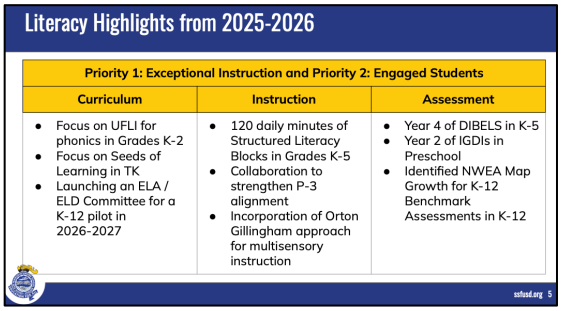
<u>Highlights from 2025-26</u>

Ms. Summers explained that the district's literacy work in curriculum, instruction, and assessment is aligned to the district's strategic plan, with a strong focus on exceptional instruction and student engagement.

She noted a districtwide emphasis on UFLI implementation in grades K–2 and the Seeds of Learning framework in transitional kindergarten. She also shared that the district is preparing to launch a K–12 ELA and ELD committee in support of an upcoming curriculum pilot.

She highlighted the continuation of 120-minute daily structured literacy blocks in grades K–5 and an increased use of multisensory instructional approaches aligned with the Orton-Gillingham framework. She emphasized that through intentional collaboration across preschool through third grade and instructional site visits, the district is working to prevent early academic gaps.

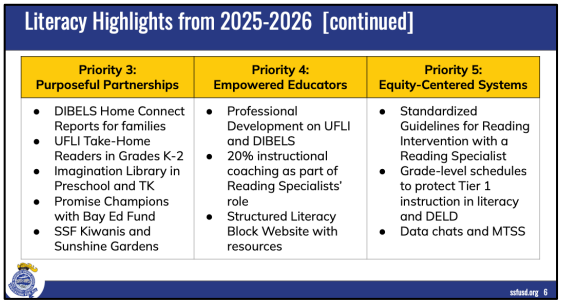
She added that the district is in its fourth year of administering DIBELS mCLASS and its second year of IGDIs in preschool. She also noted that NWEA MAP Growth has been identified as the district's K–12 ELA and math benchmark assessment for the following year, explaining that this tool will support ongoing monitoring of student progress and inform instructional planning.



Ms. Summers continued by describing the district's work through purposeful partnerships. She explained that elementary educators are providing families with DIBELS Home Connect reports, which share each student's current reading data along with individualized strategies and resources to support reading growth at home. She added that most elementary sites are implementing the UFLI take-home reader program in grades K–2, while preschool and transitional kindergarten are using Dolly Parton's Imagination Library to support access to books at home.

She highlighted additional community partnerships, including the BayEd Fund's Promise Champions program at Martin and Los Cerritos, as well as the South San Francisco Kiwanis support for increased access to books at Sunshine Gardens, with hopes of expanding to more schools in the future.

In regards to professional learning and educator support, Ms. Summers noted that professional development has focused on both UFLI and DIBELS assessments. She shared that the district's 15 reading specialists provide instructional coaching to support colleagues in implementing science-of-reading-aligned instruction, and that a structured literacy block website has been developed to provide instructional resources for teaching and lesson design.

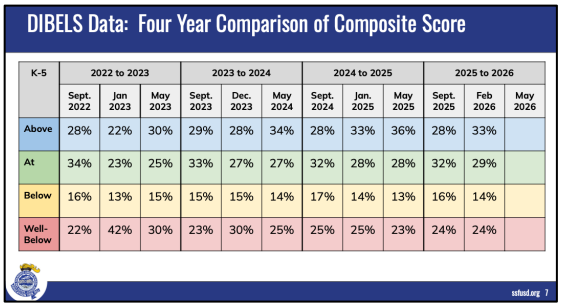


<u>DIBELS Data</u>

Ms. Summers explained that DIBELS is the district's mandated reading assessment in grades K–5, noting that DIBELS stands for Dynamic Indicators of Basic Early Literacy Skills. She described it as a series of quick, timed, grade-level subtests used both for benchmarking and for progress monitoring. She emphasized that the assessment helps identify and target students' literacy needs and supports decisions about placement on reading specialist caseloads.

She shared that this year, 518 additional students participated in the DIBELS mCLASS assessment, including newcomers and most students in special education who had not previously been assessed in prior years. She explained that this expansion has made the district's DIBELS data more representative of student performance across all subgroups at the elementary level.

She then referenced comparative data across the past four years for K–5 composite reading scores and noted that May 2026 results will be shared with the board and cabinet once available. She concluded by highlighting that the district's four-year literacy efforts have led to measurable outcomes, including a 17 percent overall increase in K–5 reading proficiency and an 18 percent decrease in students performing in the "well below expectations" range.

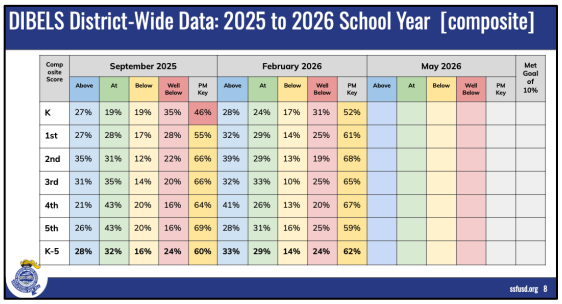


DIBELS Data: Four Year Comparison of Composite Score

K-5	2022 to 2023			2023 to 2024			2024 to 2025			2025 to 2026		
	Sept. 2022	Jan 2023	May 2023	Sept. 2023	Dec. 2023	May 2024	Sept. 2024	Jan. 2025	May 2025	Sept. 2025	Feb 2026	May 2026
Above	28%	22%	30%	29%	28%	34%	28%	33%	36%	28%	33%	
At	34%	23%	25%	33%	27%	27%	32%	28%	28%	32%	29%	
Below	16%	13%	15%	15%	15%	14%	17%	14%	13%	16%	14%	
Well-Below	22%	42%	30%	23%	30%	25%	25%	25%	23%	24%	24%	

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Ms. Summers shared grade-level DIBELS data comparing September 2025 and February 2026. She reported that overall K–5 reading proficiency increased by 2 percent over the past five months. She noted gains in kindergarten and first grade, each showing a 6 percent increase in reading proficiency, as well as a 2 percent increase in second grade and a 3 percent increase in fourth grade. She also acknowledged areas of decline, including a 1 percent decrease in third grade and a 10 percent decrease in fifth grade.

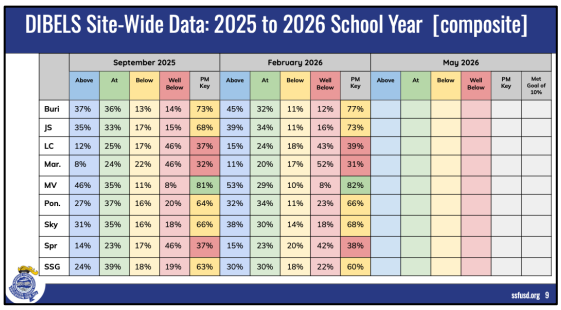


DIBELS District-Wide Data: 2025 to 2026 School Year [composite]

Composite Score	September 2025					February 2026					May 2026					Met Goal of 10%
	Above	At	Below	Well Below	PM Key	Above	At	Below	Well Below	PM Key	Above	At	Below	Well Below	PM Key	
K	27%	19%	19%	35%	46%	28%	24%	17%	31%	52%						
1st	27%	28%	17%	28%	55%	32%	29%	14%	25%	61%						
2nd	35%	31%	12%	22%	66%	39%	29%	13%	19%	68%						
3rd	31%	35%	14%	20%	66%	32%	33%	10%	25%	65%						
4th	21%	43%	20%	16%	64%	41%	26%	13%	20%	67%						
5th	26%	43%	20%	16%	69%	28%	31%	16%	25%	59%						
K-5	**28%**	**32%**	**16%**	**24%**	**60%**	**33%**	**29%**	**14%**	**24%**	**62%**						

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For site-specific DIBELS data comparing September 2025 and February 2026, Ms. Summers noted that while there is variation across school sites, educators and site administrators remain committed to accelerating student literacy outcomes, with particular attention to students performing below grade-level benchmarks.



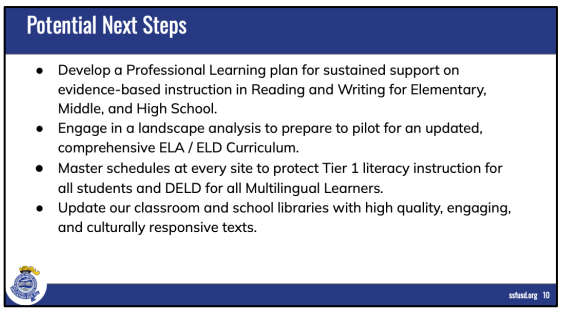
DIBELS Site-Wide Data: 2025 to 2026 School Year [composite]

	September 2025					February 2026					May 2026					
	Above	At	Below	Well Below	PM Key	Above	At	Below	Well Below	PM Key	Above	At	Below	Well Below	PM Key	Met Goal of 10%
Buri	37%	36%	13%	14%	73%	45%	32%	11%	12%	77%						
JS	35%	33%	17%	15%	68%	39%	34%	11%	16%	73%						
LC	12%	25%	17%	46%	37%	15%	24%	18%	43%	39%						
Mar.	8%	24%	22%	46%	32%	11%	20%	17%	52%	31%						
MV	46%	35%	11%	8%	81%	53%	29%	10%	8%	82%						
Pon.	27%	37%	16%	20%	64%	32%	34%	11%	23%	66%						
Sky	31%	35%	16%	18%	66%	38%	30%	14%	18%	68%						
Spr	14%	23%	17%	46%	37%	15%	23%	20%	42%	38%						
SSG	24%	39%	18%	19%	63%	30%	30%	18%	22%	60%						

Ms. Summers concluded her presentation by expressing pride in the district's literacy accomplishments and noting that key next steps have emerged from the work. She identified sustained professional learning in reading and writing as an ongoing area of need for certificated staff, classified staff, and administrators across elementary, middle, and high school levels.

She shared that the district is preparing to move forward with a pilot of high-quality instructional materials for ELA and ELD, designed to better meet student needs and support continued literacy growth. She emphasized that student literacy success also depends on consistent access to diverse, relevant, grade-level texts in all instructional spaces, both to strengthen reading skills and to foster a love of reading. She added that an update and continued investment in classroom and school libraries would be a valuable enhancement to support this goal.

She closed by thanking the board for their partnership and leadership, stating that their commitment to literacy makes the work possible, and offered to answer any questions from the board.



Trustee Anthony expressed appreciation for Ms. Summers' presentation and noted the clarity of the literacy data, particularly the district's shift toward assessing all students rather than using the assessment only for intervention purposes. She confirmed her understanding that the DIBELS assessment is now being used as a broader, districtwide monitoring tool, and Ms. Summers affirmed that this was correct.

Trustee Anthony also commented positively on the district's investment in professional development and the structured literacy block. She emphasized the importance of consistent reading practice and referenced prior school initiatives encouraging students to read regularly each day. She asked whether similar practices, such as daily reading expectations, are currently being promoted across schools. Ms. Summers responded that the district continues to emphasize reading stamina, fluency, and joy of reading alongside explicit literacy instruction, and noted that many schools are implementing a "read every night" challenge. She added that Los Cerritos helped lead this initiative.

Trustee Anthony then asked about the impact of increased access to diverse books, referencing support from the South San Francisco Education Foundation and the Kiwanis Club. Ms. Summers responded that while she believes there has been a positive impact, it is difficult to quantify the direct effect of those efforts on student outcomes.

Trustee Anthony concluded by expressing enthusiasm for take-home reading resources and emphasized the importance of strengthening family literacy, particularly in supporting households where caregivers may have varying levels of literacy. She encouraged continued focus in this area, and Ms. Summers responded that the district plans to continue this work.

Trustee Hsieh thanked Ms. Summers for a clear and comprehensive literacy vision and highlighted the coherence of the district's approach from preschool through grade 12. She noted appreciation for the emphasis on evidence-based practices, including DIBELS, and shared that the progress in early literacy is encouraging.

She added that a key next step, in her view, is ensuring consistent implementation and progress across all school sites so that all students benefit equitably from the district's literacy efforts.

Trustee Richardson thanked Ms. Summers for the comprehensive report and raised a question about the reclassification of English learners. She expressed concern about whether students who reach English proficiency and are reclassified might lose some of the gains they made once they no longer receive additional language support.

Ms. Summers responded that district data on students who have been reclassified from the multilingual learner category shows that these students continue to grow in both language and literacy development.

Trustee Richardson responded that this was very encouraging and shared that she feels reassured by the data, noting that she finds the growth in reclassification numbers from year to year very positive.

Dr. Campbell added to the discussion by noting that research indicates reclassified students not only continue to grow but often outperform their peers academically.

Trustee Lam thanked Ms. Summers for the report and expressed appreciation for the district's increased intentionality in using data to monitor student progress, particularly through DIBELS and the upcoming NWEA MAP assessment. She also acknowledged the partnership with the Kiwanis Club and their support in providing books to Sunshine Gardens, noting appreciation for that collaboration.

She then raised a question about the district's literacy strategy, noting that while early grade gains appear strong, progress in grades three through five seems more uneven. She asked whether the district is placing too much emphasis

on early literacy and whether adjustments are needed to ensure continued growth across all grade levels.

Ms. Summers responded that different grade levels and student cohorts do experience distinct challenges. She explained that the slight decline in third grade reflects normal variation in benchmark performance, where students may still be growing in literacy but not yet at a pace that moves them into the next proficiency category. She noted that benchmark classifications are dynamic and can shift between assessment windows.

She added that fourth grade showed a 3 percent increase in reading proficiency, while fifth grade experienced a 10 percent decrease. She explained that the fifth-grade DIBELS assessment is particularly demanding, focusing on rapid oral reading fluency, which requires a high level of performance to meet grade-level standards. She noted that it is not uncommon to see variability at middle-of-year benchmarks nationally, and that this year's decline is larger than desired but still reflects overall progress compared to prior years.

She concluded that, despite these fluctuations, districtwide trends remain positive and more encouraging than in past years, indicating overall improvement in literacy outcomes across the system.

President Murray thanked Ms. Summers for her report and expressed appreciation for her ongoing work. She emphasized that the importance of reading cannot be overstated and noted that the information provided in the presentation was valuable and gave the board much to consider. She commended Ms. Summers for doing an excellent job and thanked her for her efforts.

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

O. PRESENTATION WITH POTENTIAL ACTION – None

P. CONSENT AGENDA

MOTION #193 (Anthony/Hsieh) to approve 1a. Minutes of the March 12, 2026 Regular Board meeting; 1b. Proposed Board of Trustees' meeting calendar for the 2026-27 school year; 2a. Permission for ECHS swim athlete to participate in the CIF State Swim Championship in Fresno, CA, May 14 – 16, 2026; 2b. Permission for District staff to attend the Association for Behavior Analysis

International (ABAI) Convention in San Francisco, CA, May 23 – 24, 2026; 2c. Permission for Adult Education staff to attend the CASAS National Summer Institute in Orange County, CA, June 15 – 18, 2026; 2d. Permission for SSFHS staff to attend the American School Counselor Association (ASCA) Conference in New Orleans, LA, July 11 – 14, 2026; 3a. Certificated Personnel Assignment Order *with a change to Houle, Robert's school site as Skyline Elementary*; 3b. Classified Personnel Assignment Order; 4a. Purchase Order Listing, January 2026; 4b. Declaration of surplus items; 4c. Warrant Register, January 2026; 4d. Cash Receipts, January 2026; 4e. Gifts to the District; 4f. Fundraising events for the 2025-26 school year; 4g. Professional services agreements under $25,000. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

ACTION

1. ADMINISTRATION

a. Resolution No. 26-12 National Child Abuse Prevention Month

The resolution was read by Trustee Anthony.

MOTION #194 (Richardson/Lam) to adopt Resolution #26-12: In support of National Child Abuse Prevention Month. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Resolution No. 26-13 Autism Awareness Month

The resolution was read by Trustee Lam.

MOTION #195 (Richardson/Hsieh) to adopt Resolution #26-13: In support of Autism Awareness Month. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

c. Resolution No. 26-15 for Trustee Compensation

MOTION #196 (Anthony/Lam) to adopt Resolution #26-15: To allow stipend payment for Trustee Richardson who was absent from the March 12, 2026 Board meeting and a waive of the reading. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

2. TEACHING & LEARNING

a. Approval of a 3-Year Extension with McGraw-Hill for the Impact Social Science Instructional Materials

MOTION #197 (Lam/Richardson) to approve a three-year extension of the Impact Social Studies instructional materials for grades 6–12 with McGraw-Hill in the amount of $360,652.50. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Approval of New Course – Tagalog 2 (Filipino)

Trustee Lam provided context that the district had previously approved a Tagalog I course at an earlier board meeting and is now considering the addition of Tagalog II. She referenced her earlier question about meeting UC and CSU A–G requirements, noting that students need two years of a world language to qualify. She confirmed that offering a second level course is necessary for students who choose Tagalog to meet those requirements, which Dr. Moore affirmed.

Trustee Lam also revisited her earlier question about the timing of implementation for Tagalog II, noting that whether the course is offered immediately will depend on student interest and enrollment.

MOTION #198 (Anthony/Hsieh) to approve the Tagalog 2 (Filipino) course for implementation at SSFUSD high schools, beginning at El Camino High School in the 2026–2027 school year. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

c. Resolution No. 26-16 Authorization to Execute Transition Partnership Program Contract

Trustee Richardson asked if the action item was for the ATP program at Baden High School or implemented elsewhere in the district. She noted that she believed the information might already be included in the materials but wanted confirmation.

Dr. Campbell responded that she would need to respond

back to her at later time.

MOTION #199 (Anthony/Hsieh) to adopt Resolution #26-16 authorizing designated South San Francisco Unified School District personnel to execute the Contract Signature Authorization form with the California Department of Rehabilitation for the Transition Partnership Program and a waive of the reading. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

3. HUMAN RESOURCES

a. Approval of the MOU with South San Francisco Classroom Teachers Association (SSFCTA) for Danielson Framework Implementation

MOTION #200 (Anthony/Hsieh) to approve the MOU between the District and SSFCTA to support the adoption and implementation of the Danielson Framework for professional standards and evaluation of all certificated staff. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Approval of the MOU with South San Francisco Classroom Teachers Association (SSFCTA) for the Special Education Retention Bonus

MOTION #201 (Lam/Hsieh) to approve the MOU between the District and SSFCTA for the Special Education (Education Specialist) Retention Bonus, effective for the 2026–2027 school year. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

c. Approval of the Special Education Program Specialist Job Description

MOTION #202 (Anthony/Lam) to approve the job description for the Special Education Program Specialist. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

4. STUDENT & FAMILY SERVICES

a. Approval of the 3-Year License Renewal with EveryDay Labs

MOTION #203 (Anthony/Richardson) to approve the three-year license renewal with EveryDay Labs for the EveryDay software platform, including the EveryDay Intervention, EveryDay Truancy, and EveryDay Pro modules, in the amount of $234,572.63. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Approval of the MOU with Boys & Girls Club of the Peninsula (BGCP) - Future Grads Program

Trustee Anthony noted that the framework was new to her and found it interesting that an agreement must follow this process before coming to the board for approval.

MOTION #204 (Richardson/Lam) to approve the MOU with BGCP for the Future Grads Program at El Camino High School and South San Francisco High School for the 2025-26 school year. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

c. Approval of the MOU with Boys & Girls Club of the Peninsula (BGCP) - Summer 2026 Expanded Learning Opportunities Program (ELOP)

MOTION #205 (Richardson/Lam) to approve the MOU with BGCP for the Summer 2026 ELO-Program in the amount of $212,525. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

5. BUSINESS SERVICES

a. Approval of Amendment #1 with CAW Architects for South San Francisco High School Modernization

Trustee Richardson appreciated staff's clarification and noted the importance of clearly communicating project details, such as locker and dressing rooms, so the community understands how funds are being used.

Trustee Anthony emphasized that the project includes much more than dressing rooms and expressed excitement about moving forward with the next phase of bond projects.

Trustee Lam highlighted the broader scope, including a new CTE wing, and noted the long timeline for completion.

Trustee Richardson added that the project reflects the significant needs of aging high school facilities.

MOTION #206 (Anthony/Richardson) to approve Amendment #1 to the agreement with CAW Architects for additional services, including design and construction administration, for the South San Francisco High School Modernization project in the amount of $6,035,032. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Resolution No. 26-14 and Change Order #4 for Westborough Middle School Field & Pavement Improvements Project

Trustee Lam asked for an update on the timeline for opening the field and whether it would be ready in April. Ms. Shelton responded that while progress is ongoing, delays due to unforeseen stormwater issues mean the field is now expected to be completed by mid-May, though it will be finished before the end of the school year.

Trustee Lam also inquired about potential future change orders, and Ms. Shelton confirmed that at least one more is anticipated.

Trustee Anthony commented on the challenges of construction projects, noting that unexpected issues often arise and can complicate timelines and costs, while still expressing support for completing the work.

MOTION #207 (Hsieh/Richardson) to adopt Resolution #26-14, declaring the futility of public bidding for additional construction work, and approval of Change Order #4 to the contract with McGuire & Hester for the Westborough Middle School Field and Pavement Improvements project in the amount of $130,126 and a waive of the reading. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None).

Motion Carried. (Unanimous)

c. Approval of Agreement with Vanir Construction Management, Inc. for Sunshine Gardens Elementary School Modernization

MOTION #208 (Anthony/Hsieh) to approve the agreement with Vanir Construction Management, Inc. for construction management services for the Sunshine Gardens Elementary School Modernization Project in the amount of $1,397,900. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

d. Approval of Firms for Cost Estimating Services Pool - Measure T Program

MOTION #209 (Richardson/Lam) to approve the selected firms outlined in the memo for inclusion in a Cost Estimating Services pool to support the Measure T Bond Program and the Facilities Department. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

e. Approval of Agreement with Advanced Inspections, Inc. for District Office Annex Project

Trustee Richardson asked whether upcoming building inspections would include consideration of insulation to mitigate airport noise for district office annex spaces. Mr. O clarified that inspectors only verify compliance with approved design plans and do not evaluate or add features such as noise insulation.

Ms. Shelton explained that any such considerations would need to be included during the design phase. She noted that while this could be raised with design teams, the plans for the current project may already be finalized and submitted, limiting the opportunity for changes.

Trustee Richardson expressed appreciation for the information.

MOTION #210 (Lam/Hsieh) to approve the agreement with Advanced Inspections, Inc. to provide Inspector of Record services for the District Office Annex Project in the amount

of $10,000. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

f. Approval of Agreement with Advanced Inspections, Inc. for New TK Classrooms

MOTION #211 (Lam/Anthony) to approve the agreement with Advanced Inspections, Inc. to provide Inspector of Record services for the new TK classrooms at Monte Verde Elementary School and Junipero Serra Elementary School in the amount of $34,000. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

g. Approval of Agreement with Pionic Unit Construction for New TK Classrooms

Trustee Lam confirmed that construction at Monte Verde and Junipero Serra is beginning over spring break and asked about the timeline. Mr. Kitchens confirmed this and clarified that mid-May is a coordination milestone, while substantial completion is scheduled for June 26.

Trustee Anthony confirmed that the timeline means the facilities will be ready for the next school year. Mr. Kitchens added that mid-May will include a key milestone when cranes install the buildings.

MOTION #212 (Anthony/Richardson) to approve the agreement with Pionic Unit Construction for the new TK classrooms at Monte Verde Elementary School and Junipero Serra Elementary School in the amount of $1,486,000. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

h. Approval of Agreement Ninyo & Moore for Geotechnical and Inspection Services – New TK Classrooms

Trustee Richardson asked about space constraints at Monte Verde and whether anything would be demolished to accommodate the new classroom.

Mr. Kitchens explained that an existing kindergarten play structure will be removed from the play yard area to make space for the new TK classroom. New play structures will

then be installed alongside the new classroom, effectively replacing what was removed.

MOTION #213 (Lam/Anthony) to approve the agreement with Ninyo & Moore for geotechnical observation, materials testing, and special inspection services for the new TK classrooms at Junipero Serra Elementary School and Monte Verde Elementary School in the amount of $43,470. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

i. Approval of Agreement with Better Building Construction for District Office Modular Building Installation

Mr. Kitchens noted a correction to the reported amount, clarifying that the correct figure is $466,600, as $600 had been inadvertently omitted earlier.

MOTION #214 (Anthony/Lam) to approve the agreement with Better Building Construction for the installation of the new District Office relocatable modular office building *with a change to the amount of $466,600*. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

j. Approval of Agreement with Akshaya Inc. for Temporary Technology Staffing

MOTION #215 (Anthony/Lam) to approve the agreement with Akshaya Inc. for temporary technology staffing support for the Technology Equipment Refresh Project in an amount not to exceed $132,600. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS – None

April 9, 2026

- Presentation Teaching and Learning – Buri Buri ES
- Presentation Performance Management – NGSS/Genentech
- Williams report for 3rd quarter ending 3/31/26
- Resolution for Earth Day (April 22)
- Approval of LCFF supplemental funded positions
- Approval of Skyline Middle College MOU for 2026-27

- Resolution for Day of the Teacher (5/5/2026)
- Resolution for Classified School Employee Week (5/17/23-5/23/26)
- Resolutions for retirees

April 23, 2026

- Presentation Teaching and Learning – Monte Verde ES
- Presentation Performance Management – Multilingual Language Learners
- Approval of designated representatives to CIF (California Interscholastic Federation)
- Approval of SPSAs
- Resolution honoring Asian Pacific American Heritage Month (May)

May 2, 2026 – Special Meeting/Board Workshop (*District Office*)

- Board Workshop

May 7, 2026

- Recognition for outgoing Student Trustee Ruiz
- Presentation Teaching and Learning – El Camino HS
- Presentation on Induction
- Presentation on Counseling
- Approval of the Board meeting calendar for the 2026-27 school year
- Approval for 5th graders to attend SMCOE Outdoor Education
- Approval of Graduates and Certificates of Completion - Baden HS, ECHS, SSFHS, and Adult Education
- Resolution for Fund 11 and Fund 14 account balances
- Resolution – Reappointment of CBOC members
- Approval of All City agreement for crossing guards for 2026-27
- Approval of MOU with Legarza Sports for 2026-27

May 21, 2026

- Presentation Teaching and Learning – Baden HS/ Adult Education
- Presentation Teaching and Learning – Special Education
- Presentation on 2026-27 LCAP draft plan
- Public Hearing 2026-27 LCAP draft plan
- Approval of the Children's Center Program annual self-evaluation reports
- Approval for destruction of Disposable Class 3 records
- Approval of updated Board Governance Handbook
- Approval of the agreement with SMCOE for Center for Learning Data Sharing
- Information on May revision of the Governor's 2026-27 budget
- Approval of Bill Saving Facilities Consulting agreement for 2026-27
- Resolution in support of LGBTQ+ Pride Month (June)

June 11, 2026

- Presentation on 2026-27 Preliminary Budget
- Public Hearing 2026-27 Preliminary Budget
- Adoption of 2026-27 LCAP
- Approval of Local Indicators
- Approval of SMCOE Induction Program agreement for 2026-27
- Approval of updated Board Governance Handbook
- Approval of Board of Trustees Compensation increase for 2026-27
- Approval of supplementary instructional materials
- Approval of the agreement with Newsela for the 2026-27 school year
- Approval of Scoot Education MOU
- Resolution on Budgetary increases and year end transfers

June 25, 2026

- Presentation on Counseling and Safe School Advocates Services and approval for 2026-27
- Presentation on SLO MOU with student data
- Adoption of 2026-27 Preliminary Budget
- Information on Daybreak Mental Health and approval of MOU
- Approval of SMCOE Outdoor Education dates for 2026-27
- Approval of Paper Education Company agreement for 2026-27
- Approval to increase facility use fees for 2026-27
- Approval to increase District rental/leasing rates for 2026-27
- Approval to continue NPS contracts for 2026-27
- Resolution on Education Protection Account Funds

SUMMARY OF BOARD DIRECTIVES – None

GOOD AND WELFARE

Trustee Anthony wished everyone a good spring break.

Trustee Lam shared appreciation for the RFEP reclassification celebration, describing it as meaningful and comparable to a graduation, and expressed gratitude for the district's support of multilingual learners. She also wished everyone a happy spring break.

Trustee Richardson reported attending the Personnel Commission meeting, where a new commissioner was installed, and shared updates from a budget presentation noting concerns about declining enrollment alongside increasing student needs, particularly in special education. She also highlighted the reclassification celebration, praised student achievements, and commended the superintendent's Spanish remarks at the event. She concluded by wishing everyone a restful spring break.

Trustee Hsieh wished everyone a happy spring break.

Dr. Moore shared that she attended a retirement celebration for former County Superintendent Nancy Magee, highlighting her student-centered leadership and wishing her well in retirement.

President Murray also congratulated Nancy Magee on her retirement and wished everyone a happy spring break.

ADJOURNMENT – 9:25 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board Policies and Bylaws Committee Meeting of April 3, 2026

OPEN SESSION

A. CALL TO ORDER – 3:00 p.m.

B. ROLL CALL

Committee Members: Vice President Chialin Hsieh – Present
Trustee Amanda Anthony – Present

C. PLEDGE OF ALLEGIANCE

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. PUBLIC COMMENTS - None

INFORMATION/DISCUSSION

PAGE

1. ADMINISTRATION

a. Board Policies and Bylaws Committee

Board Vice President Chialin Hsieh and Trustee Amanda Anthony reviewed and discussed the following Board policies before they are presented to the full Board of Trustees for consideration and approval at upcoming regular Board meetings.

Documents:

BB 5131 - Conduct	1 - 7
BP 5131.6 - Alcohol and Other Drugs	8 – 9
BP 5131.8 – Mobile Communication Devices	10
BB 9150 - Student Board Member	11 - 17
BP 0450 - Comprehensive Safety Plan	18 - 21
BP 1312.3 - Uniform Complaint Procedures	22 - 28

BP 4030 - Nondiscrimination in Employment	29 - 34
BP 4033 - Lactation Accommodation	35 - 38
BP 4112.9 - Employee Notifications	39 - 40
BP 4219.9 - Employee Notifications	41 - 42
BP 4312.9 - Employee Notifications	43 - 44
BP 4119.11 - Sexual Harassment	45 - 49
BP 4219.11 - Sexual Harassment	50 - 54
BP 4319.11 - Sexual Harassment	55 - 59
BP 5125.1 - Release of Directory Information	60 - 61
BP 5145.3 - Nondiscrimination/Harassment	62 - 65
BP 5145.6 - Parent/Guardian Notifications	66 - 67
BP 5145.7 - Sexual Harassment	68 - 71
BP 5146 - Married/Pregnant/Parenting Students	72 - 79
BB 9011 - Disclosure of Confidential/Privileged Information	80 - 82
BP 3515.4 - Recovery for Property Loss or Damage	83
BP 5113 - Absences and Excuses	84 - 85
BP 5113.12 - District School Attendance Review Board	86
BP 5113.2 - Work Permits	87 - 88
BP 5141 - Health Care and Emergencies	89 - 91
BP 5141.4 - Child Abuse Prevention and Reporting	92 - 95
BP 5142 - Safety	96 - 97

ADJOURNMENT – 3:32 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Regular Meeting of April 9, 2026

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

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

OPEN SESSION — 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION – 6:30 p.m.

1. Public Employee Discipline/Dismissal/Release (Government Code § 54957)

2. To consider the appointment of one (1) public employee to the position of Interim Director of Curriculum, Instruction, and Assessment, in accordance with Government Code § 54956

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

B. ROLL CALL

Board Members: Ms. Amanda Anthony – Present
Mrs. Amy Lam – Present
Dr. Chialin Hsieh – Present
Mrs. Patricia Murray – Present
Mrs. Mina Richardson – Present

Cabinet Members: Dr. Shawnterra Moore, Superintendent – Present
Mr. J. Marwan Hannon, Assistant Superintendent, Human Resources – Present
Dr. Marcos Garcia, Assistant Superintendent, Student & Family Services – Present
Dr. Nia Campbell, Assistant Superintendent, Teaching & Learning – Present
Mr. Ted O, Assistant Superintendent, Business Services – Present

C. PLEDGE OF ALLEGIANCE was led by Buri Buri Elementary School 5th grade student Isaac Contreras. Principal Ramich recognized him as a true blessing to the Buri Buri school community and an outstanding representative for all Bobcats. It was also noted that his mother is a valued staff member who serves in the school

office, further reflecting the strong connection between home and school at the site. Isaac was acknowledged for embodying the positive values, pride, and spirit of Buri Buri Elementary School.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION – Mr. Hannon reported that, in accordance with Government Code section 54957, the board took action in closed session to appoint one public employee to the position of Interim Director of Curriculum, Instruction, and Assessment.

Jason Brockmeyer was appointed to the role with an effective start date of July 1, 2026. The motion was made by Trustee Hsieh and seconded by Trustee Richardson, and it passed unanimously with a 5–0 vote.

F. REVIEW OF AGENDA – None

G. PTA COUNCIL REMARKS – Rhonda Orr, PTA president at Buri Buri Elementary, shared upcoming PTA events across the district, including community activities and fundraisers at Skyline, Ponderosa, and Buri Buri throughout April and May. She expressed appreciation for PTA members, parent volunteers, and teachers for their ongoing support.

She highlighted Buri Buri's strong sense of community, recognizing volunteers who contributed to programs like Art in Action, school events, and teacher appreciation efforts. She emphasized that PTA efforts are aligned with district goals, particularly around building belonging and community through inclusive family events such as the harvest festival and the upcoming art and talent show on April 24.

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

San Francisco Federation of Adult Educators – None

South San Francisco Classroom Teachers Association – Shari Giusti, President of SSFCTA, began by emphasizing the critical need for training and support for educators amid ongoing instructional changes.

She acknowledged that change in education is constant, including new curriculum, assessments, roles, and instructional models, but stressed that successful implementation depends on adequate preparation. Without intentional training, collaborative planning time, and ongoing coaching, these shifts can lead to increased teacher stress, inconsistent practices, and negative impacts on student learning.

Ms. Giusti highlighted that educators are not resistant to change but are concerned about being expected to implement new initiatives without the necessary support. She underscored that well-supported teachers lead to stronger student outcomes, improved equity, and more effective systemwide progress.

Referencing Linda Darling-Hammond, she reinforced that well-informed teachers are essential to student success. She urged the district to invest in comprehensive professional development, clear communication, reduced workloads during transitions, and meaningful educator input to ensure that instructional changes are implemented effectively.

She concluded by calling on the board to provide the funding, time, and structures needed so all educators can succeed in their evolving roles, ultimately benefiting students.

California School Employees Association Chapter 197 – None

I. PERSONNEL COMMISSION

Mr. Hannon announced that the next Personnel Commission meeting will be held on Monday, April 20, 2026, at 5:00 p.m. in the District Office boardroom.

J. ITEMS FROM THE BOARD

Trustee Anthony shared that the Board Bylaws Committee met on April 3 and that proposed policy updates will be brought forward at a future board meeting.

Trustee Hsieh announced an upcoming Facilities Subcommittee meeting scheduled for April 16 at 4:00 p.m. at the district office.

K. SUPERINTENDENT'S REPORT

a. **Other** – Dr. Moore shared that the district will host a Community Learning Exchange on April 15 at Baden Continuation High School. The event aligns with the strategic plan focus on purposeful partnerships and will center on student belonging. The evening will include dinner, student performances, and discussions using data to identify ways the community can work together to strengthen belonging across the district. Speakers

will include a Baden student, a South San Francisco High School educator, and a parent involved in the Promise Champions program.

b. Other – Dr. Moore shared that students from South San Francisco High School participated in the ExploraVision Competition, sponsored by the National Science Teaching Association.

In the school's first year participating, two student teams earned national Honorable Mention recognition, reflecting strong creativity, innovation, and scientific thinking.

The recognized projects included Aeroguard, focused on continuous nanopore field-based biosensors by Chelsea Solorzano and Achilles Cerda, and BioHarvest, centered on sustainable agriculture by Athalia Lo and Jade Delosreyes.

Dr. Moore noted that this achievement highlights the strength of the district's science programs and the collaboration between staff and students, expressing pride in the students for representing the district on a national stage.

c. Other – None

L. STUDENT TRUSTEE REPORTS

1. Isabelle "Izzy" Ruiz, Spring Student Trustee and ASB President of ECHS began by highlighting recent and upcoming student activities. The school held ASB elections for the 2026–2027 school year and announced newly elected student leaders. Students also opened a 2001 time capsule, revealing memorabilia such as a signed t-shirt, yearbook, and other items, while planning a new capsule to reflect current times.

   She highlighted the Senior Passion Project Exhibition, where students will present projects tied to their interests, including volunteer work and career exploration, along with community food vendors. An Eighth Grade Family Night will also welcome incoming students and families to learn about course offerings.

   Additional events include the Special Education Program basketball tournament, a band exchange with Ingraham High School from Seattle, and auditions for the advanced dance program. Ruiz also shared details about prom, which will be held at San Francisco City Hall, featuring food, entertainment, and activities for students.

   She emphasized student safety efforts through a sober grad assembly in partnership with the South San Francisco Police Department. Ruiz also noted

strong performance in spring sports and encouraged attendance at upcoming senior nights.

2. Jaimelyn Ochoa, Fall Student Trustee and ASB President of SSFHS began by highlighting the successful “Day on the Green” event before spring break, where students enjoyed carnival-style games, food, and activities.

   She noted that students have returned from break energized as the fourth quarter begins, with strong performances across spring sports, including baseball, softball, badminton, and boys golf. The school is also hosting a spirit week fundraiser in partnership with Chick-fil-A to support student activities.

   Ochoa announced upcoming events, including prom, themed “A Night in Wonderland,” which will be held at Great American Music Hall. Additional activities include an AVID taco fundraiser, the spring musical *Ride the Cyclone*, and continued student engagement events.

   She also highlighted a safety-focused assembly organized with the South San Francisco Police Department, emphasizing responsible decision-making as students approach prom and graduation.

M. PUBLIC COMMENTS

Amy Lam-Bonilla, a parent from Buri Buri, shared brief remarks thanking the board, superintendent Dr. Moore, cabinet, and community for their work. She explained she had not planned to speak but felt compelled to express appreciation while attending to support her principal and PTA president.

She reflected on previously speaking a year ago regarding the TK program and shared that since then, her family has benefited from district improvements. She expressed gratitude for the positive impact of district efforts across schools and closed by saying she is proud to be a South San Francisco Unified School District parent.

Cuauhtemoc Cervantes, former Head Wrestling Coach at South City High School, shared concerns about a recent district decision and an email he received declining a meeting request. He expressed frustration that he has not been able to meet with district staff to discuss his case or present his perspective.

He stated that he believes the investigation was incomplete and one-sided, and raised concerns about how information was handled and communicated during the process. He also said that inaccurate information and rumors have harmed his reputation and career, which he strongly disputes.

He emphasized that he has fully cooperated with all requests, has no prior disciplinary record in his coaching career, and believes the situation has been

unfairly handled. He asked for a fair review, clearer communication, and an opportunity for resolution with the district, stating his desire to move forward and continue supporting wrestling in the community.

N. INFORMATION ONLY PRESENTATIONS

1. TEACHING & LEARNING

a. Buri Buri Elementary School

Principal Cregg Ramich presented the educational priorities and programs at Buri Buri Elementary School.

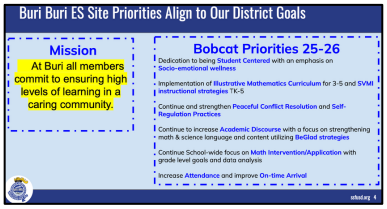
Introduction
Principal Ramich thanked the board, student trustees, cabinet, and Superintendent Dr. Moore for the opportunity to present and acknowledged district leadership support for instructional improvement.

He emphasized the district's shared values of integrity, character, and student development, noting alignment between school and district goals. His presentation focused on teaching and learning at Buri Buri Elementary School, highlighting efforts to strengthen academic discourse, math instruction (including intervention, application, conceptual understanding, and math language development), and social-emotional supports.

He also underscored the school's commitment to student belonging and well-being, including helping students build self-regulation skills and conflict resolution strategies to support both academic and personal growth.

Mission
Principal Ramich shared Buri Buri Elementary School's mission: ensuring high levels of learning within a caring community where all members, including parents, administrators, and classified and certificated staff, work collaboratively.

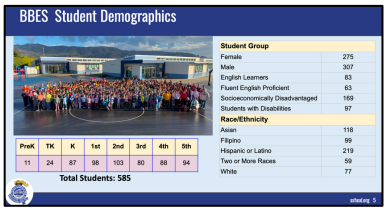
He emphasized that the school's priorities are aligned with district goals, focusing on mathematics, self-regulation, and academic discourse, while ensuring students are consistently present and able to benefit from strong instruction and programs across the school and district.



Demographics

Principal Ramich highlighted the diversity of the Buri Buri Elementary School community, noting that students include those receiving Special Ed services through IEPs, multilingual learners receiving language support, and students from families with varying levels of resources.

He emphasized that the school values its diversity and complexity, and is committed to providing the supports each student needs to succeed academically and socially within the school community.

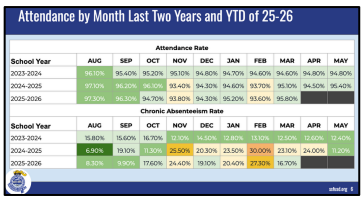


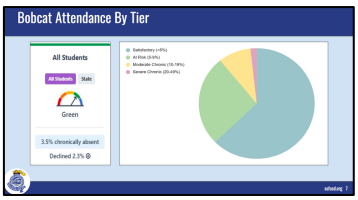
Attendance

Supporting student success begins with ensuring students attend school regularly and arrive on time so they can access instruction and services.

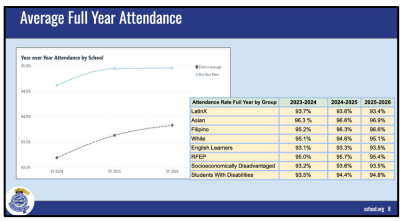
He noted that the school has strengthened attendance since COVID, with improved attendance rates and reduced absenteeism. The school actively encourages consistent attendance, including discouraging extended vacations during the school year when possible.

He also emphasized that Buri Buri provides strong supports for students' needs, including speech and language services, social-emotional supports, and academic interventions, helping ensure school is a safe, structured, and supportive environment for all learners.





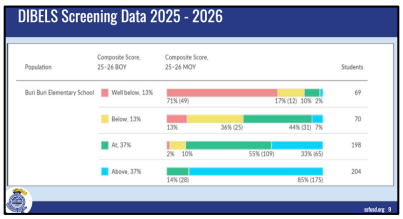
Buri Buri's attendance rate continues to improve and existing programs and supports are in place to help families maintain consistent student attendance and engagement.



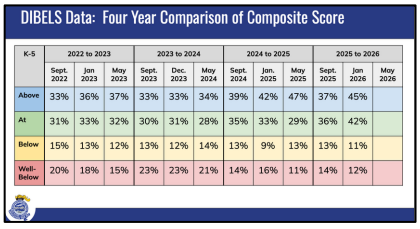
DIBELS

Principal Ramich highlighted the school's ongoing commitment to foundational skills, particularly in language and literacy.

He noted that DIBELS screening data reflects strong instruction in literacy.



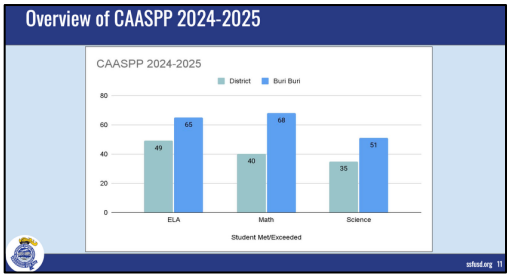
He noted that more students are performing at or above grade level standards over time, while the number of students needing intensive intervention continues to decrease throughout the year and across cohorts. He credited targeted intervention systems and instructional tools for these positive academic trends, calling the progress very encouraging.



Statewide Assessments

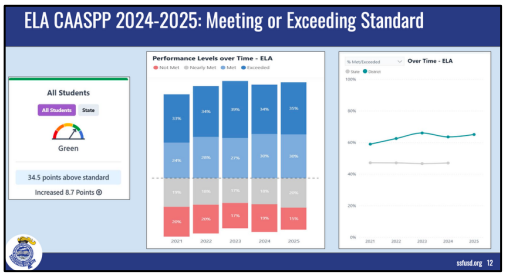
Principal Ramich shared CAASPP assessment data for grades 3–5, noting that while it represents a limited snapshot of upper elementary performance, it provides important insight into student achievement trends.

He stated that both the district and school are seeing overall growth and emphasized continued efforts to improve learning outcomes for all students across grade levels.



Principal Ramich explained the school's ELA performance trends, noting a decrease in students not meeting standards and an increase in students performing above standards.

He emphasized that the school's instructional approach is not only moving students up to grade level proficiency, but also pushing students beyond proficiency toward mastery, while continuing to support students who are below standard in moving into near or at-grade-level performance.

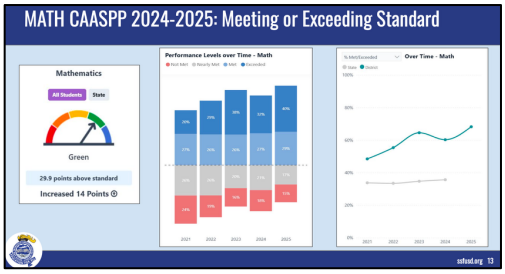


Mathematics is one of the school's primary academic focus. Principal Ramich highlighted strong year-over-year improvement in student outcomes.

He pointed to data trends showing a steady decrease in students not meeting standards and a corresponding increase in students performing at and above grade level. He noted that this growth reflects sustained instructional improvement, implementation of a new math curriculum,

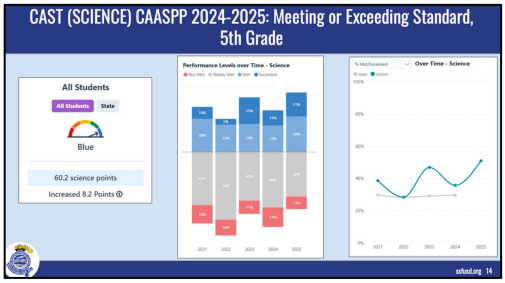
and coordinated intervention and acceleration supports.

He credited teachers and district support for the progress, highlighting collaboration, professional learning, and focused instruction in math engagement, intervention, and acceleration. He also noted a reported 14-point increase in math performance, describing it as a significant achievement built through sustained effort across the system



Principal Ramich shared that science performance has continued to improve, particularly in fifth grade, which builds on the foundation developed in earlier grades.

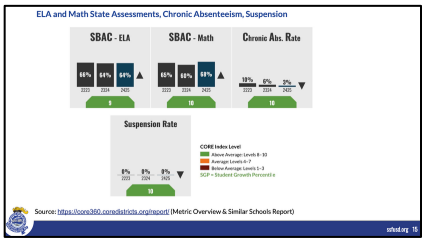
He credited strong alignment between third- and fourth-grade instruction and the current fifth-grade curriculum, noting that students are better prepared due to improved instructional materials and teacher training. He emphasized that district investment in science education, professional development, and curriculum support has contributed to rising student achievement, along with similar efforts in mathematics.

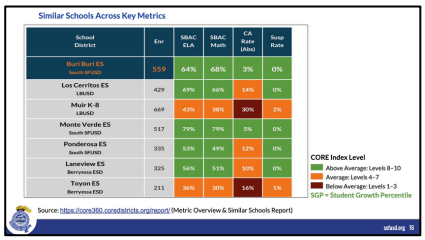


Principal Ramich shared statewide comparison data showing that the school is performing strongly relative to similar schools across California.

He noted high growth indicators across multiple categories when compared to peer schools with similar student

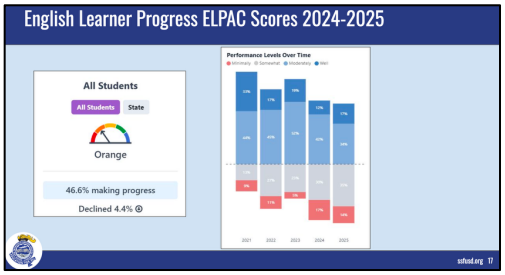
populations, describing the results as “green” across most measures. He added that Buri Buri Elementary is among the top-performing schools in these comparisons, alongside its sister school, Monte Verde Elementary School, which also shows similarly strong performance outcomes.





Principal Ramich expressed appreciation for the opportunity to support students who join the school from other communities and countries.

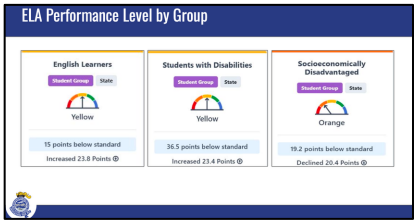
He highlighted the school’s focus on English learner progress, emphasizing development of language skills, socialization, and academic support to help multilingual learners integrate successfully and thrive within the school community.

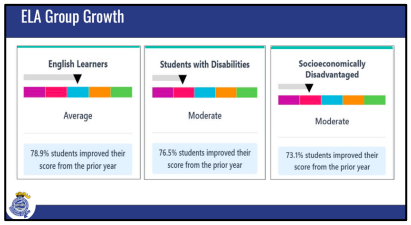


ELA performance by student subgroup is closely monitored to ensure targeted support is reaching the right students.

Principal Ramich reported strong gains among English learners (+23 points) and students with disabilities (+24 points), crediting both special education and general education teachers for collaborative instruction through push-in and pull-out supports.

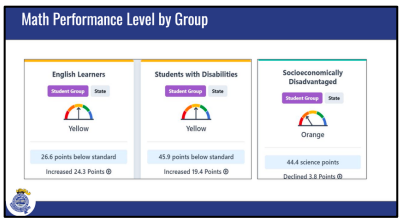
He also noted a decline in performance among socioeconomically disadvantaged students across some measures, and said the school is examining causes and redoubling efforts to strengthen language and academic supports for all students, regardless of background.

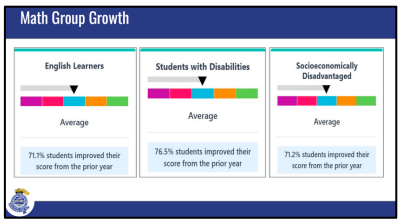




Math performance by subgroup remains 26 points below standard overall but continues to show strong gains in specific student groups.

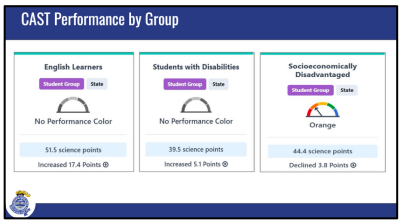
Principal Ramich reported that English learners increased by 24 points and students with disabilities increased by 19 points, crediting targeted instructional supports for these improvements. He added that socioeconomically disadvantaged students showed a leveling off after significant gains in the prior year, and the school is now intensifying efforts to strengthen math outcomes for this group.

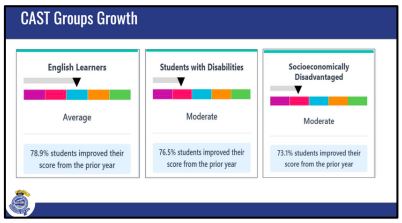




Principal Ramich noted continued improvement in CAST science assessment results, with overall upward trends in performance.

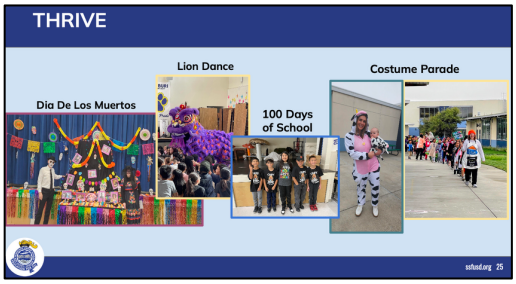
He emphasized that most student groups are showing increasing achievement, while identifying one subgroup requiring additional focus and support.





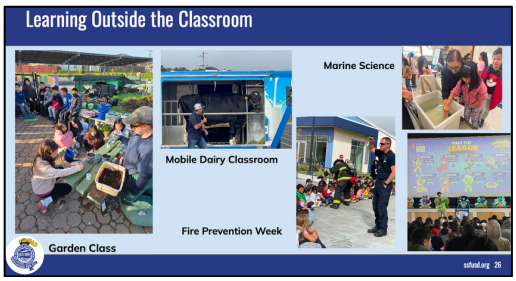
<u>School Climate & Belonging</u>
Principal Ramich emphasized that while academic data is important, it only tells part of the school's story.

He highlighted the importance of student belonging, inclusion, and participation in school celebrations, festivals, and social opportunities. He noted that these experiences help students connect with their own cultural identities while also learning about and appreciating the cultures of others within the school community.



Principal Ramich expressed gratitude for the strong support from the PTA, teachers, and broader community.

He highlighted that this partnership helps provide students with rich learning opportunities both inside and outside the classroom, including activities in school gardens and community-based experiences that enhance student learning and engagement.

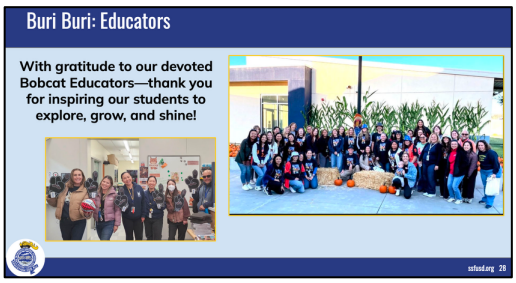


Principal Ramich expressed strong pride in the school community, describing it as deeply supportive, patient, kind, and committed.

He emphasized that the school's success is rooted in a culture of celebration and collective commitment among staff, families, and community members.



Principal Ramich concluded by emphasizing that educators are the foundation of student success, highlighting the consistency, stability, and long-term commitment of his staff and their strong collaboration within the school community.



He also expressed gratitude to PTA volunteers for their essential support in strengthening the school community. He specifically recognized several volunteers thanking them for their contributions and partnership in supporting students and families.



Trustee Richardson praised Principal Ramich's leadership and described the school as a strong success story, highlighting the progress in English learner reclassification and expressing appreciation for the district's overall academic gains. She noted that the improvements reflected meaningful pathways for student advancement and commended the presentation and outcomes shared.

Trustee Anthony focused on the consistency of student

growth reflected in the data dashboards, while also noting that different reporting systems can show different perspectives on achievement. She asked questions about ELPAC results and the composition of English learner cohorts, and expressed interest in understanding subgroup performance more deeply. She also raised concerns about chronic absenteeism trends, noting fluctuations but acknowledging improvement compared to prior years. At the same time, she recognized instructional efforts in mathematics, including curriculum alignment and intentional focus on improving outcomes across grade levels.

In response, Principal Ramich explained that English learner outcomes are influenced by both reclassification patterns and multiple ways of interpreting language development data. He emphasized that students are demonstrating strong academic growth even when metrics appear complex or mixed. He also described how language development is being intentionally embedded within mathematics instruction and confirmed that the school is actively working to address chronic absenteeism through targeted efforts.

Trustee Lam expressed appreciation for the presentation and the school's overall student growth, noting the positive trajectory across academic areas. He shared interest in visiting the school to see programs in action and acknowledged the strong reputation and continued progress of the site.

Trustee Hsieh commended the presentation as thoughtful and centered on both academics and student well-being. She highlighted strong gains in ELA, math, and literacy development and emphasized appreciation for the school's focus on belonging and community, noting alignment with district goals and the graduate profile.

President Murray praised the school's strong culture of belonging and noting that this sense of community appears to be reflected in student outcomes. She emphasized the importance of supporting all students toward mastery and recognized the school's commitment to moving every learner forward rather than focusing only on high-performing groups.

Student Trustee Ruiz left the meeting at 7:45 p.m.

O. PRESENTATION WITH POTENTIAL ACTION – None

P. CONSENT AGENDA

Mr. Hannon noted a correction to Consent Agenda Item 3B: the third header should be revised to read "Resignation."

MOTION #216 (Hsieh/Lam) to approve 1a. District Office Representative to attend the 2026 California Distinguished School Conference in Anaheim, CA April 24-25, 2026; 2a. Permission for ECHS staff to attend the 2026 California Distinguished School Conference in Anaheim, CA, April 23 – 25, 2026; 2b. Permission for additional SSFHS staff to attend the American School Counselor Association (ASCA) Conference in New Orleans, LA, July 11 – 14, 2026; 3a. Certificated Personnel Assignment Order; 3b. Classified Personnel Assignment Order *with a change to the third header to read "Resignation"*; 4a. Purchase Order Listing, February 2026; 4b. Warrant Register, February 2026; 4c. Cash Receipts, February 2026; 4d. Gifts to the District; 4e. Fundraising events for the 2025-26 school year; 4f. Professional services agreements under $25,000. Motion Carried. (Unanimous)

The meeting was suspended at 7:51 p.m. and reconvened at 7:52 p.m.

PUBLIC HEARING

In accordance with California Government Code Section 4217.12, the Board of Trustees held a public hearing regarding the proposed Energy Services Contract between the South San Francisco Unified School District and Opterra Energy Services, LLC, for the design, installation, and commissioning of energy conservation measures at South San Francisco High School.

Following the hearing, members of the public had an opportunity to comment on the proposed contract. There were no public comments.

ACTION

1. ADMINISTRATION

a. Resolution No. 26-19 Earth Day

The resolution was read by Trustee Lam.

MOTION #217 (Richardson/Hsieh) to adopt Resolution #26-19: In support of Earth Day. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Resolutions No. 26-20 through 26-45: Retirements

MOTION #218 (Lam/Richardson) to adopt Resolutions #26-20 through 26-45: Honoring colleagues for their years of service to the South San Francisco Unified School District and a waive of the reading. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

2. TEACHING & LEARNING

a. Approval of Local Control Funding Formula (LCFF) Supplemental Funded Positions

MOTION #219 (Richardson/Lam) to approve the LCFF supplemental funded positions for the 2026-27 school year.

b. Agreement Renewal with Learning A-Z, LLC

MOTION #220 (Hsieh/Anthony) to approve the 3-year renewal agreement with Learning A-Z, LLC for Raz-Plus and Raz-Plus ELL subscriptions in the amount of $177,050.35.

3. HUMAN RESOURCES

a. Resolution No. 26-17 for Classified School Employee Week

The resolution was read by Trustee Lam.

MOTION #221 (Hsieh/Anthony) to adopt Resolution #26-17: Designating May 17 – 23, 2026, as Classified School Employee Week. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Resolution No. 26-18 for Day of the Teacher

The resolution was read by Trustee Lam.

MOTION #222 (Richardson/Hsieh) to adopt Resolution #26-18: Designating Wednesday, May 13, 2026, as the California Day of the Teacher. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried.

(Unanimous)

c. Approval of the Technology Manager Job Description

MOTION #223 (Hsieh/Richardson) to approve the Technology Manager Job Description.

d. Approval of Agreement with the San Mateo County Superintendent of Schools for the SMCOE Alder GSE Residency Program

Trustee Anthony commented that she loves this program.

MOTION #224 (Hsieh/Richardson) to approve the agreement with the San Mateo County Superintendent of Schools for the SMCOE/Alder Graduate School of Education Teacher Residency Program for the 2026-27 school year.

4. BUSINESS SERVICES

a. Resolution No. 26-46 and approval of Energy Services Agreement for South San Francisco High School

Trustee Lam asked how the project is being funded and how it aligns with ongoing bond-related gymnasium upgrades, as well as the timing and payment structure.

Mr. O explained that the project will be funded through the district's facilities fund, which receives annual set-aside contributions used for specific capital projects. He noted this project is moving forward independently because broader bond program work at South San Francisco High School is still years out.

He added that the project is expected to be completed over the summer while school is not in session. Payments for construction will be made after completion and required approvals (including DSA approval), rather than through incremental payments during construction.

MOTION #225 (Richardson/Anthony) to adopt Resolution #26-46 and approve the Energy Services Agreement with Opterra Energy Services to implement the Auditorium and Gymnasium Energy Conservation and Lighting

Modernization Project at South San Francisco High School, in the amount of $726,026 and a waive of the reading. (AYES: Lam, Murray, Anthony, Richardson, Hsieh; NOES: None). Motion Carried. (Unanimous)

b. Approval of Agreement with Rodan Builders, Inc. for the El Camino High School Modernization Project

MOTION #226 (Hsieh/Richardson) to approve the agreement with Rodan Builders, Inc. for construction services associated with destructive testing for the El Camino High School Modernization Project in the amount of $61,000. Motion Carried. (Unanimous)

c. Approval of Agreement with Miracle PlaySystems for the Junipero Serra Elementary School TK Playground Project

Trustee Richardson asked how quickly a contractor receives a notice to proceed after board approval, especially given the tight completion window.

Mr. O explained that the notice to proceed is issued only after the contract is fully finalized and signed by both the district and the contractor. The timeline varies depending on how quickly the contractor completes legal review and agreement on terms, which could take a few days to about a week.

Trustee Richardson expressed concern about potential construction delays impacting the summer timeline and readiness for student use. Mr. O responded that the project is expected to be completed by the end of summer and is coordinated as part of the larger TK modular building work.

MOTION #227 (Hsieh/Lam) to approve the agreement with Miracle PlaySystems for the design, procurement, and installation of playground equipment for the TK Classroom Project at Junipero Serra Elementary School in the amount of $246,579.96. Motion Carried. (Unanimous)

d. Approval of Agreement with Miracle PlaySystems for the Monte Verde Elementary School TK Playground Project

Trustee Richardson asked whether the new playground items were replacements or additions.

Mr. Kitchens explained that the equipment being installed will replace playground systems that were previously demolished to make space for a new classroom project. These are not new additions, but replacements for what was removed during construction.

Trustee Richardson acknowledged that some of the prior equipment was aging. Trustee Lam added that at Monte Verde, similar kindergarten playground equipment had already been removed, and families had a final opportunity to use it before demolition, and expressed anticipation for the new installation.

MOTION #228 (Lam/Anthony) to approve the agreement with Miracle PlaySystems for the design, procurement, and installation of playground equipment for the TK Classroom Project at Monte Verde Elementary School in the amount of $132,242.17. Motion Carried. (Unanimous)

e. Approval of Change Order No. 1 with Silver Creek Modular, LLC for the Junipero Serra TK Classroom Project

MOTION #229 (Hsieh/Richardson) to approve Change Order No. 1 with Silver Creek Modular, LLC for a casework upgrade to birch plywood for the Junipero Serra Elementary School TK Classroom Project in the additional amount of $62,992.63. Motion Carried. (Unanimous)

f. Approval of Change Order No. 1 with Silver Creek Modular, LLC for the Monte Verde TK Classroom Project

Trustee Richardson asked why the materials were upgraded to birch and what they would be replacing compared to typical options like pine.

Mr. Kitchens explained that most modular classroom cabinetry is typically made from particle board, which is cost-effective but less durable in the district’s coastal climate. Due to humidity and marine layer conditions, particle board can swell, warp, and deteriorate over time,

especially in high-use TK environments.

To improve durability and long-term performance, the district selected birch plywood, which is more moisture-resistant and better suited for student use, even though it comes at a higher cost.

Trustee Richardson clarified whether the buildings were still using particle board overall. Mr. Kitchens responded that the upgrade specifically uses birch plywood, which is comparable to pine in terms of being a standard, sustainable building material.

MOTION #230 (Hsieh/Anthony) to approve Change Order No. 1 with Silver Creek Modular, LLC for a casework upgrade to birch plywood for the Monte Verde Elementary School TK Classroom Project in the additional amount of $38,898.33. Motion Carried. (Unanimous)

g. Approval of Award of Contract to Better Building Construction

MOTION #231 (Hsieh/Richardson) to award a contract to Better Building Construction, the lowest responsive and responsible bidder, for the South San Francisco High School Special Education Classrooms Alteration Project in the amount of $798,000. Motion Carried. (Unanimous)

h. Approval of Award of Contract to Zone 4 Construction

MOTION #232 (Hsieh/Richardson) to award a contract to Zone 4 Construction, the lowest responsive and responsible bidder, for the Skyline Elementary School HVAC Replacement Project in the amount of $1,795,930. Motion Carried. (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

Trustee Hsieh noted she is looking forward to the May 2nd Board workshop.

April 23, 2026

- Presentation Teaching and Learning – Monte Verde ES
- Presentation Performance Management – Multilingual Language Learners
- Approval of Skyline Middle College MOU for 2026-27

- Approval of designated representatives to CIF (California Interscholastic Federation)
- Approval of SPSAs
- Resolution honoring Asian American, Native Hawaiian, & Pacific Islander Month (May)

May 2, 2026 – Special Meeting/Board Workshop (*District Office*)

- Board Workshop

May 7, 2026

- Recognition for outgoing Student Trustee Ruiz
- Presentation Teaching and Learning – El Camino HS
- Presentation on Induction
- Presentation on Counseling
- Approval for 5th graders to attend SMCOE Outdoor Education
- Approval of Graduates and Certificates of Completion - Baden HS, ECHS, SSFHS, and Adult Education
- Resolution for Fund 11 and Fund 14 account balances
- Resolution – Reappointment of CBOC members
- Approval of All City agreement for crossing guards for 2026-27
- Approval of MOU with Legarza Sports for 2026-27

May 21, 2026

- Presentation Teaching and Learning – Baden HS/ Adult Education
- Presentation Teaching and Learning – Special Education
- Presentation on 2026-27 LCAP draft plan
- Public Hearing 2026-27 LCAP draft plan
- Approval of the Children's Center Program annual self-evaluation reports
- Approval for destruction of Disposable Class 3 records
- Approval of updated Board Governance Handbook
- Approval of the agreement with SMCOE for Center for Learning Data Sharing
- Information on May revision of the Governor's 2026-27 budget
- Approval of Bill Saving Facilities Consulting agreement for 2026-27
- Resolution in support of LGBTQ+ Pride Month (June)

June 11, 2026

- Presentation on 2026-27 Preliminary Budget
- Public Hearing 2026-27 Preliminary Budget
- Adoption of 2026-27 LCAP
- Approval of Local Indicators
- Approval of SMCOE Induction Program agreement for 2026-27
- Approval of updated Board Governance Handbook
- Approval of Board of Trustees Compensation increase for 2026-27

- Approval of supplementary instructional materials
- Approval of the agreement with Newsela for the 2026-27 school year
- Approval of Scoot Education MOU
- Resolution on Budgetary increases and year end transfers

June 25, 2026

- Presentation on Counseling and Safe School Advocates Services and approval for 2026-27
- Presentation on SLO MOU with student data
- Adoption of 2026-27 Preliminary Budget
- Information on Daybreak Mental Health and approval of MOU
- Approval of SMCOE Outdoor Education dates for 2026-27
- Approval of Paper Education Company agreement for 2026-27
- Approval to increase facility use fees for 2026-27
- Approval to increase District rental/leasing rates for 2026-27
- Approval to continue NPS contracts for 2026-27
- Resolution on Education Protection Account Funds

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

Trustee Richardson reported attending the 14th Annual OYE Conference, noting strong participation from neighboring districts but limited representation from SSFUSD. She also shared highlights from the event, including student engagement and county sheriff staff with rescue dogs. Additionally, she described recent school site visits to Spruce and Martin schools with Dr. Moore, highlighting gardens, classroom interactions, and positive student experiences.

Trustee Anthony noted that students were on spring break during the OYE conference and encouraged everyone to enjoy the final stretch of the school year.

Trustee Lam thanked the PTA Council and district leadership for a recent meeting and raised concerns about traffic and parking disruptions at Monte Verde due to construction, urging families to prioritize safety during drop-off and pick-up.

President Murray closed by thanking the board for an efficient meeting and wishing everyone a good spring break.

ADJOURNMENT – 8:23 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning

DATE: April 23, 2026

RE: 2026-27 California Interscholastic Federation representatives

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District Board of Trustees is legally required to designate league representatives to the California Interscholastic Federation (CIF) annually. The attached form is completed every year in order to obtain the names of league representatives to every league in the State and to make sure that the league representatives are designated by school governing boards.

The education code, 33353 (a) (i), gives the authority for high school athletics to high school governing boards. This code also requires that the boards, after joining CIF, designate their representatives to CIF leagues.

The presumption behind this code section is that these representatives are the only people who will be voting on issues, at the league and section level, that impact athletics in the District.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approves the CIF league representatives for the 2026-27 school year.



TO: SUPERINTENDENT OF PUBLIC SCHOOLS
PRINCIPAL OF PRIVATE SCHOOLS

FROM: RON NOCETTI, EXECUTIVE DIRECTOR

RE: FORM TO RECORD DISTRICT AND/OR SCHOOL REPRESENTATIVES TO

DATE: LEAGUES March 11, 2026

Enclosed is a form upon which to record your district and/or school representatives to leagues for the **2026-2027 school year**. It is a form sent annually to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by the school district or school governing boards. **It is a legal requirement that league representatives be so designated.**

The education code gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues. This is a necessity! (Ed. Code 33353 (a) (1))

We request that, following action by your governing board, you **send the names of league representatives to your CIF Section office**. Obviously, the presumption behind this code section is that only the designated representatives of the boards will vote on issues at the league and section level that impact athletics.
If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p. 18) for the affected schools.

At the State Federated Council level, we will be asking that Sections verify that their representatives are designated in compliance with this Ed. Code section.

I hope this gives you a bit of background. Thank you for all you do to help support high school athletics. It is a valuable program in all high schools, and we appreciate the support you give to the program and to CIF.

Please return the enclosed form no later than June 26, 2026, directly to your CIF Section Office.

2026-2027 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE no later than June 26, 2026.**

SOUTH SAN FRANCISCO UNIFIED School District/Governing Board at its 4-23-26 meeting,
(Name of school district/governing board) (Date)
appointed the following individual(s) to serve for the 2026-2027 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL SOUTH SAN FRANCISCO HIGH SCHOOL
NAME OF REPRESENTATIVE AL MACK POSITION VICE PRINCIPAL
ADDRESS 400 B Street CITY So. San Francisco ZIP 94080
PHONE (650)877- 8754 FAX E-MAIL amack@ssfusd.org

****

NAME OF SCHOOL EL CAMINO HIGH SCHOOL
NAME OF REPRESENTATIVE CHRIS LAVEGLIA POSITION VICE PRINCIPAL
ADDRESS 1320 Mission ROad CITY So. San Francisco ZIP 94080
PHONE (650)877-8806 FAX E-MAIL claveglia@ssfusd.org

****

NAME OF SCHOOL
NAME OF REPRESENTATIVE POSITION
ADDRESS CITY ZIP
PHONE FAX E-MAIL

****

NAME OF SCHOOL
NAME OF REPRESENTATIVE POSITION
ADDRESS CITY ZIP
PHONE FAX E-MAIL

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name SHAWNTERRA MOORE Signature

Address 398 B STREET City SSF Zip CA

Phone 650-877-8705 Fax

PLEASE **RETURN** THIS FORM DIRECTLY TO THE **CIF** SECTION OFFICE

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning
Sharimar Balisi Manalang, Principal – SSFHS

DATE: April 23, 2026

RE: Travel approval to attend the National history Day State Championship in Sacramento, CA May 2 – 3, 2026

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The purpose of this field trip is to give students the opportunity to compete in the National History Day-CA State Finals at CSU Sacramento in Sacramento, CA (6000 Jed Smith Street, Sacramento, CA 95826). The event will be held Saturday, May 2 to Sunday, May 3, 2026.

Hotel reservations have been made at the Sacramento Double Tree by Hilton, 2001 Point West Way, Sacramento, CA 95815 which is a 15-minute drive to Sacramento State. Students will be competing throughout the day on Saturday, May 2nd and the final round and awards ceremony will be Sunday, May 3rd. Students who were finalists in the County competition are eligible to compete at state and this year we have 23 students (12 projects + 2 papers) competing.

Students will be transported in District school vans, as well as teacher and parent transportation. Three certificated teachers will be attending in addition to parents who will be taking their children.

FISCAL IMPLICATIONS:

The approximate total cost is **$5,084.84**, to be paid using Mgmt. 070 and outlined below:

- Registration: $2,650
- Ground Transportation: $754.10
- Hotel Accommodation: $1,380.74
- Meals: $300.00

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the South San Francisco High School staff and students to participate in the National History Day-CA State Finals in Sacramento, CA, from May 2 – 3, 2026.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning

DATE: April 23, 2026

RE: Approval for Staff Members to Attend the National Council of Supervisors of Mathematics Annual Conference on October 26-28, 2026, in Denver, Colorado

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ALIGNMENT WITH STRATEGIC PLAN:

☒**Goal 1:** Exceptional Instruction
☒**Goal 2:** Engaged Students
☒**Goal 3:** Purposeful Partnerships
☒**Goal 4:** Empowered Educators
☒**Goal 5:** Equity-Centered Systems
☐**N/A:** Not Applicable

BACKGROUND:

The 58th NCSM Annual Conference, October 26-28, 2026, in Denver, Colorado, is the premier national convening for mathematics education leaders, hosted by NCSM: Leadership in Mathematics Education. This year's theme, Elevate Bold Mathematical Leadership, centers on four strands: Elevating Access to and Success in Mathematics, Elevating Instructional Excellence and Innovation, Elevating Courageous Leadership and Coaching, and Elevating Mathematical Identity and Agency.

In addition to attending sessions, our team has been selected to present Centering Student Voice: A District-wide Approach to Math Discourse and Belonging. This session will share our district's work with mathematics leaders from across the country.

Ms. Karie Mullassery, Ms. Sathya Seigel, and Jason Brockmeyer request approval to attend the NCSM Annual Conference on October 26-28, 2026. This professional learning opportunity will support their work to advance mathematics education across the district and showcase the district's partnership with UnboundEd and implementation efforts.

FISCAL IMPLICATIONS:

Estimated costs for 3 staff members to attend the NCSM October 26-28, 2026:

- Registration: $765 × 3 = $2,295
- Lodging: $312.44 per night × 3 nights = $937.32 × 3 = $2,811.96
- Flights: $700 × 3 = $2,100
- Meals: $70 per person × 4 days = $280 × 3 = $840
- Transportation Uber: $100 × 3 = $300

Total Estimated Costs: **$8,346.96**

Genentech funds will cover all trip-related costs under MGMT 057.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the request for Ms. Karie Mullassery, Ms. Sathya Seigel, and Mr. Jason Brockmeyer to attend the NCSM Conference in Denver, Colorado on October 26-28, 2026.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning
Sabrina Yacoub, Director of Special Education & Pupil Personnel

DATE: April 23, 2026

RE: Approval of the Leader Services Agreement for the 2026-27 School Year

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

One of the ways the federal government supports special education funding is through Medi-Cal billing reimbursements for eligible assessment and related services. These reimbursements help offset the cost of services provided to students with Individualized Education Programs (IEPs) and are available for the following provider types:

- School Psychologists
- Mental Health Providers
- Speech-Language Pathologists
- Occupational Therapists
- Physical Therapists
- Specialized Health Care Providers

To access these funds, providers must document and submit evidence of services rendered through a Medi-Cal-authorized billing entity. South San Francisco Unified School District has partnered with Leader Services, a Medi-Cal billing provider, to manage this process. Leader Services has served as the District's Local Education Agency (LEA) Medi-Cal billing provider since before 2019.

This memo seeks Board approval to continue contracting with Leader Services for the 2026–2027 school year to ensure the District can access eligible Medi-Cal reimbursements in support of our special education programs.

FISCAL IMPLICATIONS:

This role generates funds not accessible otherwise.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the contract in order for the special education department to continue with this program.

SERVICES AGREEMENT

This Agreement made and entered this_____, 2026 between South San Francisco Unified School District (hereinafter referred to as the **"CLIENT"**) having an address at 398 B Street, South San Francisco, California, 94080 and LDP, Inc., d/b/a Leader Services (hereinafter referred to as "**LEADER**") having an office at 75 Kiwanis Blvd., West Hazleton, Pennsylvania 18202.

The parties hereto agree that **LEADER** will provide Medi-Cal LEA Billing Option Claiming Services to **CLIENT**. If **CLIENT** enters into subcontract agreements with other organizations for the purpose of incorporating their claiming with that of **CLIENT**, all terms and conditions of this Agreement will be binding for **CLIENT** and **CLIENT** will hold **LEADER** harmless from claims by its subcontracting organizations. **CLIENT** will inform **LEADER** within fourteen (14) days after **CLIENT** has entered into or terminated a contract with another organization.

1. COMMENCEMENT, DURATION AND TERMINATION OF SERVICES

This Agreement will be effective for twelve (12) consecutive months commencing on July 1, 2026 and ending June 30, 2027 for preparing claims for **CLIENT**. Claims will be submitted on a weekly basis.

This Agreement will automatically renew for additional periods of twelve (12) months up to a maximum of five (5) years as authorized by Education Code Section 17596 unless one party has provided written notice of cancellation to the other party not less than ninety (90) days prior to the renewal date.

2. CLAIMS PROCESSING FEE SCHEDULE

- **10.0% for first $500,000 in annual Interim Approved Claims**
- **9.5% for second $500,000 in annual Interim Approved Claims**
- **9.0% for everything above $1,000,000 in annual Interim Approved Claims**

Billing fee schedule is enclosed at the end of this agreement. LEADER's claim processing fee will not exceed 10% of approved DHCS revenue.

LEADER shall invoice **CLIENT** each month that Medi-Cal payments are received by **CLIENT. LEADER** shall provide a report indicating which claims were submitted and processed for payment to **CLIENT** and the corresponding service fee charged by **LEADER**.

3. CONSULTANT FEE SCHEDULE

LEADER shall provide additional professional consultant services related to the Random Moment Time Survey (RMTS) model, necessary for the proper administration of the **CLIENT'S** LEA BOP at the **CLIENT'S** request.

Consultant fees are $125.00 per hour billable in half (1/2) hour increments. On-site consulting fees are available at a rate of $125.00 per hour with a minimum of two hours, plus $125 an hour travel time and actual cost of any meals or lodging for required overnight stays.

4. LATE FEES

CLIENT agrees to issue payment to LEADER within 30 calendar days of receipt of invoice to **LEADER. CLIENT** will incur a late fee of one and a half percent (1.5%) per month or any part thereof, or the maximum fee allowed by law (18% per year), whichever is less, on any invoiced amount unpaid after sixty (60) days.

5. OWNERSHIP OF PROGRAMS AND CONFIDENTIALITY OF REPORTS

All computer hardware, operating system software, application software, programs, documentation, specifications, tapes, instruction manuals and similar material utilized and/or developed by **LEADER** in connection with its systems and all patents, trade secrets, copyrights, trademarks, and other intellectual property rights are, as between **LEADER** and **CLIENT**, the sole and exclusive property of **LEADER**.

CLIENT agrees to make no unauthorized use of these materials and systems and to preserve these materials and maintain the confidentiality of any and all of these materials in its possession.

6. **CONFIDENTIALITY OF DATA**

The parties agree that, because of the sensitive nature of data and in view of the proprietary nature of business information, it is essential that all information, data and materials, whether transmitted in hard copy or in electronic media form, be maintained in each party's confidence. Each party agrees for itself, its employees, agents and independent contractors, that all information and/or data and/or materials received from the other party will be held in confidence and each party agrees not to reproduce, disclose, or relinquish any data, information or materials to any party other than an authorized representative of the other party.

The parties agree that, because of the unique nature of the data and/or information and/or materials to be transmitted that money damages for breach of the foregoing provision will be wholly inadequate to fully compensate the aggrieved party and therefore the aggrieved party will be entitled to full temporary and/or permanent injunctive relief against any breach or threat of breach of the foregoing provisions.

LEADER, as both a Covered Entity and Business Associate of **CLIENT**, agrees to adhere to all HIPAA and FERPA requirements related to the electronic transmission of data, privacy and security.

7. **INPUT DATA**

Accurate, complete, and correct data necessary for **LEADER** to perform its services hereunder will be the sole responsibility of **CLIENT**. **LEADER** will not be responsible for any delays or failure to prepare a claim because of incomplete, inaccurate, or incorrect data provided by **CLIENT.**

LEADER will be responsible for the input of all information given to **LEADER** by **CLIENT** in a reasonably accurate, complete and correct form provided same is provided to **LEADER** by **CLIENT**. Any errors, mistakes or liability in connection with the failure of **LEADER** to input such data, provided such data has been accurately, completely and correctly transmitted to **LEADER**, will be the sole responsibility of **LEADER** and will be corrected by **LEADER**.

8. **LIMITATION OF LIABILITY ARISING FROM DEFAULT IN SERVICES**

LEADER will not be liable or deemed to be in default for any delays or failure in performance or non-performance or interruption of service under this Agreement resulting from any cause beyond the reasonable control of **LEADER**. **LEADER's** liability, under this Agreement, is limited to the amount paid by client for the services under this Agreement. **LEADER** will not be liable for any indirect, consequential, or incidental damages arising out of this Agreement.

9. **OPERATING PROCEDURES**

LEADER will be responsible for the processing of all those claims for services rendered by **CLIENT** and its employees, which have been turned over to **LEADER** for processing.

LEADER agrees to:

Provide training, continuing education, and forms required by **CLIENT** staff for the preparation of data required for the submission of the claims to Medi-Cal.

Provide a web application for the entry of billing service transactions by CLIENT staff (STaR).

Maintain knowledge of current billing procedures, rules, and laws for California's Medi-Cal LEA Billing Option claiming program. Maintain knowledge of the Centers of Medicare and Medicaid Services (CMS), formerly HCFA, guidelines as they pertain to the provision of services under this Agreement.

Establish and maintain procedures for the timely preparation of claims to Medi-Cal. This includes setting time schedules that must be adhered to by **CLIENT's** staff.

Provide monthly management reports to **CLIENT** as support for the claims submitted to Medi-Cal. Prepare and submit weekly claims to Medi-Cal for payment.

Assign an account manager to provide technical assistance to **CLIENT** with gathering and maintaining data required for claiming. The account manager will provide all program support to **CLIENT** and will direct other **LEADER** resources to **CLIENT** as required. The account manager will coordinate all training and on-site support activities for **CLIENT**.

Assist and prepare the Cost and Reimbursement Comparison Schedule (CRCS) report at no charge while a current client.

CLIENT agrees to:

Provide **LEADER**, on a timely basis, all forms and documentation in a manner prescribed by **LEADER** and as required for the successful preparation and submission of claims.

Arrange for **CLIENT** staff to attend mandatory training sessions related to forms completion. Oversee the completion of forms by staff.

Provide a contact person who will serve as coordinator for all **CLIENT** activities. This person will work directly with **LEADER's** account manager.

Notify **LEADER** of any errors and/or omissions in information sent to **LEADER** so that **LEADER** may process a claim adjustment for submission to Medi-Cal.

10. **GENERAL**

a) **ENTIRE AGREEMENT** - This Agreement constitutes the entire Agreement between the parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings of the parties in connection therewith.

b) **SUCCESSORS** - This Agreement will be binding upon and inure to the benefit of the successors, assigns and legal representatives of the respective parties hereto. Each party agrees that there are no third party beneficiaries to this Agreement. Neither party may assign this Agreement in whole or in part, without the prior written consent of the non-assigning party except in connection with the sale of all or substantially all of its assets or outstanding capital stock.

c) **ATTORNEYS** - In the event that either **LEADER** or **CLIENT** commences a legal proceeding, each party will pay their own attorney's fees.

d) **SEVERABILITY -** In the event that any term or provision of this Agreement is held to be illegal, invalid or unenforceable under the laws, regulations or ordinances of any federal,

state or local government, such term or provision will be deemed severed from this Agreement and the remaining terms and provisions will remain unaffected thereby.

e) **NOTICES** - Any notice sent pursuant to this Agreement will be sent by certified mail to the parties at their respective addresses.

f) **STATE LAW** - This Agreement will be governed by and construed in accordance with the laws of California.

g) **SURVIVAL OF NON-DISCLOSURE OBLIGATION** - The obligation of non-disclosure and confidentiality recited in this Agreement will survive the termination of this Agreement and will be in full force and effect notwithstanding such expiration or termination.

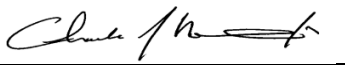
h) **ANTI-FRAUD AND ABUSE** - Notwithstanding anything to the contrary herein this Agreement will be subject to all applicable federal, state and local laws, regulations and directives concerning the Medicare/Medicaid and other medical reimbursement fraud and abuse limitations. To the extent anything contained herein purportedly or actually violates or is challenged as violating any of the above laws, statutes, regulations or interpretations, then the provision in question or this entire Agreement, if necessary, will be automatically void and of no effect whatsoever.

i) **DESCRIPTIVE HEADINGS** - The descriptive headings in this Agreement are for convenience and reference only and in no way affect or alter the intent or effect of this Agreement.

11. **EQUAL EMPLOYMENT OPPORTUNITY**

It is and has been the policy of **LEADER** to provide equal employment and individual opportunity to all job applicants and employees without regard to race, color, religion, sex, age, national origin, veteran or disability status. It is **LEADER**'s policy not to violate Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act, the Americans with Disabilities Act, or any other local, state or federal law, regulation or ordinance prohibiting discrimination in employment.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year below written.

SOUTH SAN FRANCISCO USD		**LEADER SERVICES**	
By:	_____	**By:**	
Name:	_____	**Name:**	Charles J. Mason, Jr.
Title:	_____	**Title:**	President
Date:	_____	**Date:**	3/31/2026

Leader Services' LEA Billing Options Fee Schedule - July 1, 2026

Type of Service	Rate
IEP/IFSP Initial/Triennial Audiologist Assessment	$13.14
IEP/IFSP Amended/Annual Audiologist Assessment	$9.86
IEP/IFSP Hearing Check - Fitting/Orientation/Checking of Hearing Aid	$3.83
IEP, IFSP, IHSP Initial Audiology Treatment Service (**)	$6.02
IEP, IFSP, IHSP Additional Audiology Treatment Service (*)	$1.64
IEP/IFSP Initial/Triennial Nursing Assessment	$9.03
IEP/IFSP Amended/Annual Nursing Assessment	$5.16
IEP/IFSP Initial/Triennial Health/Nutrition Assessment (*)	$1.29
IEP/IFSP Annual/Amended Health/Nutrition Assessment (*)	$1.29
IEP, IFSP, IHSP Nutritional Counseling/Dietician Visit (*)	$1.29
IEP, IFSP, IHSP, Nursing Services (RN) (*)	$1.29
IEP, IFSP, IHSP Nursing Services (LVN) (*)	$0.66
IEP, IFSP, IHSP, School Health Aide Services (*)	$0.57
IEP/IFSP Initial/Triennial Physical Therapy Assessment	$15.61
IEP/IFSP Amended/Annual Physical Therapy Assessment	$10.84
IEP, IFSP, IHSP Initial (Individual) Physical Therapy (**)	$4.34
IEP, IFSP, IHSP Additional (Individual) Physical Therapy (*)	$1.35
IEP, IFSP, IHSP Initial (Group) Physical Therapy (**)	$1.45
IEP, IFSP, IHSP Additional (Group) Physical Therapy (*)	$0.45
IEP/IFSP Initial/Triennial Psychologist Assessment	$33.16
IEP/IFSP Annual/Amended Psychologist Assessment	$11.05
IEP/IFSP Initial/Triennial IEP/IFSP Psychosocial Status Assessment (*)	$1.23
IEP/IFSP Amended/Annual Psychosocial Status Assessment (*)	$1.23
IEP, IFSP, IHSP, Initial Individual Psychology/Counseling Treatment Service (**)	$5.07
IEP, IFSP, IHSP, Additional Individual Psychology/Counseling Treatment Service (*)	$1.38
IEP, IFSP, IHSP, Initial Group Psychology/Counseling Treatment Service (**)	$1.12
IEP, IFSP, IHSP, Additional Group Psychology/Counseling Treatment Service (*)	$0.23
IEP/IFSP Initial/Triennial Occupational Therapy Assessment	$15.17
IEP/IFSP Amended/Annual Occupational Therapy Assessment	$10.54
IEP, IFSP, IHSP Initial (Individual) Occupational Therapy (**)	$5.00
IEP, IFSP, IHSP Additional (Individual) Occupational Therapy (*)	$1.32
IEP, IFSP, IHSP Initial (Group) Occupational Therapy (**)	$1.67
IEP, IFSP, IHSP Additional (Group) Occupational Therapy (*)	$0.44
IEP/IFSP/IHSP Orientation and Mobility Assessment (*)	$1.32
IEP/IFSP/IHSP Orientation and Mobility Treatment (*)	$1.32
IEP/IFSP/IHSP Respiratory Care Assessment (*)	$1.29
IEP/IFSP/IHSP Respiratory Therapy Service (*)	$1.29
IEP/IFSP Speech Assessment (Behavioral and Qualitative Analysis of Voice Resonance)	$3.60
IEP/IFSP Speech Assessment (Evaluation of Sound Production)	$3.60
IEP/IFSP Speech Assessment (Evaluation of Sound Production, with language comprehension)	$7.20
IEP/IFSP Speech Assessment (Evaluation of Speech Fluency)	$4.20
IEP/IFSP/IHSP Individual Speech Therapy Treatment Services (**)	$4.55
IEP/IFSP/IHSP Individual Additional Speech Therapy Treatment Services (*)	$1.36
IEP/IFSP/IHSP Group Speech Therapy Treatment Services (**)	$1.67
IEP/IFSP/IHSP Group Additional Speech Therapy Treatment Services (*)	$0.45
Non-IEP Psychosocial Status Assessment/Re-Assessment (*)	$1.38
Non-IEP/IFSP Developmental Assessment(*)	$1.35
Non-IEP/IFSP Health Education/Anticipatory Guidance Assessment/Re-Assessment (*)	$1.38
Non-IEP/IFSP Health/Nutritional-Initial Health/Behavioral Assessment (*)	$1.29
Non-IEP/IFSP Hearing Assessment	$9.65
Non-IEP/IFSP Vision Assessment	$0.46
IEP/IFSP Medical Transportation one-way	$1.11
IEP/IFSP Ground Mileage (Per Mile)	$0.08

Effective as of July 1, 2026
*Billed in 15 minute time increments
*Billed in 15-45 continuous minutes
CRCS Reimbursements will not exceed 10% of the DHCS approved revenue

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: MOU: California School Nurses Organization-High Road Training Program

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ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

This Memorandum of Understanding (MOU) establishes a partnership between South San Francisco Unified School District and the California School Nurses Organization (CSNO) to support participation in the High Road Training Program (HRTP). The purpose of this collaboration is to increase the number of credentialed school nurses within the district and expand access to qualified health professionals for students.

Through this agreement, both parties affirm that the district maintains a free and reduced lunch rate exceeding 40%, that HRTP funds will not supplant existing expenditures for school nurse credentialing, and that the district maintains equitable hiring practices and procedures. Both entities further agree to hold each other harmless in the event of circumstances beyond their control, including funding changes, layoffs, or labor-related matters.

Under the terms of the agreement, the district will support recruitment, employment, and credentialing progress of school nurses, while CSNO will oversee the grant, provide professional development opportunities, and support program implementation and evaluation.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Memorandum of Understanding between South San Francisco Unified School District and the California School Nurses Organization for participation in the High Road Training Program.

Docusign Envelope ID: 1D0E9603-68CB-431D-A5E7-671FB9099998

South San Francisco Unified School District

and

California School Nurses Organization

Memorandum of Understanding

This Memorandum of Understanding stands as an agreement for the High Road Training Program (HRTP) between the **South San Francisco Unified School District** and the California School Nurses Organization in an effort to increase the number of credentialed school nurses within the school district. Entities attest through the signing of this the MOU that the district has a greater than **40%** free and reduced lunch rate, funds received will not supplant expenses currently paid for the school nurse credentialing program and that the district has equitable hiring practices and procedures. Entities will hold each party harmless in the event of circumstances beyond their control inclusive of funding, layoffs or any labor related situations.

The School District will:

- Serve as a district partner to provide input and feedback on the High Road Training Program (HRTP).
- Participate in meetings as needed.
- Advertise and recruit school nurses for work in the educational setting.
- Serve as an employer for the school nurse.
- Provide a list of school nurses that need to obtain their clear school nurse credential.
- Assist with the school nurse attending the CSNO Academy and the CSNO Conference.
- Monitor credentialing progress of the school nurse.
- Provide schedule flexibility for the school nurse to participate in required credentialing activities.
- Involve the employee's collective bargaining agent (if applicable).
- Complete required grant documents Participate in the evaluation as needed.

The California School Nurses Organization will:

- Oversee the HRTP grant and terms of condition.
- Work with the district liaison and the school nurse.
- Disseminates payment to the School Nurse Credentialing Program for tuition.
- Assist with HRTP meeting facilitation.
- Facilitate school nurse academies for new school nurses.
- Facilitate the CSNO Conference and monthly professional learning opportunities.
- Work with the CSU to refer for student admission to the school nurse credential program.
- Assist with school nurse mentoring support.
- Submit reports in accordance with the grant requirements.
- Complete the HRTP evaluation and examine outcomes.

The MOU shall be effective as to participating school districts or county offices of education upon the date of execution of signatures and shall terminate upon thirty (30) days written notice

DocuSigned by:
Dr. Shawnterra Moore
57C71A9EDF38422...

Superintendent, School District

4/13/2026

Date

DocuSigned by:
Shari Giusti
A05BC7E1AEEA47F...

Labor Union Representative

4/8/2026

Date

Sheri Coburn, RN

Sheri Coburn, EdD, MS, RN, PHN, RCSN, Executive Director Consultant
California School Nurses Organization

State of California - Department of Industrial Relations
DIVISION OF APPRENTICESHIP STANDARDS

The registration and recordkeeping for apprentices, along with any evaluations (one year or otherwise), will be the sole responsibility of the:
☐ Program Sponsor
☐ Employer (Requires New DAS File #) _____

EMPLOYER AGREEMENT

Name of Program Sponsor	DAS File No.

Name of Employer	Contact Name
South San Francisco Unified School District	
Employer Address - Street Address, City & Zip Code	**Telephone No.**
398 B Street South SanFrancisco, CA 94080	650-877-8700

Mailing Address If different from Employer Address above - Street Address, City & Zip Code

Occupation Name(s)	O*Net Code(s)
Registered Nurse Residency (RNR) - School Nurse	

ACTION

☒ New Employer Subscription Agreement	☐ Revision of Selection Procedures
☐ Revision of Work Processes	☐ Revision of Wages
☐ Revision of Related Instruction	☐ Revision of Other Compensation
☐ **Effective Date of Action:**	

The undersigned employer will follow the work processes, competencies and/or certifications, along with the probationary period, RSI and wages outlined in the Apprenticeship Standards, unless indicated otherwise below. All adjustments shall be detailed and attached to this agreement.

☒ Standards will be followed as written ☐ Standards will be followed as written, except for the following (or attached):
- ☐ Work processes / Competencies / Certifications
- ☐ Probationary Period ☐ New Probationary Period (months)
- ☐ Related & Supplemental Instruction (RSI)
- ☐ Wage and Advancement Schedules (see below)

Present Journeyman Wage	Effective Date of Journeyman Wage
$8,747.50 Per month (gross)	08/12/2025

Apprentice or Trainee Wage Scale (indicate amount of time [hours, weeks or months], competencies and/or certifications and dollar amount.)

1st Per.		5th Per.	
2nd Per.		6th Per.	
3rd Per.		7th Per.	
4th per.		8th Per.	

Overtime Provisions:

Straight Time Hours 32.5
6 ☒ 5 ☐ Per Day ☐ 30 ☐ Per Week

Other Compensation	Eff. Date	Per: ☐ Hour ☐ Month
A. Health & Welfare	per contract	$
B. Pension	per contract	$
C. Vacation		$
D. Apprentice Funds		$
E. Other		$
	Total	$

I would like to be considered as an employer representative on the apprenticeship committee.

☒ Yes ☐ No

The undersigned Employer hereby subscribes to the provisions of and adopts these Apprenticeship Standards formulated by the Program Sponsor. The Employer agrees to carry out the intent and purpose of said standards and to abide by the rules and decisions of the Program Sponsor established under these Apprenticeship Standards. The Employer affirms they have been furnished a true copy of the Standards, have read and understood the Standards, and do hereby request registration/certification to train apprentices under the provisions of these Standards, with all attendant rights and benefits thereof, until cancelled voluntarily or revoked by the Employer or Program Sponsor. On-the-job, the Apprentice is hereby guaranteed assignment to a skilled and competent Mentor and is guaranteed that the work assigned to the Apprentice will be rotated so as to ensure training in all phases of work.

Signature - Subscribing Employer	Date	Signature - Union (if applicable)	Date
DocuSigned by: Dr. Shawnterra Moore 57C71A9EDF90422...	Shawnterra Moore 4/13/2026	DocuSigned by: Shari Giusti A05BC7E1AEEA47F...	Shari Giusti 9/24/2025

CERTIFIED AS CORRECT:

Signature - Apprenticeship Consultant	Date	Signature - Committee Chair or Program Administrator	Date

These Revisions are hereby made a part of and supersede provisions of Standards previously approved.

Approved for/by - Chief, Division of Apprenticeship Standards (Chief's signature required for all new file numbers)	Date Approved

Docusign Envelope ID: 1D0E9603-68CB-431D-A5E7-671FB9099998

School Nurse Resident Name: Kai Angelot

School Nurse Residency

Rules and Regulations

Article I: GENERAL

1. Definitions
    a. School Nurse Resident is defined as a currently practicing School Nurse employed within a school district and participating in the CSUS School Nurse Credential Program through the HRTP grant.

    b. The School Nurse Residency Committee is composed of representatives from the partners who oversee the program, provide guidance and ensure that the conditions of the grant are met.

    c. The Nurse Preceptor is a credentialed school nurse who meets the requirements for the clinical practicum as defined by the education partner and is employed by a partner district.

    d. An Educational Partner is the university or college program that is providing the Education Program, including a degree and/or credential program.

    e. The Grant Coordinator is a representative of the grantee district coordinating the maintenance and distribution of grant documents and processing grant payments.

2. All School Nurse Residents shall conform to these rules and regulations outlined below during their school nurse residency.

3. All School Nurse Residents must follow all applicable laws, policies, procedures and/or practices of their employer. These may include, but are not limited to, fingerprinting, mandated reporting responsibilities, professional behavior, conduct and attire and grooming, etc.

4. School Nurse Residents requested to appear before the committee shall appear as requested.

5. All School Nurse Residents must adhere to the term of the School Nurse Residency Program**,** which is approximately one year in length and supplemented by the required instruction for the school nurse credential.

6. It is the sole responsibility of each School Nurse Resident to maintain a current address, email address, and telephone number with the assigned Educational Partner and the School Nurse Residency Program.

7. All individuals entering the School Nurse Residency program shall complete an orientation, during which these rules and regulations, apprenticeship program standards, and other applicable guidelines will be reviewed. In addition, the School Nurse Resident will read and sign all State and Federal documents required to enter the program.

8. Each School Nurse Resident shall meet the work schedule requirements of their employer.

9. Each School Nurse Resident shall develop and practice safe working habits and work in such a manner as to assure his/her personal safety and that of fellow workers.

10. Each School Nurse Resident shall work for the employer for the duration of the School Nurse Residency unless the Resident is reassigned to another employer or the agreement is terminated by the employer or the School Nurse Residency Program.

11. Each School Nurse Resident shall satisfactorily perform all work and learning assignments and shall comply with the rules, regulations and decisions of the employer and School Nurse Residency Program.

12. School Nurse Residents must complete the application to the School Nurse Credential Program and provide all required documentation according to university deadlines. Upon admission to the School Nurse Credential Program. School Nurse Residents shall coordinate with the Education Program to determine which courses will be taken each semester. It is the sole responsibility of the School Nurse Resident to register for the mutually agreed upon courses and report any conflicts or questions to the Grant Coordinator immediately.

13. All School Nurse Residents must adhere to the University Academic Honesty Policy and Honor Code.

14. School Nurse Residents must notify their immediate supervisor and the School Nurse Residency Program coordinator of the need to take leave from the program. If leave is granted by the Education Program and the Program Committee, the School Nurse Resident may reapply/re-enter in the following program term.

15. All School Nurse Residents will conduct themselves in an appropriate manner at all times. A School Nurse Resident that is detrimental to the school residency or the educational program will be cited to appear before the School Nurse Residency Program Committee at the next

Initial _____

scheduled meeting for disciplinary action and/or removal from the program. All School Nurse Residents will also conduct themselves according to the employer's code of conduct, policies, and internal rules and regulations relating to disciplinary action in conjunction with School Nurse Residency Program rules and regulations.

16. School Nurse Residents will advance in the program by demonstrating proficiency in the learning competencies for their program. The School Nurse Resident shall have satisfactorily completed the School Nurse Credential Program to qualify for advancement according to the bargaining agreement salary schedule.

17. The Education Program may grant the School Nurse Resident credit for previous coursework. The credit will be based on the Education Program policies.

Article II: PROGRAM PARTICIPATION

1. Tuition and fees shall be paid by the School Nurse Residency program to the education provider.

2. The Nurse Residency agreement may be canceled at the request of the School Nurse Resident, or may be suspended or canceled by the employer, following the employer's disciplinary and evaluation procedures, for reasonable cause after documented due notice to the School Nurse Resident and a reasonable opportunity for corrective action.

3. If the School Nurse Resident returns/is readmitted to the Education Program, they will be responsible for the tuition and fees previously paid on their behalf.

4. If the School Nurse Resident is not readmitted to the program they will be responsible for reimbursing the tuition/fees paid by the program on their behalf.

Article III: EDUCATIONAL REQUIREMENTS

1. Academic Performance
    a. The School Nurse Residency Committee is authorized to review the progress of each School Nurse Resident at any point during the program to determine whether they are making satisfactory progress and is entitled to remain within the program.
    b. School Nurse Residents must meet the attendance, academic probation policy, code of conduct, and rules and regulations requirements of the assigned Educational Partner.
    c. School Nurse Residents who receive a failing grade must appear before the School Nurse Residency Committee. A failed course may be repeated, as determined by academic policy.
    d. School Nurse Residents will be responsible for tuition and course fees for any courses repeated due to course failure.
    e. A School Nurse Resident who receives two failing grades within the term of the apprenticeship program may be terminated from the apprenticeship.

2. Attendance
    a. School Nurse Residents must register for and attend all courses designated in the progression for the educational program.

Initial DS KA

b. School Nurse Residents shall attend all classes including; but not limited to synchronous online classes,, face-to-face classes, class projects, etc. as required by the instructor and university policies, according to the course syllabus.
c. School Nurse Residents shall register for and attend class as soon as possible after being admitted to the program.

3. Class Materials/Supplies
   a. Each School Nurse Resident who is required to purchase TOOLS, TEXTBOOKS, WORKBOOKS, MATERIALS (pen, pencil, notebook, backpack, etc.), or other items as required by the instructor after registering for the course is eligible to receive a $500 stipend. If enrolled in the ABC program an additional $250 is added for the NCLEX exam.

4. Progress Reviews from the Education Program faculty.
   a. School Nurse Residents will be evaluated by the educational program faculty according to demonstration of specified course objectives. Progress reviews will be requested by the School Nurse Residency Committee at least once per semester.

Article IV: EVALUATIONS

1. Supervisor Evaluations
   a. Each School Nurse Resident shall follow the evaluation and wage schedule according to the policies of their district of employment.
   b. The workplace performance will be evaluated every six months, or more frequently, according to the policies of their district of employment.

2. Progress Reviews from Assigned Mentor/Preceptor
   a. Nurse Preceptors will mentor the School Nurse Resident and evaluate them according to the requirements of the program.

Article V: ADVANCEMENT

1. Nurse Residents are eligible for advancement to a clear credential and ongoing employment as a school nurse upon satisfactory completion of the Education Program and according to the provisions of their district policies and collective bargaining agreements

2. The following are required for an School Nurse Resident to be considered for advancement:
   a. Satisfactory Preceptor evaluation with recommendation for advancement.
   b. Satisfactory attendance report from school site performance
   c. Passing grade in all required courses.
   d. Satisfactorily passing probation according to their district policies, employment contract and collective bargaining agreement.

3. Failure to meet any of the above requirements will be justification to deny advancement.

Article VI: PROGRAM COMPLETION

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1. Each School Nurse Resident must comply with the standards, guidelines, responsibilities, rules and regulations and successfully complete the curriculum as defined by the assigned college. Upon completion of the program, the School Nurse Resident must submit all required forms and documentation according to instructions provided by the Education Agency for review and processing of their cleared credential through the CTC.

2. School Nurse Residents understand that the program anticipates a minimum of a two year employment commitment with the same employer after successful completion of the School Nurse Residency Program in return for being a recipient of this training program. For participants with programs requiring more than one year for certification, the committee may develop additional years of employment by mutual consent.

Article VII: DISCIPLINARY ACTION

1. School Nurse Residents will be subject to disciplinary action in the following situations:
    a. Involvement in any inappropriate behavior (as defined by Instructor or Preceptor) during educational instruction.
    b. Any violation of School Nurse Residency program policies or procedures.
    c. Any violation of the employer's policies or procedures.
    d. Any violation of the assigned Educational Partner's policies or procedures.
    e. Failure to register for classes at the assigned Educational Partner as required by School Nurse Residency committee
    f. Failure to appear before the School Nurse Residency committee if requested.
    g. Unsatisfactory Attendance during required classes
    h. Unsatisfactory Instructor's Report.
    i. Unsatisfactory Preceptors Report.

2. Disciplinary actions that shall be taken include, but are not limited to the following:
    a. Written Warning.
    b. 1 on 1 consultation
    c. Cancellation of School Nurse Resident's agreement.

3. Procedure for disciplinary action
    a. Written warning
    b. 1 on 1 consultation with the School Nurse Residency committee
    c. The School Nurse Resident appears before the School Nurse Residency committee for consultation and "show cause" determination.
    d. If the School Nurse Resident fails to "show cause" as to why the Nurse Residency agreement should not be canceled, a Notice of Cancellation with Right to Appeal will be sent.
    e. If the School Nurse Resident fails to appeal the cancellation notice within thirty (30) days, no further consideration will be given. If a Nurse resident appeals and the School Nurse Residency committee finds no grounds for reinstatement, the School Nurse Resident may then appeal the cancellation to the Committee as outlined in Section 201 of the California Administrative Code.

Initial DS kA

f. A Nurse Resident may file a request for appeal as outlined in the attached complaint procedure regarding any determination by the School Nurse Residency committee in writing, within thirty (30) days of receipt of Notice of Cancellation with Right to Appeal.

Article IX: MISCELLANEOUS

1. Any Nurse Resident may request to appear before the School Nurse Residency committee at any scheduled meeting. Should the School Nurse Resident have an immediate need or concern, the School Nurse Resident is encouraged to request that the School Nurse Residency committee schedule a meeting. This may be done by contacting either a committee member or the Grant Coordinator.

2. Upon Satisfactory completion of the program and endorsement by School Nurse Residency Committee the School Nurse Resident will receive a "Certificate of Completion of School Nurse Residency" from the State of California, Department of Industrial Relations, Division of Apprenticeship Standards.

3. It is the sole responsibility of the School Nurse Resident to notify the Education Program Faculty, the Grant Coordinator and their district supervisor in advance (when possible) of a medical condition and/or disability that prevents them from working and/or attending class. This is for verification of the excused time. This information will remain confidential.

THESE RULES AND REGULATIONS IN NO WAY STATE OR IMPLY THAT THESE ARE THE ONLY STANDARDS THAT APPLY TO THE SCHOOL NURSE RESIDENCY* PROGRAM. *A SCHOOL NURSE RESIDENT WILL BE EXPECTED TO ABIDE BY OTHER RULES AND REGULATIONS; INCLUDING, BUT NOT LIMITED TO STATE AND FEDERAL STANDARDS.

I HAVE READ AND UNDERSTAND THE FOREGOING RULES AND REGULATIONS. I FURTHER AGREE TO ABIDE BY THESE RULES AND REGULATIONS THROUGHOUT THE DURATION OF MY* SCHOOL NURSE RESIDENT *TERM.

Kai Angelot	Signed by: kai Angelot 74747744DC0642C...	4/9/2026
School Nurse Resident	Signature	Date
Sabrina Yacoub	Signed by: Sabrina Yacoub DA7DDB00051D4EF...	4/10/2026
School District Supervisor	Signature	Date
Grant Coordinator	Signature	Date

pg. 5 Initial KA

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning
Sharimar Balisi, Principal - SSFHS

DATE: April 23, 2026

RE: Permission for SSFHS students/staff to travel with EF Educational Tours to Japan, June 15, 2027 through June 30, 2027 (tentative dates)

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The purpose of the proposed nine-day summer 2027 (tentative dates) trip to Japan is to provide South San Francisco High School students—and participating parents/guardians—with a meaningful experiential learning opportunity through international travel. Approximately 15–30 students will participate, supported by a 6:1 student-to-chaperone ratio. Through this educational travel experience, students will broaden their global perspectives, deepen their understanding of diverse cultures, and develop greater independence, confidence, and self-awareness.

Participating staff include Victor Becerra, Social Science teacher at South San Francisco High School, and, depending on enrollment, Ms. Danielle DeMartini, Behaviorist with SSFUSD. Students will be selected through a teacher nomination process, and families will be invited to an informational meeting where application support and scholarship opportunities will be reviewed. Estimated student costs range from approximately $4,000 to $5,959, depending on individual scholarship awards. Required permission forms will be collected and maintained on file.

The trip will be organized through EF Educational Tours, an accredited leader in international student travel with more than 55 years of experience, and a partner with

school districts including El Camino High School, Terra Nova High School, and Hillsborough City School District. Students and accompanying parents/guardians will stay in gender-segregated, American-style hotel accommodations throughout the duration of the trip.

While on tour, EF provides the group with a dedicated, personal Tour Director, a Safety and Incident Response Team, enhanced safety precautions and procedures, and support for safety policies. EF also provides students with a personal learning opportunity for college credit and inspiration for college applications.

More information on EF Educational Tours can be viewed at the link provided below:
http://www.eftours.com/2944748JR

FISCAL IMPLICATIONS:

There will be no cost to the District. Estimated student costs range from approximately $4,000 to $5,959, depending on individual scholarship awards.

Round-trip airfare, safe, quality hotel rooms, full-time, professional Tour Director, on-tour transportation, guided tours and activities, breakfast and dinner daily, 24/7 on-tour assistance, and Traveler Support-Team are included in the cost of travel for students.

Additional opportunities for students to fund their tour include a Global Citizen Scholarship (needs- and merit- based), Customizable Tour Donation Page, and fundraising opportunities.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve South San Francisco High School students and staff to travel with EF Tours to Japan from June 15, 2027 through June 30, 2027 (tentative travel dates).

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Certificated Assignment Order

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

In accordance with Education Code section 35035, the Superintendent is seeking the Board's approval of the certificated assignment order as detailed on the attached report.

FISCAL IMPLICATIONS:

Approval of the certificated assignment order list reflects routine staffing actions, including new hires, reassignments, temporary contracts, retirements, and resignations. Any associated costs or savings are included within the District's existing budget and do not result in additional fiscal impact.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the certificated assignment order as submitted.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

Certificated Contract

Sillevis Smitt, Marieke - Probationary Contract at Alta Loma Middle School Effective 7/1/2026 | Salary Placement: A-2

Arreola, Angelina - Probationary Contract at South San Francisco High School Effective 7/1/2026 | Salary Placement: A-1

Chapman, Juleus - Probationary Contract at South San Francisco High School Effective 7/1/2026 | Salary Placement: D-12

Ragone, Nicolette - Probationary Contract at Los Cerritos Elementary School Effective 7/1/2026 | Salary Placement: A-3

Marino, Sarahn - Probationary Contract at Junipero Serra Elementary School Effective 7/1/2026 | Salary Placement: A-18

Melendez, Katherine - Probationary Contract at Los Cerritos Elementary School Effective 7/1/2026 | Salary Placement: D-3

Kendall, Marsenne - Probationary Contract at Westborough Middle School Effective 7/1/2026 | Salary Placement: D-14

Resignation

Smallwood, Rachel - Instructional Coach at Spruce Elementary School Effective 6/1/2026

Fox, Rebecca - Teacher, Math Intervention at Junipero Serra Elementary School Effective 6/1/2026

Transfer

Sereni, Maria – From Los Cerritos Elementary School to Monte Verde Elementary School Effective: 7/1/2026

Weatherly, Elizabeth – From Los Cerritos Elementary School to Skyline Elementary School Effective: 7/1/2026

Rakstins, Jessica – From Los Cerritos Elementary School to Junipero Serra Elementary School Effective: 7/1/2026

Pascual, Jaesm – From Westborough Middle School to El Camino High School Effective: 7/1/2026

Cabanero, Janelle-Victoria – From Parkway Heights Middle School to El Camino High School Effective: 7/1/2026

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Classified Assignment Order

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

In accordance with Education Code section 35035, the Superintendent is seeking the Board's approval of the classified assignment order as detailed on the attached report.

FISCAL IMPLICATIONS:

Approval of the classified assignment order list reflects routine staffing actions, including new hires, reassignments, temporary contracts, retirements, and resignations. Any associated costs or savings are included within the District's existing budget and do not result in additional fiscal impact.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the classified assignment order as submitted.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

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

Retirement:

Martinez, Leilahnie - Site Accounting Technician, EL Camino High School, 7.5 hours per day | Range 41B, Step 5 | Resignation effective: June 29, 2026
Marcic, Stella- School Administrative Assistant II, South San Francisco School, 7.5 hours per day | Range 40A, Step 5 | Resignation effective: June 26, 2026
Rudd, Colleen, Senior Office Assistant, South San Francisco High School, 7.5 hours per day | Range 37A, Step 5 | Resignation effective: June 6, 2026
Gorshen, Jeri - School Support Secretary II, South San Francisco High School, 7.5 hours per day | Range 38A, Step 5 | Resignation effective: June 7, 2026

Resignation:

Yamamoto, Miguel, IT Specialist II, District Office - Technology Department, 8 hours per day | Range 53, Step 4 | Effective: April 10, 2026
Campbell, Aubriana, Campus Security, El Camino High School, 7 hours per day | Range 29B, Step 5 | Resignation effective: May 29, 2026
Yee, Alexis, Paraprofessional II - Special Education, Adult Education, 6 hours per day | Range 29, Step 3 | Resignation effective: May 29, 2026
Quilopras, Rachel, Paraprofessional II - Special Education, Martin Elementary School, 6 hours per day | Range 29B, Step 5 | Resignation effective: April 2, 2026

Temp Out of Class Pay:

Goenawan, Emilia - Acting Nutrition Services Lead I, Alta Loma Middle School, 6 hours per day | Range 34 | Step 4 | Effective October 3, 2025 through October 17, 2025

Release from Probation:

EIN 10248, School Community Liaison, Martin Elementary School, 7.5 hours per day | Range 32B, Step 2 | Effective: March 27, 2026
EIN 10265, Paraprofessional II - Special Education, Adult Ed, 6 hours per day | Range 29B, Step 3 | Effective February 20, 2026
EIN 10236, Paraprofessional I - Special Education, Spruce Elementary School, 6 hours per day | Range 26B, Step 3 | Effective February 13, 2026

39-Month Rehire:

EIN 529, School Community Liaison, Sunshine Elementary School, 7.5 hours per day | Range 32A, Step 5 | Effective February 13, 2026

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Revised Job Description: School Counselor

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The School Counselor provides a comprehensive, data-driven school counseling program aligned with the American School Counseling Association (ASCA) National Model and the California Multi-Tiered System of Supports (CAMTSS) Framework. This program ensures that all students receive equitable access to academic, college and career, and social-emotional supports.

Working collaboratively with school staff, families, and community partners, the School Counselor plays a leadership role in designing, implementing, and evaluating counseling services that promote student success. Services are delivered through a multi-tiered system of supports, including core instruction, targeted interventions, and individualized support.

The position emphasizes the use of data to identify student needs, guide program development, and monitor outcomes related to student achievement, college and career readiness, and social-emotional well-being. School Counselors also provide individual and group counseling, facilitate transitions between grade levels, support course planning, and connect students and families with appropriate school and community resources.

Additionally, the role includes participation in crisis response, collaboration with multidisciplinary teams, and ongoing communication with families to support student development and post-secondary readiness. The School Counselor advocates for equitable

access and fosters inclusive, safe, and supportive school environments where all students can reach their full potential.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the Board approve the School Counselor job description as presented in order to strengthen the District's comprehensive counseling program, support student academic and social-emotional success, and ensure all students are prepared for college, career, and life.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
398 B Street | South San Francisco, CA 94080
Phone: (650) 877-8700 | Fax: (650) 583-4717
www.ssfusd.org
Dr. Shawnterra Moore, Superintendent

SCHOOL COUNSELOR

JOB DESCRIPTION

BASIC FUNCTION:

Under the supervision of an administrator and in collaboration with school staff, families, and the community, a school counselor provides a data driven, comprehensive school counseling program, aligned with the American School Counseling Association (ASCA) National Model and CAMTSS Framework ensuring that academic, college/career, and personal/social emotional services are offered to all students. The school counselor assumes a leadership role in the development of an appropriate program for the school site. A school counselor works in collaboration with all educational partners, including school staff, administrators, parents, and community members, to be an advocate for students to maximize student potential and academic achievement, so that students graduate from high school "college and career ready" and with the necessary social and emotional skills to be productive members of society. In accordance with the ASCA National Model Professional Standards and Competencies, school counselors are responsible for the fulfillment of the essential duties set forth below. Performs other related duties as assigned that are consistent with the scope and intent of the position and support the operational needs of the school site and district.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list is illustrative only and is not a comprehensive listing of all functions and tasks performed by positions in this class. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the role.)

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- Plan, evaluate, and revise the annual school counseling program to make data-driven decisions to support the goals and action plans of the counseling program, and establish an annual calendar for counseling program activities.
- Work in alignment with the ASCA Mindsets & Behaviors for student success and MultiTiered, Multi-Domain System of Supports (MTMDSS) model, collaborating with teachers, staff and parents to implement Tier 1 core counseling classroom lessons, Tier 2 interventions, and Tier 3 supports.
- Use multiple data sources and assessments to identify students in need of intervention. Collaborate with other student support professionals to meet the intervention needs of students and monitor the effectiveness of the intervention placement to improve student achievement, college/career readiness, and social-emotional well-being.
- Collaborate with other educators, parents, and the community to implement a developmentally appropriate core counseling curriculum by grade level to support student knowledge and skills in the areas of academic, social-emotional, and college/career.
- Participate in activities that contribute to the effective delivery of educational service, including collaboration, delivery of professional learning, and consultation with other professionals in enhancing the education of students.
- Establish and maintain effective relationships with staff and administrators; communicate with administrators, teachers, and staff, students, parents, and the community regarding the school counseling program and its role in the educational program.
- Communicate and provide opportunities for parents to maximize students' social and academic adjustment, post-secondary college and career path, explain school policies, and assist in understanding developmental stages.
- Articulate with elementary, middle, and high schools, as well as post-secondary personnel, to assist students in making a smooth transition between each level.

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- Consult and collaborate with families to assist with concerns and decisions directly related to student achievement, college/career readiness, and social-emotional well-being.
- Conduct structured, solution-focused, individual, small, and large group counseling sessions to assist students in exploring, interpreting, and developing personal decision-making competencies, to enhance self-esteem and self-understanding; develop academic, career, and personal/social life plans.
- Refer students and families to appropriate early identification, intervention, and postvention services, consult and collaborate with school system specialists and community-based resources to support coordinated care.
- Use inclusive practices to promote acceptance and cultural awareness, leading to a safe and secure school environment where every student feels positively connected and engaged with their school community.
- Participate as a member of the site and district leadership teams.
- Participate as a member of the Crisis Response Team to provide prevention for students/staff utilizing the district's protocol.
- Evaluate records and develop reports concerning new or ongoing programs and program activities, and effectiveness; prepare statistical reports as required.
- Develop survey instruments; conduct surveys of program participants to determine participant needs; interpret and record survey results; implement program changes in response to results.
- Maintain awareness of current trends and pursue professional growth opportunities in the educational field; incorporate new developments into programs as appropriate.
- Related duties as assigned within the scope of the ASCA Standards.
- Advise students in developing individualized, appropriate course choices based on a four and six-year plan of study and identified career interests.
- Collaborate and consult with teachers and staff to assist with planning and implementing appropriate classroom interventions for students.

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- Participate in parent and/or teacher conferences to address the individual academic needs of students.
- Provide and support parents/guardians by communicating academic progress, workshops, resources, and opportunities to enhance individual student success.
- Use best practices and strategies to appraise and assess the abilities, personal development, and well-being of students.
- Establish appropriate referral and responsive services to assist students in utilizing both school and community resources to develop student self-agency.
- Facilitate developmentally appropriate individual and small group counseling to enhance self-esteem, build positive peer relationships, and develop proactive coping skills.
- Refer students and their families to a higher level of care within mental health services and outside agencies as appropriate.
- Support parents/guardians to stay informed about current mental health trends and resources.
- Coordinate opportunities by providing schoolwide activities related to careers, soft skills, college, and career readiness to offer college exposure and access for students.
- Collaborate with college access community-based organizations and other district outreach partners.
- Support parents/guardians to stay informed about post-secondary opportunities and resources.
- Performs other related duties as assigned that are consistent with the scope and intent of the position and support the operational needs of the school site and district.

KNOWLEDGE AND ABILITIES:

Knowledge of:

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- American School Counseling Association National Model & Ethical Standards.
- CAMTSS Framework.
- Data collection and analysis.
- Graduation and college entrance requirements.
- Suicide risk assessment.
- Child abuse reporting laws.
- Community referral sources.
- Human growth and development.
- Counseling theories and practices.
- Confidentiality, HIPPA and FERPA requirements.
- Customer service and interpersonal skills using professionalism, tact, patience, and courtesy.
- Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of District learners.
- Oral and written communication skills.
- Record-keeping techniques.

Ability to:

- Gather, analyze, and organize information and resources.
- Listen and effectively communicate in a professional capacity with all educational partners.
- Read, perform basic mathematical calculations, write reports, and use technology effectively.
- Prepare and maintain a variety of documents.
- Read, interpret, apply, and explain regulations, policies, and procedures.

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- Operate technology and office equipment.
- Work confidentially with discretion.

EDUCATION AND LICENSE REQUIRED:

- A Master's degree from an accredited university in School Counseling.
- Pupil Personnel Services (PPS) Credential in the area of School Counseling

WORKING CONDITIONS:

Environment:

- Dynamic Settings: Primary work is performed in office and classroom environments across various school sites.
- Mobility: Requires frequent travel to district offices, County Offices of Education, and community partner locations.
- Pace: High-volume environment with frequent interruptions and a need to pivot quickly between administrative tasks and crisis intervention.

Physical Demands:

- Communication: Sufficient clarity of speech and hearing to communicate effectively in person, on the phone, and via digital conferencing.
- Vision: Ability to read printed materials, digital displays, and observe student behavior/body language.
- Dexterity: Fine motor skills to operate computers, tablets, and standard office equipment.
- Movement: Frequent sitting, standing, and walking; occasional bending, reaching, and the ability to lift/move materials or equipment up to 30 pounds.
- Transportation: Access to reliable personal transportation for multi-site responsibilities.

Interpersonal & Environmental Factors:

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- Climate: Generally works in a climate-controlled office; however, may be exposed to outdoor weather during yard duty or school events.
- Emotional Labor: Frequent interaction with students, families, and staff who may be in states of high emotional distress. Must be able to maintain professional composure while interpreting and enforcing district policies in sensitive situations.
- Noise Levels: Moderate to high during passing periods, assemblies, or in communal school areas.

NON-DISCRIMINATION POLICY:

The South San Francisco Unified School District is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, reproductive health decision making, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, veteran or military status, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)

No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 4030)

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SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Revised Job Description: School Social Worker

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The School Social Worker provides direct support services to students identified as needing social-emotional, behavioral, and mental health intervention. Working under the direction of the site principal or designee, this position collaborates closely with school staff, families, and community agencies to ensure students have access to appropriate support and resources.

The role focuses on monitoring and addressing the social, emotional, and academic needs of students through individual and group counseling, crisis intervention, case management, and targeted intervention planning. The School Social Worker plays a key role in supporting students' development of social-emotional skills, improving behavior and attendance outcomes, and reducing barriers to learning.

Additionally, the position serves as a liaison between the school, families, and community-based organizations, helping families navigate systems of care and access necessary services. The School Social Worker also collaborates with school teams to implement behavior supports, provide staff consultation and training, and contribute to the development of schoolwide systems that respond effectively to student needs while promoting equitable access to services.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the Board approve the School Social Worker job description, effective with the 2026-2027 school year.

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Dr. Shawnterra Moore, Superintendent

SCHOOL SOCIAL WORKER

JOB DESCRIPTION

BASIC FUNCTION:

Under the direction of the site principal or designee, the School Social Worker acts as a direct support provider to students identified as being in need of intervention support. The School Social Worker works closely with the school and community agencies to access appropriate services in the community to support students. They monitor the social, emotional, and academic needs of an identified group of students to provide proactive support and outreach. The School Social Worker will conduct specialized groups for students, families, and community members. Performs other related duties as assigned that are consistent with the scope and intent of the position and support the operational needs of the school site and district.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list is illustrative only and is not a comprehensive listing of all functions and tasks performed by positions in this class. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the role.)

- Provide individual and group counseling services based on student needs (e.g., grief, anger management, family change, crisis).
- Conduct initial and ongoing mental health assessments, including evaluating the severity and urgency of concerns.
- Deliver crisis intervention and facilitate restorative conferences.
- Support students in developing social-emotional skills, conflict resolution, and positive behavior strategies.

- Participate in re-entry meetings and provide targeted support following disciplinary actions.
- Provide case management for students requiring multiple supports.
- Monitor student progress and adjust interventions accordingly.
- Develop and implement short- and long-term intervention plans in collaboration with students and families.
- Refer students to appropriate internal or external services when needed.
- Communicate and collaborate with parents/guardians in support of student success.
- Support families in navigating school systems and accessing community resources.
- Help reduce family stressors impacting student learning and well-being.
- Partner with counselors, administrators, and staff to address student needs, including attendance and behavior trends.
- Provide consultation and strategies to staff to support student success in the classroom.
- Assist in developing and implementing behavior intervention strategies.
- Conduct mental health and needs assessments to inform appropriate interventions.
- Serve as a liaison between school, families, and community agencies (e.g., mental health, child welfare).
- Coordinate and connect students and families to community resources.
- Advocate for equitable access to services and improved systems of support.
- Provide training and consultation to staff on student mental health and behavior.
- Share relevant contextual factors (cultural, familial, socioeconomic) impacting student success.

- Support the development of school-wide systems that respond effectively to student needs.
- Performs other related duties as assigned that are consistent with the scope and intent of the position and support the operational needs of the school site and district.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Principles and methods of counseling and assessment of students with emotional, social, behavioral, and/or mental health needs
- Overall growth and development of children
- Evidence-based practices, areas of secondary curriculum, and mental health interventions
- Applicable treatment modalities and theory
- District organization, policies, and procedures
- Use of modern technology, office procedures and methods, computer equipment, and computer software necessary to perform required duties

Ability to:

- Provide crisis assessment and/or intervention
- Develop and coordinate programs
- Negotiate and resolve conflicts and demonstrate strong interpersonal skills
- Deal effectively with parents, teachers, administrators, and students
- Maintain high standards of professionalism
- Organize and manage time effectively
- Work both collaboratively and independently
- Demonstrate leadership and organizational skills

EDUCATION AND LICENSE REQUIRED:

- A Master's degree from an accredited university in Social Work (MSW).
- Pupil Personnel Services (PPS) Credential in the area of School Social Work
- Valid CA Board of Behavioral Services license as an LSCW or candidate, must possess an ACSW number within 90 days of hire.

WORKING CONDITIONS:

Environment:

- **Dynamic Settings:** Primary work is performed in office and classroom environments across various school sites.
- **Mobility:** Requires frequent travel to district offices, County Offices of Education, and community partner locations.
- **Pace:** High-volume environment with frequent interruptions and a need to pivot quickly between administrative tasks and crisis intervention.

Physical Demands:

- **Communication:** Sufficient clarity of speech and hearing to communicate effectively in person, on the phone, and via digital conferencing.
- **Vision:** Ability to read printed materials, digital displays, and observe student behavior/body language.
- **Dexterity:** Fine motor skills to operate computers, tablets, and standard office equipment.
- **Movement:** Frequent sitting, standing, and walking; occasional bending, reaching, and the ability to lift/move materials or equipment up to 30 pounds.
- **Transportation:** Access to reliable personal transportation for multi-site responsibilities.

Interpersonal & Environmental Factors:

- **Climate:** Generally works in a climate-controlled office; however, may be exposed to outdoor weather during yard duty or school events.
- **Emotional Labor:** Frequent interaction with students, families, and staff who may be in states of high emotional distress. Must be able to maintain professional composure while interpreting and enforcing district policies in sensitive situations.
- **Noise Levels:** Moderate to high during passing periods, assemblies, or in communal school areas.

NON-DISCRIMINATION POLICY:

The South San Francisco Unified School District is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, reproductive health decision making, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, veteran or military status, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)
No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 4030)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: New Job Description: School Social Worker on Special Assignment

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The School Social Worker on Special Assignment serves as a key resource to schools, students, and families by supporting the social, emotional, and academic well-being of students across the District. This role provides leadership in the coordination and implementation of comprehensive, school-based mental health services and wellness programming.

The position focuses on developing and sustaining a district-wide system of tiered supports through collaboration with educational partners, community agencies, and multidisciplinary teams. Responsibilities include coordinating Wellness Team services, providing clinical supervision to mental health staff and interns, supporting crisis response efforts, and facilitating access to internal and external mental health resources.

Additionally, the School Social Worker on Special Assignment plays a critical role in building staff capacity through training and professional development in areas such as threat assessment, suicide prevention, trauma-informed practices, and social-emotional learning (SEL). The role also ensures alignment with legal requirements and best practices, including compliance with applicable state and federal laws, and supports initiatives such as the California Youth Behavioral Health Initiative (CYBHI).

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the Board approve the School Social Worker on Special Assignment job description, effective with the 2026-2027 school year.

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Dr. Shawnterra Moore, Superintendent

SCHOOL SOCIAL WORKER ON SPECIAL ASSIGNMENT

JOB DESCRIPTION

BASIC FUNCTION:

The School Social Worker on Special Assignment will serve as a resource to schools, families, and students throughout the South San Francisco Unified School District. The School Social Worker on Special Assignment will evaluate the social, emotional, and academic well-being of students, as well as coordinate and monitor the Wellness Team and mental health programming within the District. This position classification requires knowledge, experience, and skill in the areas of mental health counseling including: public and private mental health systems, structures, programs, services and resources; threat and risk assessment; crisis response and substance use/abuse. The position requires decision-making and problem-solving with an understanding of local, state, and federal laws and mandates. The School Social Worker on Special Assignment must have experience and skill in coordinating services and the ability to lead and collaborate with individuals and groups, including providing clinical supervision for mental health staff and interns. Performs other related duties as assigned that are consistent with the scope and intent of the position and support the operational needs of the school site and district.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list is illustrative only and is not a comprehensive listing of all functions and tasks performed by positions in this class. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the role.)

- Support the development of a district-wide system of tiered supports that leverages public, district and family resources in collaboration with educational partners

- Participates in the development and implementation of coordinated care systems at both the district and site levels, collaborating with multidisciplinary teams to ensure integrated support for students' academic, social, emotional, and family needs.
- Provide training in school-based mental health systems and procedures
- Develop and maintain internal mental health processes, policies, and practices
- Coordinate school-based mental health counseling and services (Wellness counseling) provided through community and district resources
- Provide clinical supervision and consultation for Wellness Team staff
- Serve as liaison to mental health providers, District staff, and District partners
- Coordinate and facilitate the implementation of Tier 1 social-emotional (SEL) curriculum
- Maintain consistent collaboration between agencies and school/District personnel
- Communicate, in a variety of forms, information regarding mental health systems (school based/non-school-based, public/private) structures, programs and resources
- Develop, maintain and communicate a list of agency resources, services and eligibility requirements
- In collaboration with District Wellness Team, expand and facilitate mental health field work experiences and clinical supervision for current and prospective mental health professionals
- Coordinate regular District mental health provider meetings to facilitate case management collaboration
- Participate in site and District professional development
- Participate in crisis response teams, as needed
- Analyze data and prepare reports relevant to the position, as needed

- Participate on District committees as needed
- Participate in job-related community meetings, as needed
- Train and/or organize staff professional development on topics including, but not limited to: threat assessments, suicide prevention, trauma and resilience-informed services, and other related topics.
- Support the implementation of the California Youth Behavioral Health Initiative (CYBHI) fee schedule, including adherence to billing protocols, documentation requirements, and coordination with district and external partners to ensure compliant and efficient service delivery
- Performs other related duties as assigned that are consistent with the scope and intent of the position and support the operational needs of the school site and district.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Best practices for school-based mental health counseling;
- Mental health systems, structures, programs, services and resources;
- School district and site operation procedures;
- Local, state, and federal laws, mandates, and regulations, including the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights Privacy Act (FERPA);
- Strategies and techniques for supporting children, adolescents and families;
- Threat/risk assessments; suicide prevention protocol, CSEC, trauma-informed practices

Ability to:

- Direct and progressive experience as a mental health professional, including working within a public education setting;

- Ability to coordinate and work collaboratively individuals and teams of school/District,

  agency and community professionals;

- Ability to navigate complex mental health systems, structures, programs, services and resources; ability to meaningfully communicate this information to students (as appropriate), families and other necessary groups and individuals;
- Ability to work collaboratively with multi-disciplinary teams;
- Ability to utilize culturally-relevant practices with diverse student and family populations.
- Communicate effectively, in oral and written form, with students, families, and other necessary groups and individuals;
- Skill to utilize technology effectively: word processing, spreadsheet, database and presentation software.

EDUCATION AND EXPERIENCE

Education:

An earned Master's degree or higher in Social Work.

Experience:

Minimum of three (3) years of successful experience as a school-based mental health professional working with children, grades PreK-12; Clinical supervision for master's-level or post-master's mental health practitioners.

LICENSES AND CERTIFICATIONS

License Requirement

- Licensed Clinical Social Worker (LCSW)

Certification Requirement

- Hold or be eligible for a valid California Pupil Personnel Services (PPS) credential

- Maintain coursework requirements for Clinical Supervision of MFT, MSW, and PCC licensing candidates (completed every two years for the California Board of Behavioral Science)

WORKING CONDITIONS:

Environment:

- **Dynamic Settings:** Primary work is performed in office and classroom environments across various school sites.
- **Mobility:** Requires frequent travel to district offices, County Offices of Education, and community partner locations.
- **Pace:** High-volume environment with frequent interruptions and a need to pivot quickly between administrative tasks and crisis intervention.

Physical Demands:

- **Communication:** Sufficient clarity of speech and hearing to communicate effectively in person, on the phone, and via digital conferencing.
- **Vision:** Ability to read printed materials, digital displays, and observe student behavior/body language.
- **Dexterity:** Fine motor skills to operate computers, tablets, and standard office equipment.
- **Movement:** Frequent sitting, standing, and walking; occasional bending, reaching, and the ability to lift/move materials or equipment up to 30 pounds.
- **Transportation:** Access to reliable personal transportation for multi-site responsibilities.

Interpersonal & Environmental Factors:

- **Climate:** Generally works in a climate-controlled office; however, may be exposed to outdoor weather during yard duty or school events.
- **Emotional Labor:** Frequent interaction with students, families, and staff who may be in states of high emotional distress. Must be able to maintain

professional composure while interpreting and enforcing district policies in sensitive situations.

- **Noise Levels:** Moderate to high during passing periods, assemblies, or in communal school areas.

NON-DISCRIMINATION POLICY:

The South San Francisco Unified School District is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, reproductive health decision making, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, veteran or military status, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)
No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 4030)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Revised Job Description: Speech/Language Pathologist

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The Speech/Language Pathologist position is designed to support student access, participation, and progress in the general education curriculum through services aligned with the Least Restrictive Environment (LRE) and an Integrated Service Delivery Model (ISDM).

This role emphasizes collaboration with educators, families, and multidisciplinary teams to embed communication support within natural learning environments. Services are provided along a continuum ranging from consultation to direct intervention, ensuring that students develop the communication skills necessary for equitable access to instruction, social interaction, and educational benefit.

The position includes responsibilities such as assessment, intervention, consultation, participation in IEP processes, staff collaboration, and capacity-building to support communication development across educational settings.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the Board approve the Speech/Language Pathologist job description as presented in order to support inclusive practices, strengthen service delivery aligned to the Least Restrictive Environment, and enhance student access to the general education curriculum.

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Dr. Shawnterra Moore, Superintendent

SPEECH/ LANGUAGE Pathologist
JOB DESCRIPTION

BASIC FUNCTION:

The Speech/Language Pathologist supports student access, participation, and progress in the general education curriculum by providing services aligned to the Least Restrictive Environment (LRE) and an Integrated Service Delivery Model (ISDM). Services are delivered through a continuum ranging from consultation to direct intervention, with an emphasis on embedding communication support within natural learning environments through collaboration with educators, families, and multidisciplinary teams.

To improve students' communication skills in order to ensure equitable access to instruction, social interaction, and educational benefit. The Speech/Language Pathologist provides assessment, intervention, and consultative services while building staff capacity to support communication development across settings.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Conduct comprehensive speech and language assessments within authentic educational contexts in the least restrictive environment, using the continuum of service models from consultation to direct services, and considering the impact of communication on access, participation, and progress in the general education curriculum
- Collaborate with IEP teams to develop goals that support student access to grade-level standards, with a clear emphasis on implementation within general education and inclusive settings aligned to the Least Restrictive Environment
- Participate actively in IEP meetings, contributing expertise in communication development and advocating for service delivery models that prioritize inclusion, integration, and access
- Provide timely written communication and procedural safeguards to families in accordance with legal requirements
- Design and implement service delivery across a continuum, including consultation, push-in services, co-teaching, and targeted small group instruction aligned to classroom content

- Provide speech and language intervention aligned to IEP goals, with a focus on generalization of skills across environments, peer interaction, and participation in classroom discourse
- Monitor student progress using data collected across settings and adjust services to ensure meaningful progress and access within inclusive environments
- Collaborate with general education teachers, special education staff, and related service providers to integrate communication strategies into daily instruction and classroom routines
- Support staff through coaching, modeling, and professional learning to build capacity for implementing communication supports within core instruction
- Participate in Student Study Team (SST) processes, contributing strategies that promote early intervention and access within general education settings and reduce the need for more restrictive placements
- Maintain accurate and compliant records, including IEP documentation, service logs, progress reports, and evaluation reports
- Complete triennial and other required evaluations in accordance with legal timelines and best practices
- Engage as an active member of the Speech, Language, and Hearing Department, contributing to the ongoing development and implementation of inclusive, integrated service delivery practices aligned with district priorities and the Least Restrictive Environment
- Participate in professional development and ongoing learning related to inclusive practices, integrated service delivery, and evidence-based interventions
- Attend workshops, trainings, and conferences for professional growth
- Perform other duties as assigned in support of student access, inclusion, and educational outcomes

KNOWLEDGE AND ABILITIES

Knowledge of:

- Knowledge of IDEA, IEP development, and compliance requirements
- Understanding of service delivery models that support access within the Least Restrictive Environment
- Experience implementing services within an Integrated Service Delivery Model, including push-in services, co-teaching, and collaborative consultation

- Experience with Augmentative and Alternative Communication (AAC), including assessment, implementation, and staff training
- Knowledge of Universal Design for Learning (UDL) and Multi-Tiered System of Supports (MTSS) frameworks
- Familiarity with culturally and linguistically responsive assessment practices

Ability to:

- Demonstrated ability to collaborate effectively with multidisciplinary teams
- Demonstrated success supporting students within general education settings and promoting access to the core curriculum in alignment with the Least Restrictive Environment
- Experience coaching and building capacity of general education teachers and paraprofessionals
- Strong skills in data collection and progress monitoring across settings
- Experience participating in SST processes and early intervention systems
- Ability to facilitate collaboration across multidisciplinary teams and contribute to inclusive school site practices

EDUCATION AND LICENSE REQUIRED

- Master's degree in Speech-Language Pathology or Communication Disorders from an accredited institution
- Valid California Speech-Language Pathology Services Credential or eligibility for appropriate credential authorization
- Current license from the California Speech-Language Pathology and Audiology and Hearing Aid Dispensers Board (if required)
- Certificate of Clinical Competence (CCC-SLP) from the American Speech-Language-Hearing Association (ASHA), or completion of Clinical Fellowship (CF) year in progress

WORKING CONDITIONS:

Environment:

- School-based settings including general education classrooms, special education environments, and related service spaces
- Collaborative, team-oriented educational environment with frequent interaction across disciplines

Physical Demands:

- Ability to sit, stand, and move between classrooms and workspaces
- Ability to use standard office and instructional equipment
- Occasional lifting, carrying, pushing, or pulling of instructional materials and equipment

Interpersonal & Environmental Factors:

- Frequent interaction with students, staff, families, and multidisciplinary teams
- Work requires strong communication, collaboration, and problem-solving skills
- May involve managing multiple priorities, timelines, and compliance requirements

NON-DISCRIMINATION POLICY:
South San Francisco Unified School District programs, activities, and employment shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex,sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)

No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 4030)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Revised Job Description: Educator on Special Assignment (ESA): Curriculum and Instruction Specialist

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District is committed to strengthening instructional practices, advancing equity, and supporting continuous improvement across all schools. A key component of this work is ensuring the effective implementation of district-adopted curriculum, alignment with state standards, and the use of data to inform instruction and improve student outcomes.

The Educator on Special Assignment (ESA): Curriculum and Instruction Specialist plays a critical role in supporting these efforts by planning and supporting the implementation and assessment of the district's instructional programs. This position provides coaching, technical assistance, and professional development to teachers, staff, and administrators to improve educational outcomes and build capacity across school sites. In addition, the role supports collaboration through professional learning communities, assists with instructional materials adoption and implementation, and contributes to program evaluation and continuous improvement efforts.

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

It is recommended that the Board of Education approve the ESA: Curriculum and Instruction Specialist job description, effective with the 2026-2027 school year.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
398 B Street | South San Francisco, CA 94080
Phone: (650) 877-8700 | Fax: (650) 583-4717
www.ssfusd.org

Educator on Special Assignment (ESA):
Curriculum and Instruction Specialist

Basic Function: Under the direction of the designated administrator, the Educator on Special Assignment (ESA): Curriculum and Instruction Specialist plans and supports the implementation and assessment of the district's instructional programs. The ESA provides coaching, technical assistance, and professional development to teachers, staff, and administrators to improve educational outcomes, advance equity, and ensure the successful implementation of district-adopted curriculum and state standards.

Essential Duties and Responsibilities:

(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills, and other characteristics. This list is illustrative only and is not a comprehensive listing of all functions and tasks performed by positions in this class. Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the role.)

Professional Learning and Coaching:

- Plan, coordinate, and implement professional development and training for teachers, staff, and administrators.
- Facilitate or support Professional Learning Communities (PLCs), which may include but is not limited to, Instructional Leadership Teams, Culture and Climate Leadership Teams, Grade Level Collaborations, Department Meetings, Teacher Leadership Team Meetings, or other advisory committees to support collaboration and continuous improvement.
- Support teachers, staff, and administrators in their transition to the district and provide guidance on district programs and effective teaching methodologies.
- Model lessons to demonstrate evidence-based instructional strategies, differentiation, and best practices.
- Engage with teachers or teams in applying instructional practices in their classrooms to support student learning.

High-Quality Instructional Materials Adoption, Implementation, and Evaluation:

- Support instructional materials evaluation, adoption, and implementation, including reviewing curricula for alignment with state standards and district goals.
- Assist with the implementation of the philosophy, goals, and objectives of the district as they pertain to curriculum and instruction, ensuring equitable access for all students.
- Coordinate and collaborate in the development of district-adopted scope and sequences for assigned content areas and monitor instructional implementation to ensure alignment with state standards and frameworks.
- Stay current on state and federal legislation, mandates, guidelines, and curriculum frameworks.

Partnerships, Grants and Program Management:

- Collaborate with external partners, community organizations, the County Office of Education, or related service providers to enhance instructional programs and student resources.
- Assist with identifying funding opportunities and grant writing, application processes, and the necessary oversight to ensure compliance.
- Assist with progress monitoring and reporting for grants and categorical programs, ensuring all timelines and deliverables are met.

Data Literacy and Assessment:

- Build capacity in staff to access, interpret, and act effectively on data to inform instruction, refine programming decisions, and address achievement gaps.
- Assist in designing, conducting, and analyzing program evaluation and formative assessment data to ensure adherence to program standards.
- Advise and collaborate with school site administration to determine needs for achieving compliance and program improvement based on state and federal requirements and evidence-based practices.

Communication and Collaboration:

- Meet regularly with teachers, staff, and administrators to receive guidance on site instructional programs and professional development activities.
- Communicate effectively both orally and in writing with staff, parents, and community members regarding educational programs and student progress.
- Prepare and deliver dynamic presentations to various stakeholders.
- Establish and maintain cooperative and effective working relationships with others.
- Performs other related duties as assigned.

Rev. 2026-04-10/jmh

Knowledge, Skills, and Abilities:

- **Knowledge of:**
    - Current California Standards for the Teaching Profession (CSTP), state curriculum frameworks, and State Standards (CCSS, NGSS, ELD, etc).
    - Adult learning theory and effective methods for planning professional development.
    - High Quality Instructional Materials (HQIM) curriculum, instruction, assessment, coaching, professional learning and development.
    - Issues of diversity, equity, inclusion, and belonging related to students, staff, and the community.
- **Ability to:**
    - Manage, plan, and coordinate assigned programs and budgets in consultation with the supervisory administrator.
    - Analyze situations and apply appropriate courses of action.
    - Read, interpret, apply, and explain rules, regulations, policies, and procedures.
    - Demonstrate ability to develop and implement both short- and long-term plans independently and in collaboration with colleagues.
    - Work collaboratively with all staff, faculty, administrators, and external partners.
    - Use a computer to produce documents, data files, presentations, and related work products.
    - Communicate effectively and professionally, both orally and in writing.
    - Establish and maintain positive working relationships with students, staff, parents, and community members.
    - Handle and resolve conflicts and concerns effectively and diplomatically.
    - Manage multiple priorities, projects, and deadlines in a fast-paced environment.
    - Maintain accurate records and prepare comprehensive reports.
    - Exercise sound judgment, discretion, and confidentiality.

Education and Experience Requirements:

- **Education:** Bachelor's degree from an accredited college or university
- **Credential:** Valid California Teaching Credential
- **Experience:** A minimum of five (5) years of classroom teaching experience is preferred
- **Preferred Qualifications:**
    - Two (2) years serving in a leadership role within your school or district
    - Valid California Administrative Services Credential

Rev. 2026-04-10/jmh

- Experience working with special populations: multilingual learners, students with disabilities, historically marginalized student groups, etc.

Working Conditions:

Environment:

- **Dynamic Settings:** Primary work is performed in office and classroom environments across various school sites.
- **Mobility:** Requires frequent travel to district offices, County Offices of Education, and community partner locations.
- **Pace:** High-volume environment with frequent interruptions and a need to pivot quickly between administrative tasks and crisis intervention.

Physical Demands:

- **Communication:** Sufficient clarity of speech and hearing to communicate effectively in person, on the phone, and via digital conferencing.
- **Vision:** Ability to read printed materials, digital displays, and observe student behavior/body language.
- **Dexterity:** Fine motor skills to operate computers, tablets, and standard office equipment.
- **Movement:** Frequent sitting, standing, and walking; occasional bending, reaching, and the ability to lift/move materials or equipment up to 30 pounds.
- **Transportation:** Access to reliable personal transportation for multi-site responsibilities.

Interpersonal & Environmental Factors:

- **Climate:** Generally works in a climate-controlled office; however, may be exposed to outdoor weather during yard duty or school events.
- **Emotional Labor:** Frequent interaction with students, families, and staff who may be in states of high emotional distress. Must be able to maintain professional composure while interpreting and enforcing district policies in sensitive situations.
- **Noise Levels:** Moderate to high during passing periods, assemblies, or in communal school areas.

Non-Discrimination Policy:

The South San Francisco Unified School District is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status,

reproductive health decision making, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, veteran or military status, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)

No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 4030)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: New Job Description: Transitional Kindergarten Aide

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The District continues to expand and strengthen its Transitional Kindergarten (TK) program to meet the needs of students ages 4–5 and align with state requirements for universal TK access. In support of this effort, the District seeks to establish the position of Transitional Kindergarten Aide, a classified, CSEA-represented role.

Under the direction of the site principal or designee, the TK Aide will assist the classroom teacher in creating a safe, inclusive, and developmentally appropriate learning environment. The position supports instruction for individual students and small groups, assists with daily routines (including meals, dressing, and toileting), and helps monitor student progress and behavior.

This role is essential in maintaining appropriate adult-to-student ratios, supporting social-emotional development, and ensuring that classrooms are responsive to the diverse cultural, linguistic, and developmental needs of students.

FISCAL IMPLICATIONS:

The salary range is $26.24 to $31.86 per hour, with an estimated annual cost of $28,000–$34,500 (0.80 FTE), plus applicable benefits (health, retirement, and statutory contributions). Funding will be supported through LCFF and TK expansion funds, as applicable.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the establishment of the Transitional Kindergarten Aide position.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
398 B Street | South San Francisco, CA 94080
Phone: (650)877-8700 | Fax: (650) 583-4717
www.ssfusd.org
Dr. Shawnterra Moore, Superintendent

Job Title:	**Transitional Kindergarten Aide**
Classification:	**Classified - represented (CSEA)**
Work Year:	180 Work Days 10 month position
Hours/ Schedule	For a .80 Full Time Equivalent (FTE): ● Hours per day: 6 ● Hours per week: 30 ● Daily Schedule: 8:15 a.m. - 2:45 p.m. (subject to change based on student need)
Benefits:	Medical, dental, and vision plans; defined benefit pension plans; disability; life insurance; 403(b)/457(b) tax-deferred retirement savings plans; flexible spending account options; employee assistance program; Master's/Doctoral Degree stipends; mileage stipend, and vacation time
Salary Range:	$26.24 - $31.86 per hour
Approval Dates:	Board of Trustees: Pending Personnel Commission: Pending

POSITION SUMMARY

Under the direction of the School Site Principal or designee, creates a safe and welcoming care and learning environment for children ages 4-5 participating in SSFUSD's Transitional Kindergarten program. Assists the Transitional Kindergarten (TK) teacher in providing instruction to individual or small groups of students; monitors and reports student progress; prepares materials; assists children in daily routines, including mealtimes, dressing, and toileting.

ESSENTIAL DUTIES

- Develops supportive relationships with children that foster positive social-emotional development and set the stage for children to learn and grow in all areas of their development.
- Provides supportive, culturally sensitive care and education, without bias or favoritism, to children and families from a wide range of races, ethnicities, home languages, family structures, socio-economic statuses and abilities.
- Observes children's emerging interests and supports TK Teacher in preparing inviting play-based learning environments that extend children's curiosity, increase their knowledge and develop new skills.

- Actively supervises and engages with children indoors and outdoors and accompanies students on field trips as assigned.
- Assists children in daily routines, including mealtimes, dressing, and toileting.
- Monitors classrooms, playgrounds, bathrooms and shared areas for safety issues and cleanliness.
- Maintains sensitivity to learning and social-emotional differences of students with exceptional needs.
- Assists TK teacher by providing assistance to individual students and small groups.
- Observes behavior of students to ensure safety; assists children in resolving disputes; follows appropriate positive discipline and guidance practices, in accordance with SSFUSD policies.
- Observes health and safety rules and procedures.
- Speaks and engages in a professional manner with staff, children, parents and visitors at all times.
- Attend trainings and staff meetings as assigned.
- Performs other related duties as assigned.

SKILLS, KNOWLEDGE AND ABILITIES:

Abilities to:

- Demonstrate a patient and receptive attitude towards children and co-workers.
- Understand and follow oral and written directions.
- Work cooperatively with others.
- Work independently with minimal supervision.
- Commitment to be prompt, reliable and act in a professional manner.
- Maintain confidentiality.

Knowledge of:

- Safe practices in classroom and playground activities.
- Correct English usage, spelling, grammar, punctuation and composition.
- Professional oral and written communication skills.
- Ages and stages of typically developing young children.
- Interpersonal skills using tact, patience and courtesy.

Skills:

- Strong organizational skills.
- Ability to write and present information clearly.

EDUCATION, EXPERIENCE, LICENSES, AND CERTIFICATIONS:

- High School diploma or combination of equivalent education and work experience.
- Early Childhood Education (ECE) course units and/or work experience preferred.
- Spanish proficiency is a plus.

Working Conditions

- Environment:

- Classroom and playground environment.
- Works both indoors and outdoors in children's play areas – may be during inclement weather.

- Physical Demands:
  - Dexterity of hands and fingers to operate standard office and classroom equipment.
  - Sitting or standing for extended periods of time.
  - Bending at the waist, kneeling or crouching to assist students.
  - Seeing to read a variety of materials and monitor student activities.
  - Hearing and speaking to exchange information.
  - Reaching overhead, above the shoulders and horizontally.
  - Ability to lift up to 25 lbs.

Note: The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

NON-DISCRIMINATION POLICY:
South San Francisco Unified School District programs, activities, and employment shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Board Policy 0410)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Superintendent, Dr. Shawnterra Moore

THRU: Marcos Garcia, Ed.D., Assistant Superintendent, Student & Family Services
Luca Tirapelle, Ed.D., MTSS Coordinator

DATE: April 23, 2026

RE: Amendment to the California Healthy Kids Survey 2025-26

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1**: Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND

Based on the WestEd contract approved on October 9, 2025, for administering the California Healthy Kids Survey (CHKS), the District seeks approval to amend the contract.

For the 2025–26 administration, the District will implement the CHKS core module with custom survey questions aligned to the module and developed in partnership with WestEd for students, staff, and parents. These questions, not included in the previously approved contract, are designed to assess implementation of District priorities in student engagement, school climate, and family partnerships.

Student Impact:

Students will participate in the CHKS core module along with District-developed custom questions aligned to student engagement, school climate, and support systems.

Monitor Progress & Success:

The use of the custom questions strengthens the District's ability to monitor implementation across sites, ensuring consistent, actionable data to guide continuous improvement and support coordinated systems, such as the Multi-Tiered, Multi-Domain System of Supports (MTMDSS), and to better monitor the implementation of the District mandate priorities.

FISCAL IMPLICATIONS

Based on the finalized cost estimate from WestEd, an additional $2,200 is required to support the development and administration of custom survey questions across student, staff, and parent surveys. This reflects a one-time setup cost to build custom modules aligned with District priorities.

RECOMMENDATION

It is recommended that the South San Francisco Unified School District Board of Trustees approve the inclusion of District-developed custom questions aligned to SSFUSD strategic priorities in the amount of $2,200.

CalSCHLS
California School Climate, Health, and Learning Surveys

Cost Estimate 2026-[4169070]-02

Please do not pay off the cost estimate

Date: 4/7/26

Bill To:

South San Franciso Unified
Luca Tirapelle
398 B Street
South San Francisco, CA 94080

Email: lucapsy74@yahoo.com
Phone# 617-750-8772

Remit To:

WestEd
Attn: WestEd Operating Account
P. O. Box 889001
Los Angeles, CA 90088-9001

Cost Code # : 00C500.00.01.001
PO/Contract # if applicable

Description of COE Coverage including Districts

Item Description	Quantity	Unit Price	Amount
CHKS Basic Administration:			
Elementary Enrollment X 40 Cents Each	0	$0.40	$0.00
Secondary Enrollment X 40 Cents Each	0	$0.40	$0.00
CHKS Survey Set Up Fee	0	$200.00	$0.00
Shipping of Paper Materials	0	$0.00	$0.00
CHKS Reporting:			
Supplemental Modules Administered	0	$100.00	$0.00
Existing Custom Modules Administered	0	$100.00	$0.00
Supplemental Modules Administered	0	$100.00	$0.00
Elementary Raw Data File	0	$75.00	$0.00
Secondary Raw Data File	0	$75.00	$0.00
Password Protected Data Dashboard	0	$75.00	$0.00
School Level Reports	0	$100.00	$0.00
Countywide Report	0	$500.00	$0.00
Other Customized Reports		$100/hour rate	$0.00
New Custom Module:			
CHKS Custom Questions	3	$200/3 questions	$733.33
CSSS Custom Questions	7	$200/3 questions	$733.33
CSPS Custom Questions	3	$200/3 questions	$733.33
CSSS Administration:			
CSSS Survey Set Up Fee	0	$200.00	$0.00
Staff Existing Custom Modules Administered	0	$100.00	$0.00
Staff Supplemental Modules Administered	0	$100.00	$0.00
Staff School Level Reports	0	$100.00	$0.00
Staff Raw Data File	0	$75.00	$0.00
CSPS Administration:			

CSPS Survey Set Up Fee	0	$200.00	$0.00
Processed Paper Copies X 40 Cents Each	0	$0.60	$0.00
Parent Existing Custom Modules Administered	0	$100.00	$0.00
Parent Supplemental Modules Administered	0	$100.00	$0.00
Parent School Level Reports	0	$100.00	$0.00
Parent Raw Data File	0	$75.00	$0.00
	Total Costs:		**$2,200.00**
Other Fees:			
Contract Fee	0	$300.00	$0.00
Other Fees	0	$0.00	$0.00
	Total Costs:		**$0.00**
CalSCHLS Credits:			
BHC Fee Credit			
Biennial Fee Credit			
County Credit			
	Total Amount Due:		**$2,200.00**

If you have questions about this quote, please email calschls@wested.org

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

DATE: April 23, 2026

RE: Purchase Order Listing March 1, 2026 to March 31, 2026

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The attached report shows the total amount of all Purchase Orders, Change Orders and Printed Instructional Material Orders processed March 1, 2026 to March 31, 2026 for the 2025/2026 Fiscal Year.

FISCAL IMPLICATIONS:

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

RECOMMENDATION:

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

PURCHASE ORDER LISTING - March 1, 2026 to March 31, 2026

P.O.	Vendor	Description	Account	Amount
PO26-02116	11261917 Inc. TC Span America	Custodial Safety Uniform	01-0000-0-0000-8200-4320-032-759	1,873.92
PO26-02088	4imprint Inc	Recruitment Swag 25-26	01-0000-0-0000-7400-5810-090-715	1,451.86
PO26-02285	A.s.f. Electric Inc.	Football Stadium Lights Service	01-8150-0-0000-8110-5600-032-741	425.00
PO26-02250	ACCO Brands Corporation	COMBBIND® ELECTRIC PUNCH AND BIND MACHINE	01-0000-0-0000-7300-4420-090-717	2,259.58
PO26-02250	ACCO Brands Corporation	COMBBIND® ELECTRIC PUNCH AND BIND MACHINE	01-0000-0-0000-7300-5600-090-717	450.00
PO26-02129	AdaptEd 4 Special Ed	Books	01-6500-0-5760-1190-4200-090-245	558.18
PO26-02052	Allyson Marie Ward	Music Coaching	01-6770-0-1227-1000-5899-033-186	5,000.00
PO26-02222	Amazon Capital Services	Printer Cables	01-0000-0-0000-2424-4320-090-735	50.05
PO26-02097	Amazon Capital Services	Printer Cables	01-0000-0-0000-2424-4320-090-735	55.28
PO26-02098	Amazon Capital Services	Monitor Privacy Screens	01-0000-0-0000-2424-4320-090-735	75.80
PO26-02192	Amazon Capital Services	UPC Replacement Battery	01-0000-0-0000-2424-4320-090-735	192.28
PO26-02201	Amazon Capital Services	Power Supplies	01-0000-0-0000-2424-4320-090-735	195.33
PO26-02110	Amazon Capital Services	Wireless HDMI Pro Extender Kit	01-0000-0-0000-2424-4320-090-735	302.49
PO26-02031	Amazon Capital Services	MacBook Air Cases	01-0000-0-0000-2424-4320-090-735	329.25
PO26-02290	Amazon Capital Services	Hard Drives	01-0000-0-0000-2424-4320-090-735	507.62
PO26-02256	Amazon Capital Services	Cases for MacBook Distribution	01-0000-0-0000-2424-4320-090-735	1,812.33
PO26-02191	Amazon Capital Services	Puberty Supplies	01-0000-0-0000-3140-4320-090-507	636.63
PO26-02137	Amazon Capital Services	Office & Health Room Supplies	01-0000-0-0000-3140-4330-090-507	750.95
PO26-02093	Amazon Capital Services	Career Day Supplies	01-0000-0-0000-7300-4320-090-717	205.87
PO26-02253	Amazon Capital Services	Office Supplies	01-0000-0-0000-7300-4320-090-717	263.13
PO26-02253	Amazon Capital Services	Office Supplies	01-0000-0-0000-7300-5810-090-717	10.43
PO26-02072	Amazon Capital Services	HR Supplies for Recruitment	01-0000-0-0000-7490-4320-090-715	248.10
PO26-02137	Amazon Capital Services	Office & Health Room Supplies	01-0000-0-0000-8200-4320-007-070	517.50
PO26-02172	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-021-759	1,120.66
PO26-02092	Amazon Capital Services	Rubber Entry Mat & Tents	01-0000-0-0000-8200-4320-025-759	352.37
PO26-02036	Amazon Capital Services	Restroom Stall Gap Privacy Covers	01-0000-0-0000-8200-4320-025-759	374.19
PO26-02196	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-031-759	1,040.62
PO26-02220	Amazon Capital Services	Custodial Supplies & Office Supplies	01-0000-0-0000-8200-4320-032-759	92.20
PO26-02029	Amazon Capital Services	Custodial Supplies - Pain Relieving Patch	01-0000-0-0000-8200-4320-032-759	122.28
PO26-02298	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-032-759	160.20
PO26-02138	Amazon Capital Services	Custodial Supplies - Shoes	01-0000-0-0000-8200-4320-032-759	197.74
PO26-02007	Amazon Capital Services	Custodial Office Chair	01-0000-0-0000-8200-4320-032-759	230.72
PO26-02028	Amazon Capital Services	Custodial Supplies - Cordless Hedge Trimmer	01-0000-0-0000-8200-4320-032-759	259.91
PO26-02010	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-032-759	334.96
PO26-02113	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-032-759	434.95
PO26-02008	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-032-759	481.22
PO26-02009	Amazon Capital Services	Custodial Supplies - PPE	01-0000-0-0000-8200-4320-032-759	830.23
PO26-02090	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-032-759	965.13
PO26-02035	Amazon Capital Services	Custodial Supplies	01-0000-0-0000-8200-4320-032-759	968.71
PO26-02108	Amazon Capital Services	AVID Supplies	01-0000-0-1110-1000-4200-033-070	71.20
PO26-02111	Amazon Capital Services	Special Education Supplies	01-0000-0-1110-1000-4200-033-070	126.83
PO26-02199	Amazon Capital Services	SpEd Supplies	01-0000-0-1110-1000-4200-033-070	203.51

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P.O.	Vendor	Description	Account	Amount
PO26-02255	Amazon Capital Services	Office Supplies	01-0000-0-1110-1000-4320-006-070	143.71
PO26-02289	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-006-070	250.95
PO26-02288	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-006-070	299.96
PO26-02292	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-006-070	396.54
PO26-02291	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-006-070	538.29
PO26-02294	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-006-070	599.87
PO26-02257	Amazon Capital Services	Classroom and Student Supplies	01-0000-0-1110-1000-4320-008-070	26.27
PO26-02262	Amazon Capital Services	Student iPad Chargers & CTI Supply	01-0000-0-1110-1000-4320-008-070	29.50
PO26-02240	Amazon Capital Services	SpEd and Office Supplies	01-0000-0-1110-1000-4320-008-070	84.57
PO26-02089	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-008-070	119.05
PO26-02223	Amazon Capital Services	Classroom Supplies	01-0000-0-1110-1000-4320-008-070	148.59
PO26-02220	Amazon Capital Services	Custodial Supplies & Office Supplies	01-0000-0-1110-1000-4320-032-070	15.88
PO26-02108	Amazon Capital Services	AVID Supplies	01-0000-0-1110-1000-4320-033-070	130.87
PO26-02199	Amazon Capital Services	SpEd Supplies	01-0000-0-1110-1000-4320-033-070	198.43
PO26-02100	Amazon Capital Services	Video Arts Supplies	01-0000-0-1110-1000-4320-033-070	289.93
PO26-02102	Amazon Capital Services	Supplies	01-0000-0-1110-1000-4320-033-070	309.36
PO26-02174	Amazon Capital Services	Fax Machine/Repair Product	01-0000-0-1110-1000-4320-033-070	379.33
PO26-02109	Amazon Capital Services	World Language Supplies	01-0000-0-1110-1000-4320-033-070	447.20
PO26-02099	Amazon Capital Services	Science Supplies	01-0000-0-1110-1000-4320-033-070	753.32
PO26-02106	Amazon Capital Services	Mathematics Supplies	01-0000-0-1110-1000-4320-033-070	914.51
PO26-00816	Amazon Capital Services	Folding Machine	01-0000-0-1110-1000-4320-033-070	977.89
PO26-02111	Amazon Capital Services	Special Education Supplies	01-0000-0-1110-1000-4320-033-070	1,338.16
PO26-02107	Amazon Capital Services	PE Supplies	01-0000-0-1110-1000-4320-033-070	1,587.46
PO26-02105	Amazon Capital Services	Science Supplies	01-0000-0-1110-1000-4320-033-070	1,714.56
PO26-02094	Amazon Capital Services	Folklorico Office Supplies	01-0000-0-1110-1000-4320-033-070	2,264.36
PO26-02095	Amazon Capital Services	T&L Office Supplies	01-0000-0-1110-1000-4320-090-762	550.89
PO26-02171	Amazon Capital Services	Golden State Seals for Graduation	01-0000-0-1110-1000-5810-090-762	249.21
PO26-02091	Amazon Capital Services	Classroom Materials	01-0000-0-1110-2421-4200-002-451	8.96
PO26-02237	Amazon Capital Services	Books & Supplies	01-0000-0-1110-2421-4200-013-451	213.01
PO26-02197	Amazon Capital Services	Library Books	01-0000-0-1110-2421-4200-033-451	770.43
PO26-02237	Amazon Capital Services	Books & Supplies	01-0000-0-1110-2421-4320-013-451	146.95
PO26-02198	Amazon Capital Services	Library Supplies	01-0000-0-1110-2421-4320-033-451	705.25
PO26-02227	Amazon Capital Services	English Supplies	01-0000-0-1214-1000-4320-032-070	485.27
PO26-02221	Amazon Capital Services	PE Supplies	01-0000-0-1230-1000-4320-033-070	143.94
PO26-02251	Amazon Capital Services	Social Science Supplies	01-0000-0-1236-1000-4320-032-070	49.58
PO26-02193	Amazon Capital Services	Math TOSA Book	01-0801-0-1110-1000-4200-090-177	28.31
PO26-02237	Amazon Capital Services	Books & Supplies	01-0805-0-1110-1000-4320-013-180	290.82
PO26-02202	Amazon Capital Services	Science Dept Supplies	01-0805-0-1110-1000-4320-021-180	1,522.60
PO26-02246	Amazon Capital Services	Certificate Folios - Promotion	01-0805-0-1110-1000-4320-025-180	159.45
PO26-02244	Amazon Capital Services	MLL Books	01-0805-0-4760-1000-4200-033-123	269.66
PO26-02297	Amazon Capital Services	Student Supplies	01-3010-0-1110-1000-4200-008-301	28.44
PO26-02293	Amazon Capital Services	Library Books	01-3010-0-1110-1000-4200-013-301	136.90

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P.O.	Vendor	Description	Account	Amount
PO26-02296	Amazon Capital Services	Classroom Support Materials & Supplies	01-3010-0-1110-1000-4320-007-301	664.79
PO26-02240	Amazon Capital Services	SpEd and Office Supplies	01-3010-0-1110-1000-4320-008-301	35.11
PO26-02238	Amazon Capital Services	Kinder Workshop Student Supply	01-3010-0-1110-1000-4320-008-301	57.64
PO26-02139	Amazon Capital Services	Student Headphones for SBAC Testing	01-3010-0-1110-1000-4320-008-301	79.08
PO26-02297	Amazon Capital Services	Student Supplies	01-3010-0-1110-1000-4320-008-301	90.52
PO26-02257	Amazon Capital Services	Classroom and Student Supplies	01-3010-0-1110-1000-4320-008-301	109.82
PO26-02262	Amazon Capital Services	Student iPad Chargers & CTI Supply	01-3010-0-1110-1000-4320-008-301	220.89
PO26-02195	Amazon Capital Services	Classroom Supplies/PBIS Supplies	01-3010-0-1110-1000-4320-022-301	308.45
PO26-02245	Amazon Capital Services	Classroom Supplies	01-3010-0-1110-1000-4320-031-301	3,548.25
PO26-02173	Amazon Capital Services	Books	01-3182-0-1110-1000-4200-031-387	255.82
PO26-02241	Amazon Capital Services	CTE Video Arts Supply	01-6383-0-3800-1000-4320-032-313	4,004.66
PO26-00995	Amazon Capital Services	CTE-Culinary Arts Supplies	01-6383-0-3800-1000-4320-033-336	1,242.57
PO26-01557	Amazon Capital Services	CTE-Culinary Supplies	01-6383-0-3800-1000-4320-033-336	6,977.15
PO26-02074	Amazon Capital Services	Biotech Supplies - Desktop Barcode Scanner	01-6387-0-3800-1000-4320-032-394	211.15
PO26-02260	Amazon Capital Services	CTE Culinary Supplies	01-6387-0-3800-1000-4320-032-394	875.00
PO26-02143	Amazon Capital Services	Supplies for CTE Expo	01-6388-0-3800-1000-4320-032-318	298.35
PO26-02103	Amazon Capital Services	CTE-Expo Supplies	01-6388-0-3800-1000-4320-032-318	498.97
PO26-02142	Amazon Capital Services	CTE Expo Orders	01-6388-0-3800-1000-4320-033-318	113.40
PO26-02141	Amazon Capital Services	CTE Expo Orders	01-6388-0-3800-1000-4320-033-318	209.55
PO26-02170	Amazon Capital Services	Student Supplies	01-6500-0-5760-1190-4320-090-245	33.22
PO26-02176	Amazon Capital Services	Student Supplies	01-6500-0-5760-1190-4320-090-245	40.89
PO26-00306	Amazon Capital Services	Changing Table	01-6500-0-5760-1190-4320-090-245	504.32
PO26-00250	Amazon Capital Services	Changing Table for Pre-K	01-6500-0-5760-1190-4320-090-245	1,325.15
PO26-02076	Amazon Capital Services	Supplies for Meetings	01-6500-0-5760-1190-4322-090-245	221.67
PO26-02295	Amazon Capital Services	Art Program Class Supplies	01-6770-0-1201-1000-4320-007-186	2,880.87
PO26-02242	Amazon Capital Services	Art Grant - Amazon	01-6770-0-1201-1000-4320-012-186	346.12
PO26-02258	Amazon Capital Services	School Supplies	01-6770-0-1201-1000-4320-014-186	49.75
PO26-02037	Amazon Capital Services	Drama Play Supplies	01-6770-0-1215-1000-4320-032-186	359.69
PO26-02075	Amazon Capital Services	Drama Play Supplies	01-6770-0-1215-1000-4320-032-186	674.50
PO26-02039	Amazon Capital Services	Drama Play Supplies	01-6770-0-1215-1000-4320-032-186	1,012.37
PO26-02112	Amazon Capital Services	Drama Supplies	01-6770-0-1215-1000-4320-033-186	2,047.69
PO26-02239	Amazon Capital Services	VAPA Supplies	01-6770-0-1227-1000-4320-033-186	736.23
PO26-02200	Amazon Capital Services	EMT Supplies for First Aid/CPR/EMT	01-7370-0-3800-1000-4320-033-368	304.28
PO26-02243	Amazon Capital Services	Supplies for Afterschool Clubs	01-7399-0-1110-1000-4320-031-311	1,625.43
PO26-02140	Amazon Capital Services	Resources for After School Clubs 6.2D	01-7399-0-1110-1000-4320-031-311	2,347.83
PO26-02034	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4200-002-356	12.08
PO26-02104	Amazon Capital Services	5th Grade Classroom Materials	01-9010-0-1110-1000-4200-002-356	124.03
PO26-02101	Amazon Capital Services	4th Grade Materials/Mag	01-9010-0-1110-1000-4200-002-356	129.63
PO26-02004	Amazon Capital Services	4th Grade Materials	01-9010-0-1110-1000-4200-002-356	172.08
PO26-02038	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4200-002-356	204.35
PO26-02027	Amazon Capital Services	5th Grade Materials	01-9010-0-1110-1000-4200-002-356	352.92
PO26-02004	Amazon Capital Services	4th Grade Materials	01-9010-0-1110-1000-4320-002-356	36.24

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P.O.	Vendor	Description	Account	Amount
PO26-02034	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4320-002-356	95.92
PO26-02101	Amazon Capital Services	4th Grade Materials/Mag	01-9010-0-1110-1000-4320-002-356	178.86
PO26-02134	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4320-002-356	189.16
PO26-02038	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4320-002-356	276.93
PO26-02091	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4320-002-356	313.51
PO26-02033	Amazon Capital Services	1st Grade Supplies	01-9010-0-1110-1000-4320-002-356	483.35
PO26-02261	Amazon Capital Services	Classroom Materials	01-9010-0-1110-1000-4320-002-356	560.32
PO26-02027	Amazon Capital Services	5th Grade Materials	01-9010-0-1110-1000-4320-002-356	572.50
PO26-02135	Amazon Capital Services	TK Supplies	01-9010-0-1110-1000-4320-002-356	584.18
PO26-02005	Amazon Capital Services	Kinder Materials	01-9010-0-1110-1000-4320-002-356	665.51
PO26-02104	Amazon Capital Services	5th Grade Classroom Materials	01-9010-0-1110-1000-4320-002-356	743.52
PO26-02194	Amazon Capital Services	School Supplies/Jog-a-Thon Labels	01-9010-0-1110-1000-4320-010-356	123.82
PO26-02175	Amazon Capital Services	Charging Station	01-9010-0-1110-1000-4320-010-356	138.31
PO26-02149	Amazon Capital Services	Co-Teaching Evolved - Books	01-9010-0-5760-1190-4200-090-350	1,316.30
PO26-00300	Amazon Capital Services	Changing Table	01-9010-0-5760-1190-4320-090-350	666.93
PO26-02148	Amazon Capital Services	Wellness Center 4A	01-9305-0-1110-1000-4320-021-391	1,159.37
PO26-02146	Amazon Capital Services	Wellness Center 4C	01-9305-0-1110-1000-4320-021-391	1,586.13
PO26-02147	Amazon Capital Services	Wellness Center 4B	01-9305-0-1110-1000-4320-021-391	3,009.73
PO26-02041	Amazon Capital Services	Wellness Center 02/2026	01-9305-0-1110-1000-4320-025-391	879.96
PO26-02040	Amazon Capital Services	Wellness Center 02/2026	01-9305-0-1110-1000-4320-025-391	1,679.41
PO26-02073	Amazon.com	PLTW Supplies	01-6387-0-3800-1000-4320-090-394	47.79
PO26-02096	Amazon.com	CTE Expo Supplies	01-6387-0-3800-1000-5810-090-394	1,206.41
PO26-02003	Amazon.com	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	66.47
PO26-02259	Amazon.com	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	136.68
PO26-02224	Amazon.com	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	153.78
PO26-02133	Amazon.com	Facilities Supplies	01-8150-0-0000-8110-4320-090-741	505.64
PO26-02030	Amazon.com	Helix Cup Expo-Cooler	01-9010-0-1110-1000-4320-090-055	204.58
PO26-02144	Amazon.com	Helix Cup Challenge #0 - #3	01-9010-0-1110-1000-4320-090-055	1,103.42
PO26-02032	Amazon.com	Twig - Gr 3 Book	01-9044-0-1110-1000-4200-090-062	188.68
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-006-124	5,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-007-124	5,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-008-124	5,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-014-124	15,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-021-124	15,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-022-124	15,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-025-124	15,000.00
PO26-02185	Amergis Healthcare Staffing In	Bilingual Para Agency Subs	01-0000-0-4760-1000-5894-033-124	15,000.00
PO26-02277	American Heart Association Inc	EMT Supplies for First Aid/CPR/AED	01-7370-0-3800-1000-4200-033-368	21.59
PO26-02277	American Heart Association Inc	EMT Supplies for First Aid/CPR/AED	01-7370-0-3800-1000-4320-033-368	2,162.59
PO26-02276	Amira Jones	Reading Intervention Coordinator & Teacher	01-3010-0-1110-1000-5801-016-301	9,176.60
PO26-02060	Apple Inc	Apple Pencil Tip Replacements	01-0000-0-0000-2424-4320-090-735	20.88
PO26-02078	Apple Inc	CTE Video Arts Supply - USB-C Mouse	01-6383-0-3800-1000-4320-032-313	219.20

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P.O.	Vendor	Description	Account	Amount
PO26-01728	Apple Inc	iPad Air for Student	01-6500-0-5760-1190-4320-090-215	1,096.22
PO26-02163	Apple Inc	Computer for Drama Class	01-6770-0-1215-1000-4320-032-186	627.28
PO26-02188	Association Of California Scho	ACSA Dues	01-0000-0-0000-7150-5300-090-714	500.00
PO26-02312	Avant Assessment LLC	STAMP 4S Lang Assessment - Seal of Biliteracy	01-0801-0-1110-1000-5813-090-415	79.80
PO26-02156	B & H Photo-Video Inc Remittan	CTE Photo Supplies	01-6387-0-3800-1000-4320-033-394	920.53
PO26-02265	BESS TESTLABS INC	Utility Location at SSFHS	01-8150-0-0000-8110-5899-033-741	2,040.00
PO26-01967	Blick Art Materials	Blick Art Show Material	01-0000-0-0000-2100-4320-090-762	156.98
BPO26-00012	BLICK ART MATERIALS LLC	Supplies for Art	01-0000-0-1201-1000-4320-032-070	4,500.00
PO26-02278	BMI Imaging Systems	BMI Imaging	01-0000-0-0000-3900-5813-090-305	2,400.00
PO26-02310	Bronstein Music	Instruments - Violin	01-3010-0-1110-1000-4320-022-301	1,182.69
PO26-02151	BSN Sports LLC	Net for Cage for Discus Throw	01-8150-0-0000-8110-4320-033-741	1,573.63
PO26-02015	California Association For Bil	CABE 2026	01-9010-0-1110-1000-5210-090-174	17,750.00
PO26-02049	California Foundation for Hist	SMC History Day 2/28/26	01-0000-0-1110-1000-5899-033-070	570.00
PO26-02120	Carolina Biological Supply Co	Science Supplies	01-3010-0-1110-1000-4320-033-301	90.05
PO26-02307	CATHOLIC CHARITIES - CYO TRANS	Field Trip Transportation	01-3010-0-1110-1000-5821-008-301	2,110.00
PO26-02208	CDW Government Inc	Replace Classroom TV	01-0000-0-0000-2424-4320-090-735	1,087.50
PO26-02161	CDW Government Inc	Replacement TV - Martin ES Rm #22	01-0000-0-0000-2424-4320-090-735	1,256.08
PO26-01879	CDW Government Inc	TV	01-0000-0-1110-1000-4320-021-070	1,256.08
PO26-02018	CDW Government Inc	Document Camera	01-0000-0-1110-1000-4320-033-070	563.71
PO26-02249	CDW Government Inc	TVs	01-3010-0-1110-1000-4320-022-301	2,175.00
PO26-01169	CDW Government Inc	Wellness Center Technology	01-9305-0-1110-1000-4320-021-391	1,118.30
PO26-02275	CEV MULTIMEDIA LLC	CTE Data Platform- Tier 2	01-6383-0-3800-1000-5813-090-313	2,500.00
PO26-02275	CEV MULTIMEDIA LLC	CTE Data Platform- Tier 2	01-6383-0-3800-1000-5813-090-314	2,500.00
PO26-02275	CEV MULTIMEDIA LLC	CTE Data Platform- Tier 2	01-6383-0-3800-1000-5813-090-336	2,500.00
PO26-02275	CEV MULTIMEDIA LLC	CTE Data Platform- Tier 2	01-6387-0-3800-3900-5813-090-394	15,000.00
PO26-02267	City Of South San Francisco	Police Services	01-9011-0-1202-1000-5899-032-322	408.00
PO26-02206	Clay Planet	Art Grant - Art Supplies	01-6770-0-1201-1000-4320-012-186	789.27
PO26-02270	Clay Planet	Ceramics Equipment - Potter's Wheel	01-6770-0-1201-1000-4420-032-186	16,353.43
PO26-02016	Crystal Communications	Radios for Custodians	01-0000-0-0000-8200-4320-032-759	5,219.11
PO26-02016	Crystal Communications	Radios for Custodians	01-0000-0-0000-8200-5600-032-759	638.00
BPO26-00308	CS Demand LLC FASTSIGNS Redwoo	Open P.O. for Signage	01-8150-0-0000-8110-4320-090-741	5,000.00
PO26-02280	Custom Ink Attn: Accts Receiva	HS Science NSTA	01-9044-0-1110-1000-4320-090-064	267.22
PO26-02048	Decker Equipment dba School fi	Barriers	01-0000-0-0000-8200-4320-033-759	505.33
PO26-02126	Decker Equipment dba School fi	Scrape Mats	01-0805-0-1110-1000-4320-031-180	2,455.93
PO26-02302	Dell Marketing LP C/ODell USA	Student Chromebook Refresh	01-0000-0-0000-2424-4320-090-735	71,851.27
PO26-02024	Dell Marketing LP C/ODell USA	Desktop for Custodial Office	01-0000-0-0000-8200-4420-032-759	886.51
PO26-02212	Dell Marketing LP C/ODell USA	Dell Pro Slim Plus	01-0000-0-1110-1000-4420-090-762	1,998.90
PO26-02287	Department of Housing & Commun	Commercial Modular Registration Renewal Fees	01-8150-0-0000-8110-5899-090-741	12,150.00
PO26-02299	E.L. ACHIEVE INC.	Math Supplemental - Secondary	01-9010-0-1110-1000-4320-090-057	318.64
PO26-02045	Eric Rubenstein TabWrite LLC	History School License	01-9219-0-1214-1000-5813-032-356	625.00
PO26-02017	EVAN CAMPODONICO DH Distributi	Tennis Net Posts & Parts	01-8150-0-0000-8110-4320-090-741	3,313.83
PO26-02119	Flinn Scientific Inc.	Science Labs 6th Grade	01-3010-0-1110-1000-4320-022-301	2,009.20

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P.O.	Vendor	Description	Account	Amount
PO26-02233	Follett Content Solutions	Books Follett	01-0000-0-1110-1000-4200-012-070	193.71
PO26-02263	Follett Content Solutions	Library Books	01-0000-0-1110-2421-4200-006-451	296.45
PO26-02114	Follett Content Solutions	Library Books	01-0000-0-1110-2421-4200-008-451	336.03
PO26-02233	Follett Content Solutions	Books Follett	01-0000-0-1110-2421-4200-012-451	440.91
PO26-02117	Follett Content Solutions	Books	01-0805-0-1110-1000-4200-021-180	642.36
PO26-02214	Follett Content Solutions	EL Books	01-0805-0-4760-1000-4200-021-123	513.01
PO26-02213	Follett Content Solutions	EL Books	01-0805-0-4760-1000-4200-021-123	732.29
PO26-02168	Follett Content Solutions	Replacing Books for ELA	01-8150-0-0000-8400-4320-090-741	629.88
PO26-02079	Freestyle Photographic Supplie	CTE Photo Supplies	01-7339-0-3800-1000-4320-033-332	831.23
PO26-02063	Generation Genius Inc	School Online Subscription	01-9010-0-1110-1000-5813-002-356	465.00
PO26-02023	Hatching Results Inc.	2026 NSCL Conference	01-0000-0-0000-3900-5210-090-501	899.00
PO26-02274	Hofmann & Leavy Inc. Tassel De	CTE Grad Tassel Charms	01-6388-0-3800-1000-4320-090-318	4,387.25
PO26-02051	Hope Marie David	Color Guard Coaching	01-6770-0-1227-1000-5899-033-186	6,000.00
PO26-02177	Ideal Restoration Inc	Portable 49 Baden - Small Mold Issue & Cleanup	01-8150-0-0000-8110-5899-031-741	9,545.00
BPO26-00309	Industrial Plumbing Supply LLC	Open P.O. - Plumbing Supplies	01-8150-0-0000-8110-4320-090-741	2,500.00
PO26-02210	Interstate Grading & Paving	Parkway School Emergency Sewer Repair	01-8150-0-0000-8110-5899-022-741	41,428.00
PO26-02209	ISOBE, MEGUMI	Event Photographer	01-9010-0-0000-3900-5899-090-174	300.00
PO26-02236	J.w. Pepper & Son Inc	Portable Risers for Custodial Use	01-0000-0-0000-8200-4420-032-759	10,552.22
PO26-02158	Jameco Electronics	Helix Cup Challenge #0 - #3	01-9010-0-1110-1000-4320-090-055	822.96
PO26-02067	Kelly Spicers Stores	Copy Paper	01-0000-0-1110-1000-4320-008-070	1,722.29
PO26-02308	Kelly Spicers Stores	Paper	01-0000-0-1110-1000-4320-009-070	1,722.29
PO26-02308	Kelly Spicers Stores	Paper	01-0805-0-1110-1000-4320-009-180	356.44
PO26-02187	La Morena Restaurant Inc.	Facilities Helix Appreciation Lunch	01-9010-0-1110-1000-4322-090-057	1,435.70
PO26-02303	Lakeshore Learning Materials,	Art Materials SPED	01-6770-0-1201-1000-4320-008-186	386.10
PO26-02305	Lakeshore Learning Materials,	Art Supplies for TK, K	01-6770-0-1201-1000-4320-008-186	7,143.82
PO26-02152	Lakeshore Learning Materials,	1st Grade Materials	01-9010-0-1110-1000-4320-002-356	146.89
PO26-02057	Learning Without Tears	Cursive Writing Books	01-3010-0-1110-1000-4200-007-301	1,241.68
PO26-02123	Luis Carranza LC Photography	Graduation Photo Booth	01-0000-0-1110-1000-5899-031-070	1,097.65
PO26-02269	MACS BY ICKY	Faculty Meeting Cookies	01-0000-0-1110-1000-4322-033-070	387.63
PO26-02026	Marine Science Institute	Grade Level Presentation	01-9010-0-1110-1000-5899-002-356	892.00
PO26-02190	Mary Beth Pala	PSA Mary Pala- Induction Teacher Mentor 25-26	01-0000-0-1110-1000-5801-090-340	8,600.00
PO26-01752	Microbial Genome Sequencing Ce	Biotech Sequencing Service	01-9010-0-1110-1000-5899-090-360	1,140.00
PO26-02273	Morrissey-Compton Educational	IEE - Morrissey-Compton Educational Center	01-6500-0-5760-3150-5899-090-220	9,800.00
PO26-02081	Music & Arts CA Dept 5295	CTE Performing Arts Supplies	01-6387-0-3800-1000-4320-033-394	662.11
PO26-02050	Music & Arts CA Dept 5295	Percussion Supplies	01-6770-0-1227-1000-4320-033-186	4,541.20
PO26-02160	Music & Arts CA Dept 5295	VAPA Supplies	01-6770-0-1227-1000-4320-033-186	9,084.75
PO26-02164	Napa Valley Unified Education	Wellness Conference 2026	01-7399-0-1110-1000-5210-031-311	1,250.00
PO26-02207	NCBOA	Athletics - Boys and Girls Basketball Officials	01-0000-0-1202-1000-5814-033-070	20,894.00
PO26-02157	Nicola Martin NVM Consulting L	Strategic Advising for T&L	01-0000-0-0000-2424-5801-090-762	24,500.00
PO26-02184	ODP Business Solutions LLC	Office Supplies	01-0000-0-0000-7150-4320-090-714	426.99
PO26-02281	ODP Business Solutions LLC	Office Supplies for Payroll	01-0000-0-0000-7340-4320-090-717	277.28
PO26-02132	ODP Business Solutions LLC	HR Supplies for Recruitment	01-0000-0-0000-7400-4320-090-715	69.79

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P.O.	Vendor	Description	Account	Amount
PO26-02082	ODP Business Solutions LLC	HR Supplies for Recruitment	01-0000-0-0000-7400-4320-090-715	173.67
PO26-02306	ODP Business Solutions LLC	HR Supplies	01-0000-0-0000-7400-4320-090-715	287.60
PO26-02042	ODP Business Solutions LLC	Support Supplies	01-0000-0-0000-8200-4320-007-070	368.15
PO26-02070	ODP Business Solutions LLC	Desk for Teacher	01-0000-0-1110-1000-4320-007-070	496.80
PO26-02229	ODP Business Solutions LLC	Office / Class Supplies	01-0000-0-1110-1000-4320-012-070	388.81
PO26-02121	ODP Business Solutions LLC	Science Supplies	01-0000-0-1110-1000-4320-033-070	533.44
PO26-02044	ODP Business Solutions LLC	Toner Markers Pencils	01-0805-0-1110-1000-4320-025-180	2,307.36
PO26-02183	ODP Business Solutions LLC	Supplemental Instructional Materials	01-3010-0-1110-1000-4320-007-301	873.51
PO26-02042	ODP Business Solutions LLC	Support Supplies	01-3010-0-1110-2495-4320-007-301	967.69
PO26-02204	ODP Business Solutions LLC	Art Grant Supplies	01-6770-0-1201-1000-4320-012-186	1,507.31
PO26-02204	ODP Business Solutions LLC	Art Grant Supplies	01-6770-0-1201-1000-4420-012-186	934.04
PO26-02043	ODP Business Solutions LLC	Classroom Materials	01-9010-0-1110-1000-4320-002-356	776.76
PO26-02203	ODP Business Solutions LLC	School Supplies	01-9010-0-1110-1000-4320-010-356	3,288.22
PO26-02118	Owayo Inc	Volleyball Uniforms	01-9245-0-1202-1000-4320-032-322	1,747.23
PO26-02159	Pageantry Innovations LLC	VAPA Supplies	01-6770-0-1227-1000-4420-033-186	3,150.15
PO26-02085	Phoenix Holiday Dba Phoenix Tr	CTE Tech Museum Field Trip Transportation	01-6388-0-3800-1000-5821-090-318	8,122.20
PO26-02021	Phoenix Transportation	Philippine Consulate/Sentro/Cal Acad Transport	01-0000-0-1110-1000-5821-033-070	1,317.75
PO26-02080	Phoenix Transportation	CTE Tech Museum Field Trip Transportation	01-6387-0-3800-1000-5821-033-394	2,829.08
PO26-02234	Plushy Feely Corp Kimochis	Kimochis Tool Kits	01-0000-0-0000-2100-4320-090-762	4,338.82
PO26-02054	Positive Promotions	Recognition Awards	01-0000-0-1110-1000-4320-008-070	1,113.99
PO26-02125	PRO-ED Inc.	Special Education Supplies	01-0000-0-1110-1000-4320-033-070	287.70
PO26-02153	Progress Glass Company Inc	Glass Replacement - Los Cerritos Room 2	01-8150-0-0000-8110-5899-007-741	240.00
PO26-02215	Project Lead The Way Inc.	PLTW Participation Fee WMS 2026-2027	01-0000-0- - -9330- -	950.00
PO26-02216	Project Lead The Way Inc.	PLTW Participation Fee ALMS 2026-2027	01-0000-0- - -9330- -	950.00
PO26-02217	Project Lead The Way Inc.	PLTW Participation Fee PHMS 2026-2027	01-0000-0- - -9330- -	950.00
PO26-02053	Protech	Baden Adult Ed Mold Inspection and Air Sampling	01-8150-0-0000-8110-5899-031-741	2,040.00
PO26-02286	Raposo Engineering Inc	Asphalt Repair at Monte Verde	01-8150-0-0000-8110-5899-009-741	7,450.00
PO26-02248	Rebecca MurrayMeltze Psycholog	IEE - SF Mind Matters	01-6500-0-5760-1190-5899-090-245	8,100.00
PO26-02019	REBEKAH MARIE WILL REBEKAH WIL	Audiology Services	01-0000-0-1110-3150-5899-090-501	7,700.00
PO26-02186	Reed Charitable Foundation Inc	Teacher Training Course	01-0805-0-1110-1000-5802-010-180	425.00
PO26-02182	Regents of the University of C	Admission for Field Trip	01-3010-0-1110-1000-5815-007-301	480.00
PO26-02155	Rene Colato Lainez	Reading with Author Assembly	01-3010-0-1110-1000-5899-007-301	500.00
VFS26-00019	Resource Solutions Of Sf Group	Warehouse Restock - Liners #008529	01-0000-0-0000-0000-9320-000-	1,712.73
VFS26-00020	Resource Solutions Of Sf Group	Warehouse Restock - Liners #008529	01-0000-0-0000-0000-9320-000-	2,283.64
VFS26-00022	Resource Solutions Of Sf Group	Warehouse Restock - Liners #008529	01-0000-0-0000-0000-9320-000-	2,283.64
VFS26-00021	Resource Solutions Of Sf Group	Warehouse Restock - Gloves	01-0000-0-0000-0000-9320-000-	3,472.05
PO26-02311	Resource Solutions Of Sf Group	Custodial Supplies	01-0000-0-0000-8200-4320-022-759	483.23
PO26-02068	Resource Solutions Of Sf Group	Custodial Supplies & Equipment	01-0000-0-0000-8200-4320-032-759	5,951.51
PO26-02068	Resource Solutions Of Sf Group	Custodial Supplies & Equipment	01-0000-0-0000-8200-4420-032-759	933.94
PO26-02268	Resource Solutions Of Sf Group	Custodial Equipment	01-0000-0-0000-8200-4420-032-759	4,367.62
PO26-02068	Resource Solutions Of Sf Group	Custodial Supplies & Equipment	01-0000-0-0000-8200-6410-032-759	5,367.62
PO26-02014	Revival Tree Service Inc Jose	Tree Removal ECHS	01-8150-0-0000-8110-5899-032-741	3,000.00

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P.O.	Vendor	Description	Account	Amount
PO26-02046	RJP Enterprises	Kiln Repair in Ceramics Class	01-0000-0-1207-1000-5600-032-070	549.26
PO26-02314	Rocket Alumni Solutions	Wall of Fame Subscription	01-3010-0-1110-1000-5813-033-301	20,000.00
PO26-02084	Rosina Keren	Clinical Supervision	01-9305-0-1110-3110-5802-090-505	10,000.00
PO26-02077	S&R Sport	Swim Wear	01-9242-0-1202-1000-4320-032-322	1,472.99
PO26-02266	Samanta Beltran	Website Consultant	01-0000-0-0000-2424-5803-090-735	12,480.00
PO26-02086	San Francisco Giants Enterpris	Career Day Tickets	01-7399-0-1110-1000-5899-031-311	920.00
PO26-02232	San Mateo Union High District	Field Trip/Outdoor Ed. Buses	01-0000-0-1110-1000-5821-013-070	2,714.80
PO26-02232	San Mateo Union High District	Field Trip/Outdoor Ed. Buses	01-0000-0-1110-1000-5821-090-764	3,000.00
PO26-02055	San Mateo Union High District	Buses for Field Trips	01-3010-0-1110-1000-5821-007-301	2,479.22
PO26-02252	San Mateo Union High District	Field Trip Transportation - Kinder, BADM	01-3010-0-1110-1000-5821-008-301	1,500.00
PO26-02056	Scholastic Inc	Classroom Reference Supplies - Magazines	01-0000-0- - -9330- -	589.09
PO26-02150	Scholastic Inc	1st Grade Books	01-9010-0-1110-1000-4200-002-356	299.41
PO26-02264	School Nurse Supply Inc	SpEd Supplies - Disposable Underpads	01-0000-0-0000-3140-4330-090-507	131.85
PO26-02300	School Specialty LLC	Art Materials	01-6770-0-1201-1000-4320-008-186	1,035.20
PO26-02058	School Specialty LLC	School Supplies	01-9010-0-1110-1000-4320-010-356	1,230.25
BPO26-00080	School Specialty LLC Nasco Edu	Open PO - Art Supplies	01-0000-0-1110-1000-4320-033-070	5,000.00
PO26-02131	Sehi Computer Products Inc	Toner	01-0000-0-0000-7340-4320-090-717	1,454.67
PO26-02272	Sensational Kidz Pediatric Occ	IEE - Sensational Kidz	01-6500-0-5760-1190-5899-090-245	2,500.00
PO26-02025	Service Press Inc.	Envelopes & Business Cards	01-0000-0-0000-3900-5810-090-501	439.31
PO26-02115	Service Press Inc.	HR Business Cards	01-0000-0-0000-7400-5810-090-715	70.43
PO26-02061	Signal Solutions Corporation	Hillside -Camera Cabling Work	01-0000-0-0000-2424-5899-090-735	9,025.00
PO26-02313	Silicon Valley Ed Foundation	SVEF Elevate Math Summer Program	01-6762-0-1110-1000-5899-002-600	155,600.00
PO26-02189	Smart Sign	N- Tags for Technology	01-0000-0-0000-7300-5810-090-717	697.04
PO26-02178	SMCOE	Conf Shaping the Future of Math	01-0801-0-1110-1000-5210-090-177	2,800.00
PO26-02127	Spark Innovation LLC Diane Swe	Essential Guide for Student-Centered Coaching	01-0000-0-1110-1000-5802-090-762	395.00
PO26-02271	SPEECH PATHOLOGY GROUP INC,	NPA - SPG Therapy: Speech & Language Pathologist	01-6500-0-5760-3150-5899-090-220	55,000.00
PO26-02064	The Great Books Foundation	Classroom Material - JGB Inspire Series 4	01-0805-0-1110-1000-4200-013-180	230.77
PO26-02162	The Library Store Inc	Art Tables/Chairs for Visual Arts	01-6770-0-1201-1000-4320-033-186	10,388.19
PO26-02162	The Library Store Inc	Art Tables/Chairs for Visual Arts	01-6770-0-1201-1000-4420-033-186	9,850.87
PO26-02180	The Mcgraw-hill Companies	ELA 6-8 1 year 2026-2027	01-0000-0- - -9330- -	69,278.40
PO26-02179	The Mcgraw-hill Companies	ELA 9-12 1 year 2026-2027	01-0000-0- - -9330- -	96,206.85
PO26-02181	The Mcgraw-hill Companies	ELA K-5 2026-2027	01-0000-0- - -9330- -	196,348.80
PO26-02315	The Mcgraw-hill Companies	MS Social Studies Digital Subscrip.26-29 YR 1 of 3	01-6300-0-1110-1000-4100-090-307	50,473.50
PO26-02316	The Mcgraw-hill Companies	HS Social Studies Digital Subscrip.26-29 YR 1 of 3	01-6300-0-1110-1000-4100-090-307	69,744.00
PO26-02279	Theatrical Rights Worldwide	Performance Materials - License	01-6770-0-1215-1000-5899-032-186	2,735.00
PO26-02284	TNTP Inc	Coaching Support - ALMS	01-0000-0-1110-1000-5899-090-762	24,023.00
PO26-02047	United Coach Tours	Transportation for College & Career	01-0000-0-1231-1000-5821-032-070	1,040.00
PO26-02130	United Coach Tours	Charter Bus 4/7 & 4/8/2026 Heal Project Field Trip	01-9010-0-1110-1000-5821-090-057	5,120.00
PO26-02124	United Coach Tours	HS Student Field Trip Transportation	01-9010-0-1110-1000-5821-090-360	3,838.00
PO26-02218	University Of California, Berk	Bay Area Writing Project PD	01-3182-0-1110-1000-5802-031-387	49,770.00
PO26-02309	Vernier Science Education	HS Physics	01-9044-0-1110-1000-4320-090-064	24,547.17
PO26-02065	Victoria Leah David-Rulloda	Color Guard Coaching	01-6770-0-1227-1000-5899-033-186	6,000.00

PURCHASE ORDER LISTING - March 1, 2026 to March 31, 2026

P.O.	Vendor	Description	Account	Amount
PO26-02128	VRS Catering Connection	Community Building Lunch	01-0805-0-1110-1000-4322-031-180	796.59
PO26-02062	Wipebook Corp.	Classroom Material - Wipebook Flipchart	01-0805-0-1110-1000-4320-013-180	752.63
PO26-01260	Worthington Direct	Lateral File Cabinet	01-3182-0-1110-1000-4320-031-387	1,323.12
PO26-02254	Young Audiences Of Northern Ca	Young Audiences Summer Programs	01-6762-0-1110-1000-5899-021-600	345,000.00
	TOTAL FUND 01			**1,925,977.05**
PO26-02136	Amazon Capital Services	WASC Visit Non-Perishables Snacks	11-0000-0-4110-1000-4322-041-480	226.88
PO26-02145	Amazon Capital Services	Office Supplies	11-6391-0-4110-2490-4320-041-481	71.41
PO26-02145	Amazon Capital Services	Office Supplies	11-6391-0-4110-2700-4320-041-480	49.09
PO26-02283	Comprehensive Adult Student As	CASAS Conference Registration	11-6391-0-4110-2490-5210-041-481	875.00
PO26-02283	Comprehensive Adult Student As	CASAS Conference Registration	11-6391-0-4110-2700-5210-041-481	2,625.00
	TOTAL FUND 11			**3,847.38**
PO26-02011	Amazon Capital Services	Parent Advisory Committee Meetings	12-6105-0-8535-1000-4320-045-835	339.07
PO26-02226	Amazon Capital Services	Classroom/Site Supplies	12-6105-0-8535-1000-4320-045-835	353.18
PO26-02006	Amazon Capital Services	Classroom Supplies	12-9010-0-8530-1000-4320-002-832	137.08
PO26-02169	Amazon Capital Services	Parking Lot Transmitter	12-9010-0-8533-1000-4320-045-833	203.27
PO26-02011	Amazon Capital Services	Parent Advisory Committee Meetings	12-9010-0-8533-1000-4320-045-833	339.08
PO26-02226	Amazon Capital Services	Classroom/Site Supplies	12-9010-0-8533-1000-4320-045-833	353.17
PO26-02219	Amazon Capital Services	Folding Chairs	12-9010-0-8533-1000-4320-045-833	641.63
PO26-02225	Amazon Capital Services	Parent Refreshments	12-9010-0-8533-1000-4322-045-833	71.00
PO26-02083	Carlos G. Lopez	CLASS Consulting/Assessment	12-6105-0-8535-1000-5801-045-835	3,750.00
PO26-02083	Carlos G. Lopez	CLASS Consulting/Assessment	12-9010-0-8533-1000-5801-045-833	3,750.00
PO26-02230	Charter Up LLC	Preschool Field Trip Transportation	12-6105-0-8535-1000-5821-045-835	1,488.16
PO26-02013	Charter Up LLC	Martin Preschool Spring Field Trip Transportation	12-9010-0-8533-1000-5821-045-833	1,233.71
PO26-02012	Charter Up LLC	Hillside & Southwood Spring Field Trip Transport	12-9010-0-8533-1000-5821-045-833	1,250.70
PO26-02231	Charter Up LLC	Preschool Field Trip Transportation	12-9010-0-8533-1000-5821-045-833	1,488.16
PO26-02069	Global Industrial	Trash Can	12-6105-0-8510-1000-4420-045-830	416.78
PO26-02069	Global Industrial	Trash Can	12-9010-0-8533-1000-4420-045-833	416.80
PO26-02167	Kindersystems Inc	Annual Software License Fee	12-6105-0-8510-1000-5813-045-830	641.28
PO26-02167	Kindersystems Inc	Annual Software License Fee	12-6105-0-8535-1000-5813-045-835	641.29
PO26-02167	Kindersystems Inc	Annual Software License Fee	12-9010-0-8533-1000-5813-045-861	641.29
PO26-02066	ODP Business Solutions LLC	Site Supplies	12-6105-0-8510-1000-4320-045-830	791.07
PO26-02066	ODP Business Solutions LLC	Site Supplies	12-6105-0-8535-1000-4320-045-835	791.07
PO26-02020	ODP Business Solutions LLC	Folding Tables	12-9010-0-8533-1000-4320-045-833	642.95
PO26-02066	ODP Business Solutions LLC	Site Supplies	12-9010-0-8533-1000-4320-045-833	791.07
PO26-02228	ODP Business Solutions LLC	Classroom Supplies	12-9010-0-8533-1000-4320-045-861	1,352.57
PO26-02071	Safety Training Seminars Inc	CPR Training	12-6105-0-8510-1000-5802-045-830	496.66
PO26-02071	Safety Training Seminars Inc	CPR Training	12-6105-0-8510-1000-5802-045-835	496.67
PO26-02071	Safety Training Seminars Inc	CPR Training	12-9010-0-8533-1000-5802-045-833	496.67
PO26-02059	Service Press Inc.	Mailing Supplies	12-9010-0-8530-1000-5810-045-832	165.86
	TOTAL FUND 12			**24,180.24**

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P.O.	Vendor	Description	Account	Amount
PO26-02301	Grainger	Stretch Wrap for Trucks	13-5310-0-0000-3700-4320-090-820	829.34
PO26-02122	TEC of California Inc. A TEC E	Transmission Brake Labor for WH Truck	13-5310-0-0000-3700-4320-090-820	2,114.62
PO26-02122	TEC of California Inc. A TEC E	Transmission Brake Labor for WH Truck	13-5310-0-0000-3700-5600-090-820	2,598.62
	TOTAL FUND 13			**5,542.58**
PO26-02087	MECA Consulting Inc Millennium	Hazardous Material Consulting at SGES	21-9010-0-0000-8500-6273-014-743	108,237.00
PO26-02165	Rodan Builders Inc.	Lease-Leaseback Agreement for SGES Modernization	21-9010-0-0000-8500-6270-014-743	64,020.00
	TOTAL FUND 21			**172,257.00**
PO26-02247	Pionic Unit Construction Inc.	Installation of New TK Classrooms Bldgs, MV & JS	25-0000-0-0000-8500-6270-006-921	743,000.00
PO26-02247	Pionic Unit Construction Inc.	Installation of New TK Classrooms Bldgs, MV & JS	25-0000-0-0000-8500-6270-009-921	743,000.00
	TOTAL FUND 25			**1,486,000.00**
PO26-02235	BKF Engineers	SSFHS Land Surveying Services	40-9010-0-0000-8500-6140-033-960	7,696.00
PO26-02022	Casey Construction Inc.	Catch Basin	40-9010-0-0000-8500-6270-021-931	13,500.00
PO26-02205	Meteor Education LLC	Student Furniture	40-9010-0-0000-8110-4320-033-741	113,831.55
PO26-02282	PCD	D.O. Board Room Audio/Video System	40-9010-0-0000-8500-6410-090-919	31,061.85
PO26-02166	Treat Structural Engineering I	Structural Inspection - El Camino HS Close Out	40-9010-0-0000-8110-5899-090-902	3,600.00
	TOTAL FUND 40			**169,689.40**
	TOTAL # OF PURCHASE ORDERS:	**331**	**TOTAL P.O. AMOUNT**	**3,787,493.65**
PURCHASE ORDERS BY FUND:				
1	GENERAL FUND	$ 1,925,977.05		
11	ADULT EDUCATION FUND	$ 3,847.38		
12	CHILD DEVELOPMENT FUND	$ 24,180.24		
13	FOOD SERVICE	$ 5,542.58		
14	DEFERRED MAINTENANCE			
21	BOND	$ 172,257.00		
25	CAPITAL FACILITIES	$ 1,486,000.00		
35	MODERNIZATION FUND			
40	SPECIAL RESERVE	$ 169,689.40		
73	FOUNDATION TRUST FUND			
	TOTAL PUCHASE ORDERS	**$ 3,787,493.65**		
CHANGE ORDERS:				
BPO26-00256	A Black Tie Affair Inc.	Open PO - Black Tie Affair	01-0000-0-0000-2110-4322-090-762	4,430.12
PO26-00661	Amazon Capital Services	English Dept Books	01-0805-0-1110-1000-4200-033-180	475.32
PO26-01920	Amazon Capital Services	Books for Room 2	01-3182-0-1110-1000-4200-031-387	4.94
PO26-00334	AT&T	CALNET 3 - Charges Only	01-0000-0-0000-7200-5910-090-760	64,200.00
PO26-00334	AT&T	CALNET 3 - Charges Only	01-6500-0-5760-2700-5910-090-245	840.84
BPO26-00048	Bronstein Music	Instrument Supplies & Repairs	01-0000-0-1227-1000-4320-033-070	143.86
BPO26-00258	Bronstein Music	Music Repairs	01-0000-0-1227-1000-5600-021-322	420.00
BPO26-00048	Bronstein Music	Instrument Supplies & Repairs	01-0000-0-1227-1000-5600-033-070	60.00
PO26-01627	Collaborative Education Advisors Fregosa Ventures	Collaborative Ed Agreement CTE	01-6387-0-3800-1000-5801-090-394	2,500.00
PO26-00025	Follett Content Solutions LLC	Library Books	01-0000-0-1110-2421-4200-032-451	845.81
BPO26-00199	Robert Half	HR Temporary Staffing	01-0000-0-0000-7400-5899-090-715	30,000.00
PO26-01381	Rogers Stringer & McClelland, Inc	ECHS-Heater Replacement	01-8150-0-0000-8110-5899-032-741	29,500.00

PURCHASE ORDER LISTING - March 1, 2026 to March 31, 2026

P.O.	Vendor	Description	Account	Amount
BPO26-00274	Royal Pin Donuts Inc	Open PO - Food for Meetings	01-9010-0-1110-1000-4322-090-174	1,000.00
PO26-00812	Scoot Education Inc.	Support Staffing Services	01-0000-0-0000-7400-5899-090-720	1,375,693.03
BPO26-00031	Silicon Valley Sports Officials Association	Officials' Fees	01-9010-0-1202-1000-5899-032-322	1,064.00
PO26-01370	SSFUSD - DEDAP	ELOP	01-2600-0-0000-8200-5899-090-358	575.00
BPO26-00289	Sunbelt Staffing66000	Substitute Staffing	01-0000-0-0000-7400-5899-090-715	15,000.00
BPO26-00027	United Coach Tours	Transportation	01-9010-0-1202-1000-5821-032-322	3,350.00
PO26-00887	Welldom Inc	NPA - Welldom	01-6500-0-5760-1110-5899-090-201	121,438.63
PO26-00887	Welldom Inc	NPA - Welldom	01-6500-0-5760-1190-5899-090-245	56,530.00
PO26-00228	Xerox Financial Services	Xerox Copier Lease - C405 / C60	01-0000-0-0000-7350-5600-090-717	75.00
PO26-00228	Xerox Financial Services	Xerox Copier Lease - C405 / C60	01-0000-0-0000-7550-5600-090-718	950.00
PO26-00334	AT&T	CALNET 3 - Charges Only	13-5310-0-0000-3700-5910-090-820	15.00
BPO26-00066	Gold Star Foods	Food Products	13-5310-0-0000-3700-4700-090-820	88,337.47
BPO26-00051	MOONCHEF LLC	Vended Meals during Kitchen Renovation '25-'26	13-5310-0-0000-3700-5801-090-820	636,194.00
PO26-00459	Cody Anderson Wasney Architects Inc	Assessment Svs for SSFHS Modernization Project	21-9010-0-0000-8500-6210-033-743	6,035,032.00
PO26-00463	FIVE STAR BANK	Escrow ACCT for McGuire and Hester	21-9010-0-0000-8500-6270-025-960	6,506.30
PO26-00641	MCGUIRE AND HESTER	Field & Pavement Improvements Project at WMS	21-9010-0-0000-8500-6270-025-960	123,619.70
PO26-01022	Gelfand Partners Architects	Architectural & Engineering Services	25-0000-0-0000-8500-6210-006-921	23,200.00
PO26-01026	SIM ARCHITECTS INC	Architectural & Engineering Services - MV TK	25-0000-0-0000-8500-6210-009-921	8,850.00
PO26-00649	CWS CONSTRUCTION GROUP INC	Spruce ES Security Gates	40-9010-0-0000-8500-6170-013-964	12,423.00
PO26-00650	Hibser Yamauchi Architects Inc	Skyline ES HVAC Replacement Project	40-9010-0-0000-8500-6170-012-945	6,500.00
PO26-01814	OPENING TECHNOLOGIES INC.	Aiphone Intercom for JSES	40-9010-0-0000-8500-6410-006-919	1,251.30
PO26-00648	Zone 4 Construction Inc.	Parkway Heights Bldg D Alterations	40-9010-0-0000-8500-6270-022-946	16,644.00-
PO26-00647	Zone 4 Construction Inc.	District Office Accessibility Improvements	40-9010-0-0000-8500-6270-090-940	966.90
	TOTAL CHANGE ORDERS			**8,635,348.22**

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

DATE: April 23, 2026

RE: Warrant Register – March 1 to March 31, 2026

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The attached report lists all the Warrants issued by the District from March 1 to March 31, 2026. For the period listed above, the Warrants total $8,435,742.95 across all funds.

FISCAL IMPLICATIONS:

These Warrants represent the amount paid out of District accounts for the period of March 1 to March 31, 2026. Staff has obtained all required authorizations prior to issuing any Warrant.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the attached Warrant Listing.

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
A BLACK TIE AFFAIR INC.	03/05/2026	754816	01-6387-0-3800-1000-4322-090-394	CTE Open PO - Food for Meetings	695.65
A BLACK TIE AFFAIR INC.	03/10/2026	755821	01-6387-0-3800-1000-4322-090-394	CTE Open PO - Food for Meetings	8.55
A BLACK TIE AFFAIR INC.	03/16/2026	757082	01-0000-0-0000-2110-4322-090-762	Open PO - Black Tie Affair	1,159.23
A BLACK TIE AFFAIR INC.	03/24/2026	759040	01-0000-0-0000-2110-4322-090-762	Open PO - Black Tie Affair	2,550.23
A BLACK TIE AFFAIR INC. Total					4,413.66
AAA Restaurant Fire Control LLC	03/17/2026	757411	01-0000-0-0000-8200-5899-090-760	Open P.O. for Kitchen Exhaust Hood Cleaning	2,380.00
AAA Restaurant Fire Control LLC	03/19/2026	758145	01-0000-0-0000-8200-5899-090-760	Open P.O. - Fire Sprinkler Inspections	1,536.67
AAA Restaurant Fire Control LLC Total					3,916.67
ABAT, LORI	03/16/2026	757055	01-6500-0-5760-2490-5820-090-245	FEB26 (B) MILEAGE LYCETT PHMS	15.90
ABAT, LORI	03/16/2026	757055	01-6500-0-5760-2490-5820-090-245	FEB26 MILEAGE LYCETT PHMS	79.50
ABAT, LORI Total					95.40
Achieve Kids	03/12/2026	756404	01-6500-0-5760-1180-5820-090-230		5,499.00
Achieve Kids	03/12/2026	756404	01-6500-0-5760-1180-5870-090-230		6,313.02
Achieve Kids	03/12/2026	756404	01-6500-0-5760-1180-5880-090-230		22,748.70
Achieve Kids	03/12/2026	756404	01-6500-0-5760-1180-5899-090-230		403.26
Achieve Kids	03/30/2026	760951	01-6500-0-5760-1180-5820-090-230	NPS - Achieve Kids	987.00
Achieve Kids	03/30/2026	760951	01-6500-0-5760-1180-5870-090-230	NPS - Achieve Kids	1,047.92
Achieve Kids	03/30/2026	760951	01-6500-0-5760-1180-5880-090-230	NPS - Achieve Kids	2,793.70
Achieve Kids	03/30/2026	760951	01-6500-0-5760-1180-5899-090-230	NPS - Achieve Kids	72.38
Achieve Kids Total					39,864.98
ADROIT ADVANCED TECHNOLOGIES INC	03/10/2026	755822	01-0805-0-1110-3600-5820-090-122	Transportation - Homeless & Foster Youth	6,447.50
ADROIT ADVANCED TECHNOLOGIES INC	03/30/2026	760932	01-0000-0-5760-3600-5820-090-781	NPA - Adroit	27,158.20
ADROIT ADVANCED TECHNOLOGIES INC Total					33,605.70
Advanced Integrated Pest Mgmt	03/23/2026	758636	01-0000-0-0000-8200-5807-090-760	Open P.O. for Pest Control Service	2,502.00
Advanced Integrated Pest Mgmt Total					2,502.00
Air Tutors LLC	03/30/2026	760933	01-6762-0-1110-1000-5813-090-384	Air Tutors	18,700.00
Air Tutors LLC Total					18,700.00
Airgas USA LLC	03/16/2026	757083	01-8150-0-0000-8110-4320-090-741	Open P.O. - Oxygen, Acetylene	128.00
Airgas USA LLC Total					128.00
Akshaya Inc	03/30/2026	760940	01-0000-0-0000-2424-5899-090-735	Temp Agency/Consultant for Technology Srvcs	10,990.00
Akshaya Inc Total					10,990.00
Alameda Electrical Distribution Inc	03/23/2026	758637	01-8150-0-0000-8110-4320-090-741	Open P.O. - Electrical Supplies	218.72
Alameda Electrical Distribution Inc	03/30/2026	760941	01-8150-0-0000-8110-4320-090-741	Open P.O. - Electrical Supplies	81.41
Alameda Electrical Distribution Inc Total					300.13
Albertsons/safeway Inc.	03/02/2026	753851	01-0000-0-1219-1000-4320-032-070	Culinary Arts Supplies	10.84
Albertsons/safeway Inc. Total					10.84
Aleonar Diwata	03/16/2026	757056	01-6500-0-5760-2490-5820-090-245	JAN 26 MILEAGE WAKEFIELD SKYLINE	10.22
Aleonar Diwata Total					10.22
All City Management Services Inc	03/05/2026	754817	01-0000-0-0000-7300-5899-090-717	Crossing Guards Services	8,395.49
All City Management Services Inc	03/12/2026	756405	01-0000-0-0000-7300-5899-090-717	Crossing Guards Services	6,731.20
All City Management Services Inc Total					15,126.69
Allyson Marie Ward	03/30/2026	760896	01-6770-0-1227-1000-5899-033-186	Music Coaching	5,000.00
Allyson Marie Ward Total					5,000.00
Amazon Capital Services	03/02/2026	753866	01-0000-0-1110-1000-4320-021-070	Math Supplies	1,032.73
Amazon Capital Services	03/02/2026	753866	01-0000-0-1110-1000-4320-021-070	SS Department Supplies	1,045.82
Amazon Capital Services	03/02/2026	753866	01-0000-0-1110-1000-4320-021-322	Art Supplies	762.45
Amazon Capital Services	03/02/2026	753866	01-0000-0-1110-1000-4420-021-070		856.53
Amazon Capital Services	03/02/2026	753866	01-0000-0-1110-2421-4200-021-451	Books	162.62
Amazon Capital Services	03/02/2026	753866	01-0805-0-1110-1000-4320-021-180		878.50
Amazon Capital Services	03/02/2026	753866	01-0805-0-1110-1000-4320-021-180	Emergency Backpack Supplies	761.78
Amazon Capital Services	03/02/2026	753866	01-0805-0-1110-1000-4320-021-180	Lib Supplies	878.50
Amazon Capital Services	03/02/2026	753866	01-9010-0-1110-1000-4320-021-356	Library Supplies	550.73
Amazon Capital Services	03/02/2026	753866	01-9010-0-1110-1000-4320-021-356	Turkey Trot Supplies	273.78
Amazon Capital Services	03/02/2026	753866	01-9305-0-1110-1000-4320-021-391		992.84
Amazon Capital Services	03/02/2026	753866	01-9305-0-1110-1000-4420-021-391		626.64
Amazon Capital Services	03/02/2026	753867	01-0000-0-0000-2424-4320-090-735	Tripp Lite UPS Network Mgmt. Card	2,666.86
Amazon Capital Services	03/02/2026	753867	01-0000-0-0000-7300-4320-090-717	Office Supplies	124.88

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Amazon Capital Services	03/02/2026	753867	01-0000-0-0000-7350-4320-090-717		153.81-
Amazon Capital Services	03/02/2026	753867	01-0000-0-0000-8200-4320-022-759		196.65
Amazon Capital Services	03/02/2026	753867	01-0000-0-0000-8200-4320-032-759	Custodial Office Supplies	358.60
Amazon Capital Services	03/02/2026	753867	01-0000-0-1110-1000-4320-022-070		81.31
Amazon Capital Services	03/02/2026	753867	01-0000-0-1110-1000-4320-033-070	Career Center Supplies	80.69
Amazon Capital Services	03/02/2026	753867	01-0000-0-1110-2421-4200-002-451	Library Books	506.23
Amazon Capital Services	03/02/2026	753867	01-0805-0-4760-1000-4320-022-123		69.97
Amazon Capital Services	03/02/2026	753867	01-3010-0-1110-1000-4320-022-301		367.86
Amazon Capital Services	03/02/2026	753867	01-3010-0-1110-2495-4320-008-301	Student Computer Headphones	275.57
Amazon Capital Services	03/02/2026	753867	01-6383-0-3800-1000-4320-032-313	Video Arts Supplies	448.12
Amazon Capital Services	03/02/2026	753867	01-8150-0-0000-8110-4320-090-741	Facilities Supplies	61.52
Amazon Capital Services	03/02/2026	753867	01-9010-0-1110-1000-4200-002-356		216.23
Amazon Capital Services	03/02/2026	753867	01-9010-0-1110-1000-4320-002-356		324.58
Amazon Capital Services	03/02/2026	753867	01-9010-0-1110-1000-4320-002-356	Classroom Materials	113.20
Amazon Capital Services	03/02/2026	753867	01-9044-0-1110-1000-4320-090-062	Twig Science	57.20
Amazon Capital Services	03/05/2026	754795	01-0000-0-1110-2421-4200-021-451	Books	12.05
Amazon Capital Services	03/05/2026	754796	01-0000-0-0000-7300-4320-090-717	Office Supplies	12.97
Amazon Capital Services	03/09/2026	755418	01-0000-0-0000-2424-4320-090-735	Student Earbuds	77.76
Amazon Capital Services	03/09/2026	755418	01-0000-0-0000-2424-4320-090-735	Tech Supplies - Dongles, Gloves, etc.	229.93
Amazon Capital Services	03/09/2026	755418	01-0000-0-1110-1000-4320-032-070	Classroom & Library - Barcode Scanner	153.42
Amazon Capital Services	03/09/2026	755418	01-0000-0-1110-1000-4320-032-070	Classroom Supplies - Document Camera Stand	87.89
Amazon Capital Services	03/09/2026	755418	01-0000-0-1110-1000-4320-033-070	Site Supplies	183.01
Amazon Capital Services	03/09/2026	755418	01-0000-0-1215-1000-4320-033-070	VAPA Supplies	256.95
Amazon Capital Services	03/09/2026	755418	01-3010-0-1110-1000-4320-022-301	PBIS Rewards/Signs	314.09
Amazon Capital Services	03/09/2026	755418	01-6387-0-3800-1000-4320-033-394	CTE-Performing Arts Supplies	859.20
Amazon Capital Services	03/09/2026	755418	01-9010-0-1110-1000-4320-002-356	Classroom Materials	666.60
Amazon Capital Services	03/09/2026	755418	01-9010-0-1110-1000-4320-002-356	Kinder Class Materials	414.79
Amazon Capital Services	03/09/2026	755418	01-9010-0-1110-1000-4320-002-356	School Materials	205.28
Amazon Capital Services	03/09/2026	755418	01-9010-0-1110-1000-4320-010-356	Jog-a-Thon & Other School Supplies	46.13
Amazon Capital Services	03/09/2026	755429	01-0000-0-0000-2424-4320-090-735		1,960.16
Amazon Capital Services	03/09/2026	755429	01-0000-0-1110-1000-4320-021-070	SPED Supplies	328.26
Amazon Capital Services	03/09/2026	755429	01-0000-0-1110-1000-4320-022-070		484.33
Amazon Capital Services	03/09/2026	755429	01-0000-0-1110-1000-4320-033-070	Bookroom Supplies	82.80
Amazon Capital Services	03/09/2026	755429	01-0000-0-1110-1000-4320-033-070	Toner/Sharpies	27.26
Amazon Capital Services	03/09/2026	755429	01-0805-0-4760-1000-4320-022-123		57.65
Amazon Capital Services	03/09/2026	755429	01-3010-0-1110-1000-4320-022-301		57.65
Amazon Capital Services	03/09/2026	755429	01-6383-0-3800-1000-4320-032-313	Video Arts Supplies	530.67
Amazon Capital Services	03/09/2026	755429	01-6770-0-1110-1000-4320-021-186	Art Supplies - Jewelry Making	813.61
Amazon Capital Services	03/09/2026	755429	01-7399-0-1110-1000-4320-031-311	Homework Club Snacks (6.2D)	1,416.68
Amazon Capital Services	03/09/2026	755429	01-8150-0-0000-8110-4320-090-741	Facilities Supplies	7.68
Amazon Capital Services	03/09/2026	755429	01-9010-0-1110-1000-4320-008-366	Safety Patrol Supplies	103.26
Amazon Capital Services	03/09/2026	755429	01-9010-0-1110-1000-4320-010-356	Jog-a-Thon & Other School Supplies	52.10
Amazon Capital Services	03/16/2026	757101	01-0000-0-0000-2100-4200-090-762		29.89
Amazon Capital Services	03/16/2026	757101	01-0000-0-0000-2100-4320-090-762		1,851.40
Amazon Capital Services	03/16/2026	757101	01-0000-0-0000-2100-4320-090-762	T & L Plates/Snacks/LC Students Walkthrough	10.97
Amazon Capital Services	03/16/2026	757101	01-0000-0-0000-2110-4322-090-762		318.72
Amazon Capital Services	03/16/2026	757101	01-0000-0-0000-2110-4322-090-762	T & L Plates/Snacks/LC Students Walkthrough	83.88
Amazon Capital Services	03/16/2026	757101	01-0000-0-0000-2110-5810-090-762	T & L Plates/Snacks/LC Students Walkthrough	26.03
Amazon Capital Services	03/16/2026	757101	01-0000-0-1110-1000-4320-021-070	SPED Supplies	1,340.72
Amazon Capital Services	03/16/2026	757101	01-0000-0-1110-1000-4320-033-070	Supplies/Toner	340.02
Amazon Capital Services	03/16/2026	757101	01-0805-0-1110-1000-4200-021-180		87.90
Amazon Capital Services	03/16/2026	757101	01-0805-0-1110-1000-4320-021-180		686.62
Amazon Capital Services	03/16/2026	757101	01-0805-0-1110-1000-4320-021-180	Electives Supplies (Yoga, Drama)	354.93
Amazon Capital Services	03/16/2026	757101	01-3182-0-1110-1000-4200-031-387	Books Rm. 3	372.97
Amazon Capital Services	03/16/2026	757101	01-6053-0-1110-1000-4320-090-841	Martin UTK Supplies	38.45
Amazon Capital Services	03/16/2026	757101	01-9305-0-1110-1000-4320-031-391	Supplies for Wellness Center	24.69
Amazon Capital Services	03/16/2026	757102	01-0000-0-0000-2424-4320-090-735	MacBook Air Cases	329.25

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Amazon Capital Services	03/16/2026	757102	01-0000-0-0000-7490-4320-090-715	HR Supplies for Recruitment	207.61
Amazon Capital Services	03/16/2026	757102	01-0000-0-0000-8200-4320-032-759	Custodial Office Chair	230.72
Amazon Capital Services	03/16/2026	757102	01-0000-0-0000-8200-4320-032-759	Custodial Supplies	1,449.93
Amazon Capital Services	03/16/2026	757102	01-0000-0-0000-8200-4320-032-759	Custodial Supplies - Cordless Hedge Trimmer	259.91
Amazon Capital Services	03/16/2026	757102	01-0000-0-0000-8200-4320-032-759	Custodial Supplies - PPE	277.40
Amazon Capital Services	03/16/2026	757102	01-0000-0-1215-1000-4320-033-070	VAPA Supplies	53.34
Amazon Capital Services	03/16/2026	757102	01-3010-0-1110-1000-4320-014-301	Classroom Radios	214.25
Amazon Capital Services	03/16/2026	757102	01-3010-0-1110-1000-4320-022-301	PBIS Rewards/Signs	381.86
Amazon Capital Services	03/16/2026	757102	01-3182-0-1110-1000-4200-031-387	Books for Room 2	832.66
Amazon Capital Services	03/16/2026	757102	01-6387-0-3800-1000-4320-032-394	Biotech Supplies - Desktop Barcode Scanner	211.15
Amazon Capital Services	03/16/2026	757102	01-6387-0-3800-1000-4320-033-394	CTE-Performing Arts Supplies	2,691.92
Amazon Capital Services	03/16/2026	757102	01-8150-0-0000-8110-4320-090-741	Facilities Supplies	422.99
Amazon Capital Services	03/16/2026	757102	01-9010-0-1110-1000-4320-010-356	Jog-a-Thon & Other School Supplies	169.90
Amazon Capital Services	03/16/2026	757108	01-0000-0-1110-1000-4320-021-070	Classroom Supplies	390.16
Amazon Capital Services	03/16/2026	757108	01-0000-0-1110-1000-4320-032-070	Equipment for Health Office	232.37
Amazon Capital Services	03/16/2026	757108	01-0000-0-1110-1000-4320-032-070	Supplies for Offices	68.82
Amazon Capital Services	03/16/2026	757108	01-0000-0-1201-1000-4320-032-070	Supplies for Art	135.98
Amazon Capital Services	03/16/2026	757108	01-0000-0-1214-1000-4320-032-070	Classroom Supplies	856.04
Amazon Capital Services	03/16/2026	757108	01-0805-0-1110-1000-4320-021-180	Supplies for Electives (Fin Lit)	209.63
Amazon Capital Services	03/16/2026	757108	01-3010-0-1110-1000-4320-022-301	PBIS Rewards/Signs	56.44
Amazon Capital Services	03/16/2026	757108	01-6383-0-3800-1000-4320-032-312	CTE Health Vest Small	182.38
Amazon Capital Services	03/16/2026	757108	01-6387-0-3800-1000-4320-032-394	Ice Bucket & Induction Cooktop	329.57
Amazon Capital Services	03/16/2026	757108	01-6387-0-3800-1000-4320-032-394	Stainless Steel Work Table	274.68
Amazon Capital Services	03/16/2026	757108	01-6387-0-3800-1000-4320-090-394	PLTW Supplies	47.79
Amazon Capital Services	03/16/2026	757108	01-9010-0-1110-1000-4320-090-055	Helix Cup Expo-Cooler	204.58
Amazon Capital Services	03/16/2026	757108	01-9010-0-1110-1000-4320-090-055	Helix Cup Mouse Trap	96.56
Amazon Capital Services	03/16/2026	757108	01-9010-0-1110-1000-4320-090-055	Solar/Mouse Trap Helix	321.58
Amazon Capital Services	03/16/2026	757108	01-9010-0-1110-1000-4320-090-360	HS Gr 9 Biotech Unit Supplies	68.17
Amazon Capital Services	03/16/2026	757108	01-9044-0-1110-1000-4200-090-062	Twig - Gr 3 Book	188.68
Amazon Capital Services	03/16/2026	757108	01-9206-0-1110-1000-4320-032-356	Dance Supplies	336.32
Amazon Capital Services	03/16/2026	757108	01-9219-0-1237-1000-4320-032-356	Classroom Supplies	60.39
Amazon Capital Services	03/16/2026	757108	01-9219-0-1245-1000-4320-032-356	Dance Supplies	64.00
Amazon Capital Services	03/16/2026	757109	01-0000-0-0000-2100-4200-090-762		91.24
Amazon Capital Services	03/16/2026	757109	01-0000-0-0000-2100-4320-090-762		120.72
Amazon Capital Services	03/16/2026	757109	01-0000-0-0000-2110-4322-090-762		461.50
Amazon Capital Services	03/16/2026	757109	01-0000-0-1110-2421-4200-002-451	Books	296.63
Amazon Capital Services	03/16/2026	757109	01-0000-0-1110-2421-4200-002-451	Library Books	41.64
Amazon Capital Services	03/16/2026	757109	01-0000-0-1255-1000-4320-032-070	Classroom Supplies	55.06
Amazon Capital Services	03/16/2026	757109	01-6383-0-3800-1000-4320-032-313	Video Arts Supplies	5,454.72
Amazon Capital Services	03/16/2026	757109	01-6500-0-5760-1190-4320-090-245	SpEd Supplies	178.86
Amazon Capital Services	03/16/2026	757109	01-9010-0-1110-1000-4200-002-356		23.05
Amazon Capital Services	03/16/2026	757109	01-9010-0-1110-1000-4200-002-356	Books	40.61
Amazon Capital Services	03/16/2026	757109	01-9010-0-1110-1000-4200-002-356	Classroom Materials	204.35
Amazon Capital Services	03/16/2026	757109	01-9010-0-1110-1000-4320-002-356		270.21
Amazon Capital Services	03/16/2026	757109	01-9010-0-1110-1000-4320-002-356	Classroom Materials	386.18
Amazon Capital Services	03/16/2026	757109	01-9010-0-1110-1000-4320-002-356	Kinder Class Materials	16.43
Amazon Capital Services	03/16/2026	757109	01-9219-0-1236-1000-4320-032-356	Classroom Supplies	27.53
Amazon Capital Services	03/16/2026	757109	01-9244-0-1202-1000-4320-032-322	Track Supplies	121.67
Amazon Capital Services	03/17/2026	757397	01-3182-0-1110-1000-4200-031-387	Books Rm. 3	10.54
Amazon Capital Services	03/17/2026	757398	01-0000-0-0000-8200-4320-032-759	Custodial Supplies - Pain Relieving Patch	50.82
Amazon Capital Services	03/17/2026	757401	01-0000-0-1110-1000-4320-032-070	Supplies for Offices	13.16
Amazon Capital Services	03/17/2026	757401	01-0805-0-1110-1000-4320-021-180	Supplies for Electives (Fin Lit)	21.31
Amazon Capital Services	03/17/2026	757402	01-9010-0-1110-1000-4320-002-356	Kinder Materials	7.64
Amazon Capital Services	03/23/2026	758674	01-0000-0-0000-3140-4320-090-507	Supplies	161.72
Amazon Capital Services	03/23/2026	758674	01-6383-0-3800-1000-4320-032-313	Video Arts Supplies	2,887.79
Amazon Capital Services	03/23/2026	758674	01-6500-0-5760-1190-4320-090-245	Changing Table	504.32
Amazon Capital Services	03/23/2026	758674	01-6500-0-5760-1190-4320-090-245	Classroom Supplies	499.80

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Amazon Capital Services	03/23/2026	758674	01-6500-0-5760-1190-4320-090-245	Presentation Cart & Stand	383.00
Amazon Capital Services	03/23/2026	758674	01-9010-0-1110-1000-4320-090-055	Egg Drop Challenge Helix Cup	195.66
Amazon Capital Services	03/23/2026	758674	01-9010-0-1110-1000-4320-090-056	Frames	21.96
Amazon Capital Services	03/23/2026	758674	01-9010-0-5001-3900-4320-090-350	Supplies	190.37
Amazon Capital Services	03/23/2026	758674	01-9010-0-5760-1190-4320-090-350	Changing Table	666.93
Amazon Capital Services	03/23/2026	758674	01-9010-0-5760-1190-4320-090-350	Folding Gymnastics Mat	103.40
Amazon Capital Services	03/23/2026	758674	01-9010-0-5760-1190-4320-090-350	Supplies	49.93
Amazon Capital Services	03/23/2026	758674	01-9010-0-5760-1190-4320-090-350	Therapy Supplies	219.98
Amazon Capital Services	03/23/2026	758674	01-9044-0-1110-1000-4200-090-062	Science Teacher Resource TLT	283.04
Amazon Capital Services	03/23/2026	758674	01-9044-0-1110-1000-4320-090-062	Twig Gr 5 JS	62.60
Amazon Capital Services	03/23/2026	758674	01-9305-0-1110-1000-4320-031-391	Supplies for Wellness Center	58.21
Amazon Capital Services	03/23/2026	758675	01-6383-0-3800-1000-4320-032-313	Video Arts Supplies	579.92
Amazon Capital Services	03/23/2026	758676	01-0000-0-0000-2424-4320-090-735	Tech Supplies - Dongles, Gloves, etc.	52.22
Amazon Capital Services	03/23/2026	758676	01-0000-0-0000-8200-4320-032-759	Custodial Supplies	278.86
Amazon Capital Services	03/23/2026	758676	01-0000-0-0000-8200-4320-032-759	Custodial Supplies - Pain Relieving Patch	71.46
Amazon Capital Services	03/23/2026	758676	01-0000-0-1110-1000-4320-008-070	Classroom Supplies	119.05
Amazon Capital Services	03/23/2026	758676	01-0000-0-1228-1000-4320-033-070	Photography Supplies	1,026.58
Amazon Capital Services	03/23/2026	758676	01-0805-0-1110-1000-4320-021-180	Electives Supplies (Spanish)	30.20
Amazon Capital Services	03/23/2026	758676	01-3010-0-1110-1000-4320-008-301	Student Behavior Incentives	41.73
Amazon Capital Services	03/23/2026	758676	01-6383-0-3800-1000-4320-032-313	Video Arts Supplies	1,957.91
Amazon Capital Services	03/23/2026	758676	01-6387-0-3800-1000-4320-032-394	Photo Supplies - Memory Cards	43.90
Amazon Capital Services	03/23/2026	758676	01-6500-0-5760-1190-4200-090-245		47.36
Amazon Capital Services	03/23/2026	758676	01-6500-0-5760-1190-4320-090-245		503.34
Amazon Capital Services	03/23/2026	758676	01-9010-0-1110-1000-4320-002-356	1st Grade Supplies	483.35
Amazon Capital Services	03/23/2026	758676	01-9010-0-1110-1000-4320-002-356	Classroom Materials	21.43
Amazon Capital Services	03/23/2026	758676	01-9010-0-1110-1000-4320-002-356	Kinder Materials	557.89
Amazon Capital Services	03/23/2026	758676	01-9010-0-1110-1000-4320-002-356	School Materials	19.18
Amazon Capital Services	03/23/2026	758676	01-9010-0-1110-1000-4320-090-055	Solar/Mouse Trap Helix	117.00
Amazon Capital Services	03/23/2026	758676	01-9010-0-5760-1190-4320-090-350	Office Supplies	29.05
Amazon Capital Services	03/23/2026	758676	01-9305-0-1110-1000-4320-033-391	Tables/Chairs	4,252.14
Amazon Capital Services	03/23/2026	758685	01-0000-0-0000-2424-4320-090-735	Monitor Privacy Screens	75.80
Amazon Capital Services	03/23/2026	758685	01-0000-0-0000-2424-4320-090-735	Wireless HDMI Pro Extender Kit	302.49
Amazon Capital Services	03/23/2026	758685	01-0000-0-0000-8200-4320-032-759	Custodial Supplies	252.57
Amazon Capital Services	03/23/2026	758685	01-3010-0-1110-1000-4320-008-301	Student Headphones for SBAC Testing	79.08
Amazon Capital Services	03/23/2026	758685	01-3182-0-1110-1000-4200-031-387	Books	259.22
Amazon Capital Services	03/23/2026	758685	01-6388-0-3800-1000-4320-032-318	CTE-Expo Supplies	418.39
Amazon Capital Services	03/23/2026	758685	01-6388-0-3800-1000-4320-032-318	Supplies for CTE Expo	221.48
Amazon Capital Services	03/23/2026	758685	01-7399-0-1110-1000-4320-031-311	Resources for After School Clubs 6.2D	694.37
Amazon Capital Services	03/23/2026	758685	01-8150-0-0000-8110-4320-090-741	Facilities Supplies	445.26
Amazon Capital Services	03/25/2026	759339	01-0000-0-0000-2424-4320-090-735	Printer Cables	55.28
Amazon Capital Services	03/30/2026	760988	01-0000-0-1110-1000-4320-033-070	AP Enviornmental Science Supplies	809.37
Amazon Capital Services	03/30/2026	760988	01-0000-0-1110-1000-4320-033-070	Nameplate	14.29
Amazon Capital Services	03/30/2026	760988	01-0000-0-1110-1000-4320-033-070	Office/Science Supplies	260.21
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	Biology Supplies	51.19
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	Biotech Supplies	964.39
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	CTE Supplies	2,023.10
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	Folklorico Supplies	1,728.87
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	HSS Supplies	356.57
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	Music Supplies	491.79
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	Office Supplies	1,009.99
Amazon Capital Services	03/30/2026	760988	01-0805-0-1110-1000-4320-033-180	Site/PE Supplies	977.10
Amazon Capital Services	03/30/2026	760988	01-9010-0-5760-1190-4320-090-350	Foldable Step	62.61
Amazon Capital Services	03/30/2026	760989	01-0000-0-1110-1000-4320-033-070	Art Supplies	262.45
Amazon Capital Services	03/30/2026	760989	01-0000-0-1110-1000-4320-033-070	Complimentary Culinary Art Supplies	339.16
Amazon Capital Services	03/30/2026	760989	01-0000-0-1110-1000-4320-033-070	Culinary Arts Supplies	259.55
Amazon Capital Services	03/30/2026	760989	01-0000-0-1110-1000-4320-033-070	Folding Machine	977.89
Amazon Capital Services	03/30/2026	760989	01-0000-0-1110-1000-4320-033-070	White Board Replacement/Batteries	271.36

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Amazon Capital Services	03/30/2026	760989	01-0000-0-1110-1000-4320-033-759	Flag for Football Stadium	131.80
Amazon Capital Services	03/30/2026	760989	01-0805-0-1110-1000-4320-033-180	CPR Mask Health Office	18.61
Amazon Capital Services	03/30/2026	760989	01-0805-0-1110-1000-4320-033-180	Health Office Supplies	103.88
Amazon Capital Services	03/30/2026	760989	01-0805-0-1110-1000-4320-033-180	Social Studies Dept Supplies	1,271.87
Amazon Capital Services	03/30/2026	760989	01-0805-0-1110-1000-4320-033-180	Toners	462.90
Amazon Capital Services	03/30/2026	760989	01-0805-0-1110-1000-4320-033-180	Various Class Supplies	1,524.13
Amazon Capital Services	03/30/2026	760989	01-3550-0-3800-1000-4320-033-333	CTE-Computer Science	81.35
Amazon Capital Services	03/30/2026	760989	01-6383-0-3800-1000-4320-033-336	CTE-Culinary Arts Supplies	1,242.57
Amazon Capital Services	03/30/2026	760989	01-9305-0-1110-1000-4320-033-391	Wellness Center Couch	241.59
Amazon Capital Services	03/30/2026	760989	01-9305-0-1110-1000-4320-033-391	Wellness Center Supplies	823.42
Amazon Capital Services	03/30/2026	760990	01-0000-0-1110-1000-4200-033-070		229.86
Amazon Capital Services	03/30/2026	760990	01-0000-0-1110-1000-4200-033-070	AP Exam Prep Book	972.93
Amazon Capital Services	03/30/2026	760990	01-0000-0-1110-1000-4320-033-070		590.58
Amazon Capital Services	03/30/2026	760990	01-0000-0-1110-1000-4320-033-070	Chair/Sit-Stand for Counseling Office	281.27
Amazon Capital Services	03/30/2026	760990	01-0000-0-1110-1000-4320-033-070	Faculty Meeting/Office Supplies	489.93
Amazon Capital Services	03/30/2026	760990	01-0000-0-1215-1000-4320-033-070	VAPA Supplies	1,090.58
Amazon Capital Services	03/30/2026	760990	01-0000-0-1228-1000-4320-033-070	CTE-Photography	220.74
Amazon Capital Services	03/30/2026	760990	01-0000-0-1230-1000-4320-033-070	PE Supplies	523.47
Amazon Capital Services	03/30/2026	760990	01-0805-0-4760-1000-4320-033-123	ML/EL Department Supplies	1,720.58
Amazon Capital Services	03/30/2026	760990	01-3315-0-5730-1190-4320-090-205	Sensory Table	192.39
Amazon Capital Services	03/30/2026	760990	01-6500-0-5760-1190-4320-090-215	Ergonomic Handlebar	64.77
Amazon Capital Services	03/30/2026	760990	01-6500-0-5760-1190-4320-090-215	iPad Cases	182.22
Amazon Capital Services	03/30/2026	760990	01-6500-0-5760-1190-4320-090-245	iPad Cases	125.20
Amazon Capital Services	03/30/2026	760990	01-7370-0-3800-1000-4320-033-368	Oxygen Tanks	597.18
Amazon Capital Services	03/30/2026	760990	01-9010-0-5001-3900-4320-090-350	Supplies	173.26
Amazon Capital Services	03/30/2026	760991	01-0000-0-0000-3140-4330-090-507		750.95
Amazon Capital Services	03/30/2026	760991	01-0000-0-0000-7300-4320-090-717	Career Day Supplies	205.87
Amazon Capital Services	03/30/2026	760991	01-0000-0-0000-8200-4320-007-070		517.50
Amazon Capital Services	03/30/2026	760991	01-0000-0-1110-1000-4320-033-070	Mathematics Supplies	872.27
Amazon Capital Services	03/30/2026	760991	01-0000-0-1110-1000-4320-033-070	Supplies	309.36
Amazon Capital Services	03/30/2026	760991	01-0000-0-1110-1000-4320-033-070	Video Arts Supplies	274.20
Amazon Capital Services	03/30/2026	760991	01-0000-0-1110-2421-4200-002-451		8.96
Amazon Capital Services	03/30/2026	760991	01-6388-0-3800-1000-4320-032-318	CTE-Expo Supplies	80.58
Amazon Capital Services	03/30/2026	760991	01-6388-0-3800-1000-4320-033-318	CTE Expo Orders	274.36
Amazon Capital Services	03/30/2026	760991	01-6500-0-5760-1190-4320-090-245	Student Supplies	33.22
Amazon Capital Services	03/30/2026	760991	01-6770-0-1215-1000-4320-033-186	Drama Supplies	2,047.69
Amazon Capital Services	03/30/2026	760991	01-8150-0-0000-8110-4320-090-741	Facilities Supplies	60.38
Amazon Capital Services	03/30/2026	760991	01-9010-0-1110-1000-4200-002-356	4th Grade Materials/Mag	129.63
Amazon Capital Services	03/30/2026	760991	01-9010-0-1110-1000-4320-002-356		313.51
Amazon Capital Services	03/30/2026	760991	01-9010-0-1110-1000-4320-002-356	4th Grade Materials/Mag	168.36
Amazon Capital Services	03/30/2026	760991	01-9010-0-1110-1000-4320-002-356	TK Supplies	491.02
Amazon Capital Services	03/30/2026	760992	01-0000-0-0000-2424-4320-090-735	Power Supplies	195.33
Amazon Capital Services	03/30/2026	760992	01-0000-0-0000-2424-4320-090-735	Printer Cables	50.05
Amazon Capital Services	03/30/2026	760992	01-0000-0-1110-1000-4320-008-070	Classroom Supplies	148.59
Amazon Capital Services	03/30/2026	760992	01-0000-0-1110-1000-4320-033-070	Fax Machine/Repair Product	72.98
Amazon Capital Services	03/30/2026	760992	01-0801-0-1110-1000-4200-090-177	Math TOSA Book	28.31
Amazon Capital Services	03/30/2026	760992	01-3010-0-1110-1000-4320-008-301	Kinder Workshop Student Supply	57.64
Amazon Capital Services	03/30/2026	760992	01-3182-0-1110-1000-4200-031-387	Books	3.40-
Amazon Capital Services	03/30/2026	760992	01-6383-0-3800-1000-4320-032-313	CTE Video Arts Supply	1,251.84
Amazon Capital Services	03/30/2026	760992	01-6500-0-5760-1190-4320-090-245	Student Supplies	40.89
Amazon Capital Services	03/30/2026	760992	01-8150-0-0000-8110-4320-090-741	Facilities Supplies	153.78
Amazon Capital Services	03/30/2026	760992	01-9010-0-1110-1000-4320-010-356	Charging Station	138.31
Amazon Capital Services Total					101,593.22
Amergis Healthcare Staffing Inc.	03/05/2026	754818	01-3310-0-5760-1110-5899-090-201	NPA - Amergis Healthcare: Paraeducators	36,536.40
Amergis Healthcare Staffing Inc.	03/12/2026	756406	01-6500-0-5760-1180-5899-090-245		3,900.00
Amergis Healthcare Staffing Inc.	03/16/2026	757038	01-6500-0-5760-1110-5899-090-201	NPA - Amergis: Special Education Teacher	3,937.50
Amergis Healthcare Staffing Inc.	03/16/2026	757039	01-6500-0-5760-3140-5899-090-245	NPA - Amergis: LVNs & RNs	8,668.73

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Amergis Healthcare Staffing Inc.	03/16/2026	757040	01-6500-0-5760-3120-5899-090-245		10,500.00
Amergis Healthcare Staffing Inc.	03/30/2026	760918	01-6500-0-5760-1110-5899-090-201	NPA - Amergis: Special Education Teacher	2,362.50
Amergis Healthcare Staffing Inc.	03/30/2026	760934	01-6500-0-5760-3140-5899-090-245		40,941.84
Amergis Healthcare Staffing Inc.	03/30/2026	760952	01-6500-0-5760-1180-5899-090-245		23,302.50
Amergis Healthcare Staffing Inc.	03/30/2026	760952	01-6500-0-5760-3120-5899-090-245		48,527.50
Amergis Healthcare Staffing Inc.	03/30/2026	760962	01-0000-0-4760-1000-5894-021-124	Bilingual Para Agency Subs	1,316.25
Amergis Healthcare Staffing Inc.	03/30/2026	760962	01-0000-0-4760-1000-5894-022-124	Bilingual Para Agency Subs	2,335.50
Amergis Healthcare Staffing Inc.	03/30/2026	760962	01-0000-0-4760-1000-5894-025-124	Bilingual Para Agency Subs	5,243.85
Amergis Healthcare Staffing Inc.	03/30/2026	760962	01-0000-0-4760-1000-5894-033-124	Bilingual Para Agency Subs	4,318.20
Amergis Healthcare Staffing Inc.	03/30/2026	760963	01-3310-0-5760-1110-5899-090-201	ALMS NPA - Amergis Healthcare: Paraeducators	1,323.45
Amergis Healthcare Staffing Inc.	03/30/2026	760963	01-3310-0-5760-1110-5899-090-201	Martin NPA - Amergis Healthcare: Paraeducators	1,350.00
Amergis Healthcare Staffing Inc.	03/30/2026	760963	01-3310-0-5760-1110-5899-090-201	Spectrum NPA - Amergis Healthcare: Paraeducators	4,167.85
Amergis Healthcare Staffing Inc.	03/30/2026	760963	01-3310-0-5760-1110-5899-090-201	Spruce NPA - Amergis Healthcare: Paraeducators	9,417.20
Amergis Healthcare Staffing Inc.	03/30/2026	760963	01-3310-0-5760-1110-5899-090-201	Various NPA - Amergis Healthcare: Paraeducators	42,749.55
Amergis Healthcare Staffing Inc.	03/31/2026	761287	01-6500-0-5760-1180-5899-090-245		2,925.00
Amergis Healthcare Staffing Inc.	03/31/2026	761287	01-6500-0-5760-3120-5899-090-245		10,500.00
Amergis Healthcare Staffing Inc.	03/31/2026	761293	01-0000-0-4760-1000-5894-021-124	Bilingual Para Agency Subs	1,308.60
Amergis Healthcare Staffing Inc.	03/31/2026	761294	01-3310-0-5760-1110-5899-090-201	JSES NPA - Amergis Healthcare: Paraeducators	915.72
Amergis Healthcare Staffing Inc.	03/31/2026	761294	01-3310-0-5760-1110-5899-090-201	Various NPA - Amergis Healthcare: Paraeducators	39,908.70
Amergis Healthcare Staffing Inc. Total					306,456.84
American Fidelity Administrative Services LLC	03/19/2026	758132	01-0000-0-0000-7350-5899-090-717	Time & Eligibility Monthly Fees	3,814.30
American Fidelity Administrative Services LLC Total					3,814.30
American Time & Signal Company	03/17/2026	757412	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc. Electrical Supplies	553.69
American Time & Signal Company Total					553.69
ANDERSON-ROSSE, JENNIFER L	03/23/2026	758661	01-9010-0-1110-1000-4320-090-057	SCIENCE INNOVATOR COHORT MEETING	1,680.72
ANDERSON-ROSSE, JENNIFER L	03/23/2026	758661	01-9044-0-1110-1000-4322-090-062	SCIENCE INNOVATOR COHORT MEETING	58.41
ANDERSON-ROSSE, JENNIFER L Total					1,739.13
ANGELES, LEA P	03/09/2026	755430	01-0802-0-1110-1000-5815-032-197	AVID FEILD TRIP	810.62
ANGELES, LEA P Total					810.62
Anselmo J Escobar	03/09/2026	755448	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	186.62
Anselmo J Escobar	03/09/2026	755448	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	186.62
Anselmo J Escobar Total					373.24
ANTHONY, AMANDA S	03/16/2026	757098	01-0000-0-0000-7110-5210-090-713	CSBA ANNUAL CONFERENCE	135.94
ANTHONY, AMANDA S Total					135.94
Apple Inc	03/05/2026	754819	01-0000-0-1110-1000-4320-032-070	iPad for the Classroom	444.49
Apple Inc	03/05/2026	754819	01-3550-0-3800-1000-4320-090-333	replacement keyboards	219.20
Apple Inc	03/05/2026	754819	01-6500-0-5760-1190-4420-090-245	MacBook Air Laptop	1,611.28
Apple Inc	03/16/2026	757084	01-0000-0-0000-2424-4320-090-735	Apple Pencil Tip Replacements	20.88
Apple Inc	03/30/2026	760891	01-7399-0-1110-1000-4320-031-311	iPads	8,779.90
Apple Inc	03/30/2026	760942	01-3550-0-3800-1000-4420-090-333	Apple Mac Mini SSFHS	2,099.62
Apple Inc	03/30/2026	760942	01-6500-0-5760-1190-4320-090-215	Device for Student	285.62
Apple Inc	03/30/2026	760942	01-6500-0-5760-1190-4320-090-215	iPad Air for Student	1,096.22
Apple Inc Total					14,557.21
Armour Petroleum Service & Equipment Corporation	03/17/2026	757413	01-8150-0-0000-8110-5899-090-741	Open P.O. - Monitoring Fuel Tank	352.00
Armour Petroleum Service & Equipment Corporation Total					352.00
Arnold Quon	03/24/2026	759051	01-6387-0-3800-1000-5600-032-394	Camera Repair	596.00
Arnold Quon Total					596.00
Association Of California School Administrators	03/24/2026	759041	01-0000-0-0000-7150-5300-090-714	ACSA Dues	500.00
Association Of California School Administrators Total					500.00
AT&T	03/16/2026	757112	01-0000-0-0000-7200-5910-090-760	231 371-2596 271 5	293.05
AT&T	03/16/2026	757112	01-0000-0-0000-7200-5910-090-760	234 341-0882 686 2	320.61
AT&T	03/16/2026	757112	01-0000-0-0000-7200-5910-090-760	234 343-0139 137 5	293.05
AT&T	03/16/2026	757112	01-0000-0-0000-7200-5910-090-760	650 877-5285 411 6	3.38-
AT&T	03/17/2026	757403	01-0000-0-0000-7200-5910-090-760	231 371-0063 609 4	35.62
AT&T	03/30/2026	760894	01-0000-0-0000-7200-5910-090-760	CALNET 3 - Charges Only	23,597.19
AT&T	03/30/2026	760894	01-6500-0-5760-2700-5910-090-245	CALNET 3 - Charges Only	205.95
AT&T Total					24,742.09

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
AVID TRANSLATION LLC	03/30/2026	760935	01-6500-0-5760-1190-5899-090-245	Interpretation, ASL, Translation Services	23,109.24
AVID TRANSLATION LLC Total					23,109.24
B & H Photo-Video Inc Remittance Processing Ctr.	03/12/2026	756394	01-7339-0-3800-1000-4320-032-332	Photo Supplies	7.37
B & H Photo-Video Inc Remittance Processing Ctr.	03/12/2026	756407	01-7339-0-3800-1000-4320-032-332	Photo Supplies	2,119.25
B & H Photo-Video Inc Remittance Processing Ctr. Total					2,126.62
Beacon School	03/31/2026	761288	01-6500-0-5760-3120-5870-090-245	NPA - Beacon	52,894.72
Beacon School Total					52,894.72
Bio-Rad Laboratories Inc.	03/10/2026	755823	01-9010-0-1110-1000-4320-090-360	Biotech Supplies HS	319.97
Bio-Rad Laboratories Inc. Total					319.97
Blick Art Materials	03/02/2026	753855	01-3010-0-1110-1000-4320-022-301	Student Supplies	86.25
Blick Art Materials	03/05/2026	754820	01-0000-0-1201-1000-4320-032-070		336.54
Blick Art Materials	03/05/2026	754820	01-3010-0-1110-1000-4320-022-301	Student Supplies	86.25
Blick Art Materials	03/19/2026	758146	01-0000-0-0000-2100-4320-090-762	Blick Art Show Material	156.98
Blick Art Materials Total					666.02
Blue Line Transfer	03/19/2026	758147	01-0000-0-0000-8200-5540-090-760	Open P.O. - Dump Fees	5,514.06
Blue Line Transfer Total					5,514.06
BORISSOFF, CHIAKI T	03/09/2026	755431	01-0805-0-4760-1000-4320-021-123	SNACKS FOR TESTING	174.56
BORISSOFF, CHIAKI T	03/09/2026	755431	01-0805-0-4760-1000-4320-021-123	STORAGE	208.72
BORISSOFF, CHIAKI T Total					383.28
Boudin Bakery/ Accounting/AR	03/16/2026	757085	01-0000-0-0000-2700-4322-090-762	Open PO for T & L Boudin Catering	343.40
Boudin Bakery/ Accounting/AR Total					343.40
BOYD, AARON	03/09/2026	755406	01-0000-0-1202-1000-5899-033-070	Boys Golf Match	369.05
BOYD, AARON	03/09/2026	755432	01-0000-0-1110-1000-5810-033-070	BASEBALL BANNER	117.55
BOYD, AARON	03/19/2026	758133	01-0000-0-1202-1000-5810-033-070	BOYS GOLF TEAM PROMO CARDS	70.29
BOYD, AARON	03/19/2026	758133	01-0000-0-1202-1000-5899-033-070	BOYS GOLF MATCH	237.00
BOYD, AARON	03/19/2026	758133	01-0000-0-1203-1000-5810-033-070	SOFTBALL TEAM BANNER & PROMO CARDS	145.01
BOYD, AARON	03/23/2026	758662	01-0000-0-1110-1000-5810-033-070	BANNER AND PROMO CARDS	109.85
BOYD, AARON Total					1,048.75
Boys & Girls Clubs Of The Peninsula	03/23/2026	758612	01-2600-0-0000-8200-5899-090-358	ELOP	129,614.70
Boys & Girls Clubs Of The Peninsula Total					129,614.70
Broadmoor Landscape Supply	03/17/2026	757414	01-8150-0-0000-8110-4320-090-741	Open P.O. - Lumber and Supplies	642.22
Broadmoor Landscape Supply	03/23/2026	758638	01-8150-0-0000-8110-4320-090-741	Open P.O. - Lumber and Supplies	123.61
Broadmoor Landscape Supply Total					765.83
Bronstein Music	03/30/2026	760943	01-0000-0-1227-1000-4320-021-322		190.82
Bronstein Music	03/30/2026	760943	01-0000-0-1227-1000-5600-021-322		420.00
Bronstein Music Total					610.82
Bryan Bachar	03/09/2026	755449	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	151.12
Bryan Bachar	03/09/2026	755449	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	151.12
Bryan Bachar Total					302.24
California Association for Health, Physical Education	03/19/2026	758148	01-0000-0-1110-1000-5210-021-322	CAHPERD	840.00
California Association for Health, Physical Education Total					840.00
California Interscholastic Fed	03/30/2026	760978	01-0000-0-0000-3900-5300-090-323	2025-26 CIF Membership & Dues	1,161.00
California Interscholastic Fed Total					1,161.00
California Newspaper Partnership	03/17/2026	757415	01-0000-0-0000-8200-5811-090-760	Open P.O. - Advertising	393.08
California Newspaper Partnership Total					393.08
California Speech Language Hearing Association - CSHA	03/30/2026	760936	01-9010-0-5760-1190-5210-090-350		11,454.00
California Speech Language Hearing Association - CSHA Total					11,454.00
California Water Service	03/12/2026	756392	01-0000-0-0000-8200-5530-090-760	Open P.O. - Water & Sewer	27,553.28
California Water Service Total					27,553.28
Calpers Fiscal Services Division	03/23/2026	758625	01-0000-0-0000-0000-9564-000-	April 2026 premiums	1,183,411.98
Calpers Fiscal Services Division	03/23/2026	758625	01-0000-0-0000-7340-5899-090-717	April 2026 premiums	946.73
Calpers Fiscal Services Division	03/23/2026	758625	01-0000-0-0000-7600-3701-090-810	April 2026 premiums	26,406.00
Calpers Fiscal Services Division	03/23/2026	758625	01-0000-0-0000-7600-3702-090-810	April 2026 premiums	36,482.83
Calpers Fiscal Services Division	03/23/2026	758625	01-0000-0-0000-7600-5899-090-810	April 2026 premiums	163.71
Calpers Fiscal Services Division Total					1,247,411.25
Cam Educational Services LLC	03/23/2026	758613	01-2600-0-0000-8200-5899-090-358	ELOP	58,581.82
Cam Educational Services LLC Total					58,581.82

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Carolina Biological Supply Co	03/05/2026	754821	01-6300-0-1110-1000-4100-090-307		13,449.94-
Carolina Biological Supply Co	03/05/2026	754821	01-6300-0-1110-1000-4100-090-307	Restocking Fee	19,178.20
Carolina Biological Supply Co Total					5,728.26
Cascade Healthcare	03/19/2026	758149	01-0805-0-1110-1000-5899-008-180	CPR Training	2,125.00
Cascade Healthcare Total					2,125.00
CDW Government Inc	03/05/2026	754822	01-0000-0-0000-2424-4320-090-735	Open PO - Misc. Tech Supplies	1,067.36
CDW Government Inc	03/05/2026	754822	01-0000-0-0000-2424-4420-090-735	TV Replacement - L.C. #13	1,087.50
CDW Government Inc	03/16/2026	757086	01-0000-0-0000-2424-4320-090-735	Open PO - Misc. Tech Supplies	552.01
CDW Government Inc	03/24/2026	759042	01-0000-0-0000-2424-4320-090-735	Open PO - Misc. Tech Supplies	180.72
CDW Government Inc	03/24/2026	759042	01-0000-0-1110-1000-4320-033-070	Document Camera	563.71
CDW Government Inc	03/30/2026	760944	01-0000-0-1110-1000-4320-021-070	TV	1,256.08
CDW Government Inc Total					4,707.38
Certified Languages International LLC	03/30/2026	760919	01-6500-0-5760-1190-5899-090-206	NPA - Certified Languages	1,036.95
Certified Languages International LLC Total					1,036.95
CERVANTES, ELIN P	03/09/2026	755407	01-0000-0-0000-3900-5810-090-501	Counseling Custum Supply	239.64
CERVANTES, ELIN P	03/30/2026	760923	01-0000-0-0000-3900-4320-090-501	FOR STUDENTS PRESENTING DURING MIDDLE SCH PF	109.33
CERVANTES, ELIN P Total					348.97
CHAN, GENEVIEVE A	03/17/2026	757396	01-0000-0-1110-1000-5210-090-762	PARENT SQUARE COMMUNITY C	33.50
CHAN, GENEVIEVE A Total					33.50
CHAN, MARILYN A	03/30/2026	760924	01-9219-0-1214-1000-4320-032-356	ENGLISH DEPT.MAT-POSTER	49.45
CHAN, MARILYN A Total					49.45
CHANG, JANE H	03/30/2026	760964	01-9044-0-1110-1000-5210-090-062	ELEM INQUIRY INSTITUTE -EXPLORATORIUM	86.80
CHANG, JANE H Total					86.80
Chavez Group	03/23/2026	758639	01-0000-0-0000-7110-5899-090-713	Open PO for Closed Captioning	783.75
Chavez Group Total					783.75
Children's Health Council Esther B Clark School	03/19/2026	758150	01-6500-0-5760-1180-5870-090-230		2,567.25
Children's Health Council Esther B Clark School	03/19/2026	758150	01-6500-0-5760-1180-5880-090-230		6,390.00
Children's Health Council Esther B Clark School	03/19/2026	758150	01-6500-0-5760-1180-5899-090-230		213.20
Children's Health Council Esther B Clark School	03/23/2026	758614	01-6500-0-5760-1180-5820-090-230		2,952.00
Children's Health Council Esther B Clark School	03/23/2026	758614	01-6500-0-5760-1180-5870-090-230		4,169.50
Children's Health Council Esther B Clark School	03/23/2026	758614	01-6500-0-5760-1180-5880-090-230		6,390.00
Children's Health Council Esther B Clark School	03/23/2026	758614	01-6500-0-5760-1180-5899-090-230		295.20
Children's Health Council Esther B Clark School Total					22,977.15
CHOW, ALLISON	03/19/2026	758134	01-0000-0-0000-7400-5899-090-715	VERIFICATION OF EMPLOYMENT DOCUMENTS FOR EM	31.10
CHOW, ALLISON	03/30/2026	760925	01-0000-0-0000-7400-4322-090-715	INTERVIEW PANEL FOR DIR CURRICULUM	49.34
CHOW, ALLISON Total					80.44
Christine Katzin	03/16/2026	757057	01-6500-0-5760-2490-5820-090-230	AVALON CAMDEN DEC 25 MILEAGE	316.96
Christine Katzin	03/16/2026	757057	01-6500-0-5760-2490-5820-090-230	AVALON CAMDEN JAN 26 MILEAGE	410.40
Christine Katzin Total					727.36
CHUPO, ARIEL J	03/16/2026	757058	01-0000-0-0000-7350-5220-090-717	FEB26 MILEAGE ASB, BANK	23.51
CHUPO, ARIEL J Total					23.51
CIF Central Coast Section	03/16/2026	757087	01-9010-0-1202-1000-4320-033-322	CCS-CIF Rule Books	30.00
CIF Central Coast Section Total					30.00
City Auto Supply	03/17/2026	757416	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc. Vehicle Supplies	196.81
City Auto Supply	03/23/2026	758640	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc. Vehicle Supplies	181.04
City Auto Supply Total					377.85
City of Daly City Dept of Recreation Svc	03/23/2026	758615	01-2600-0-0000-8200-5899-090-358	SSFUSD AYRP JS 2526 - T2	31,080.00
City of Daly City Dept of Recreation Svc Total					31,080.00
City Of Daly City Utility Billing Division	03/24/2026	759043	01-0000-0-0000-8200-5530-090-760	Open P.O. - Water & Sewer Skyline & JS	3,384.98
City Of Daly City Utility Billing Division Total					3,384.98
City Of San Bruno Utility Billing	03/23/2026	758641	01-0000-0-0000-8200-5530-090-760	Open P.O. - Water & Sewer Monte Verde	268.24
City Of San Bruno Utility Billing Total					268.24
City Of South San Francisco	03/24/2026	759044	01-0000-0-1202-1000-5899-033-322	Police Security Services	2,210.00
City Of South San Francisco Total					2,210.00
City Of South San Francisco Attn: Kimberly Morrison	03/12/2026	756395	01-2600-0-0000-8200-5899-090-358	City of SSF - ELOP	77,227.97
City Of South San Francisco Attn: Kimberly Morrison Total					77,227.97
Collaborative Education Advisors Fregosa Ventures	03/05/2026	754823	01-6387-0-3800-1000-5801-090-394	2 SSFUSD 25-26 TeachSupp 2	5,000.00

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Collaborative Education Advisors Fregosa Ventures Total					5,000.00
Corodata Shredding Inc.	03/19/2026	758151	01-0000-0-0000-8200-5899-090-760	Shredding Services - District-Wide	842.73
Corodata Shredding Inc. Total					842.73
COVACHA, JONATHAN E	03/19/2026	758135	01-0000-0-1110-1000-4322-008-070	STAFF, OFFICE, SCC MEETS, CPR, MATH MEET	237.04
COVACHA, JONATHAN E	03/19/2026	758135	01-9010-0-1110-1000-4322-008-430	AEU NIGHT	54.34
COVACHA, JONATHAN E Total					291.38
Crown Castle Fiber LLC	03/16/2026	757088	01-0000-0-0000-2424-5899-090-735	Point to Point Circuits-3yr Term, Yr2 of 3	10,092.66
Crown Castle Fiber LLC Total					10,092.66
CRUZ, STEPHANIE P	03/23/2026	758663	01-9010-0-1110-1000-4322-013-430	STAFF SNACKS CONFERENCE WK	152.09
CRUZ, STEPHANIE P Total					152.09
Crystal Communications	03/05/2026	754824	01-0805-0-1110-1000-4320-013-180	Walkie Talkie Battery & Antenna Replacement	733.81
Crystal Communications	03/19/2026	758152	01-0000-0-0000-8200-4320-032-759		5,219.11
Crystal Communications	03/19/2026	758152	01-0000-0-0000-8200-5600-032-759		638.00
Crystal Communications Total					6,590.92
Cue Inc.	03/16/2026	757089	01-0000-0-0000-2424-5210-090-305	CUE Conference 2026	1,240.00
Cue Inc. Total					1,240.00
Curriculum Associates LLC	03/30/2026	760937	01-6500-0-5760-1190-4320-090-245		2,592.57
Curriculum Associates LLC Total					2,592.57
Custom Tops Inc. DBA Custom Truck	03/17/2026	757417	01-8150-0-0000-8110-4320-090-741	Open P.O. for Truck Accessories	210.96
Custom Tops Inc. DBA Custom Truck Total					210.96
Danielle Krol	03/16/2026	757059	01-6500-0-5760-2490-5820-090-230	HOLLY AVE ROSITA RD DEC MILEAGE	191.10
Danielle Krol	03/16/2026	757059	01-6500-0-5760-2490-5820-090-230	HOLLY AVE ROSITA RD JAN MILEAGE	250.80
Danielle Krol Total					441.90
Dannis Woliver Kelley	03/05/2026	754825	01-8150-0-0000-8110-5889-090-741		513.50
Dannis Woliver Kelley	03/12/2026	756391	01-8150-0-0000-8110-5889-090-741		3,061.00
Dannis Woliver Kelley	03/16/2026	757031	01-0000-0-0000-7300-5889-090-717		272.00
Dannis Woliver Kelley Total					3,846.50
Darrick Emil	03/09/2026	755450	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	423.13
Darrick Emil	03/09/2026	755450	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	423.13
Darrick Emil Total					846.26
Decker Equipment dba School fix	03/19/2026	758153	01-0000-0-0000-8200-4320-033-759	Barriers	505.32
Decker Equipment dba School fix Total					505.32
Dell Marketing LP C/ODell USA LP	03/05/2026	754826	01-0000-0-1110-1000-4420-033-070	Desktop Computers	2,681.75
Dell Marketing LP C/ODell USA LP	03/16/2026	757090	01-0000-0-0000-2424-4320-090-735	Student Chromebook Refresh	107,776.90
Dell Marketing LP C/ODell USA LP	03/19/2026	758154	01-0000-0-0000-8200-4420-032-759	Desktop for Custodial Office	886.51
Dell Marketing LP C/ODell USA LP Total					111,345.16
Delta Bluegrass Co.	03/24/2026	759045	01-8150-0-0000-8110-4320-090-741	Open P.O. Grounds Supplies	4,037.10
Delta Bluegrass Co.	03/30/2026	760893	01-8150-0-0000-8110-4320-090-741	Open P.O. Grounds Supplies	17.91
Delta Bluegrass Co. Total					4,055.01
Demco Inc.	03/19/2026	758155	01-9010-0-1110-1000-4320-002-356	Library Materials	249.68
Demco Inc. Total					249.68
Discount Fence Supply Inc DBA DF Supply Inc.	03/17/2026	757418	01-8150-0-0000-8110-4320-090-741	Open P.O. for Maintenance Supplies	350.84
Discount Fence Supply Inc DBA DF Supply Inc. Total					350.84
EFFECTIFF LLC	03/16/2026	757041	01-6500-0-5760-1190-5899-090-206	NPA - Effectiff	1,701.25
EFFECTIFF LLC	03/30/2026	760938	01-6500-0-5760-1190-5899-090-206	NPA - Effectiff	2,038.50
EFFECTIFF LLC Total					3,739.75
Effective School Solutions LLC	03/30/2026	760979	01-9010-0-1110-3900-5899-090-315	Effective School Solutions SY25-26	12,841.45
Effective School Solutions LLC	03/30/2026	760979	01-9305-0-1110-3900-5899-090-503	Effective School Solutions SY25-26	6,658.55
Effective School Solutions LLC Total					19,500.00
El Camino High School	03/09/2026	755433	01-9215-0-1110-1000-4320-032-356	RE-ISSUE OLD CANCELLED CHECK NO 749989	800.00
El Camino High School Total					800.00
El Metate Taqueria	03/09/2026	755434	01-9010-0-1110-1000-4322-090-174	Kindergarten event	700.00
El Metate Taqueria Total					700.00
ENGELBART, HALEY D	03/30/2026	760994	01-0000-0-0000-2424-5210-090-305	SPRING CUE CONFERENCE	697.45
ENGELBART, HALEY D Total					697.45
EVAN CAMPODONICO DH Distribution & Service LLC	03/10/2026	755824	01-8150-0-0000-8110-4320-090-741	Tennis Net Posts & Parts	3,313.83
EVAN CAMPODONICO DH Distribution & Service LLC Total					3,313.83

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
EverDriven Technologies LLC ALC Schools LLC	03/16/2026	757042	01-0000-0-5760-3600-5820-090-781	NPA - Everdriven	27,397.50
EverDriven Technologies LLC ALC Schools LLC Total					27,397.50
Fagen Friedman & Fulfrost LLP	03/16/2026	757091	01-0000-0-0000-7400-5889-090-715		2,100.00
Fagen Friedman & Fulfrost LLP	03/16/2026	757091	01-6500-0-5760-1190-5889-090-245		9,879.83
Fagen Friedman & Fulfrost LLP Total					11,979.83
FasTrak Invoice Processing Department	03/02/2026	753849	01-9219-0-1202-1000-5899-032-356	Toll Charges	8.00
FasTrak Invoice Processing Department Total					8.00
Federal Express Corporation DBA FedEx	03/05/2026	754802	01-0000-0-0000-7300-5920-090-717	postage	113.43
Federal Express Corporation DBA FedEx Total					113.43
Ferguson Enterprise, LLC #686	03/23/2026	758610	01-8150-0-0000-8110-4320-090-741	Open P.O. - Plumbing Supplies	55.80
Ferguson Enterprise, LLC #686	03/24/2026	759046	01-8150-0-0000-8110-4320-090-741	Remit	55.80
Ferguson Enterprise, LLC #686 Total					111.60
First Alarm	03/17/2026	757419	01-8150-0-0000-8300-5806-090-741	Open P.O. for Monthly Security Monitoring	1,603.18
First Alarm Total					1,603.18
FIRST STUDENT	03/12/2026	756408	01-0000-0-5760-3600-5820-090-781	NPA - First Student	21,490.00
FIRST STUDENT	03/16/2026	757043	01-0000-0-5760-3600-5820-090-781	NPA - First Student	165,325.00
FIRST STUDENT Total					186,815.00
Flyers Energy LLC	03/30/2026	760898	01-0000-0-0000-8200-4320-090-760	Open P.O. for Fuel & Lubricant Supplies	7,909.98
Flyers Energy LLC Total					7,909.98
Follett Content Solutions	03/10/2026	755825	01-0000-0-1110-2421-4200-009-451	Library Books	153.75
Follett Content Solutions	03/16/2026	757092	01-0000-0-1110-2421-4200-010-451	Classroom Reading Sets	350.18
Follett Content Solutions	03/16/2026	757092	01-9010-0-1110-1000-4200-010-356	Classroom Reading Sets	282.00
Follett Content Solutions Total					785.93
Francisco Hernandez	03/09/2026	755451	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	151.12
Francisco Hernandez	03/09/2026	755451	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	151.12
Francisco Hernandez Total					302.24
FRED FINCH YOUTH & FAMILY SERVICES	03/16/2026	757044	01-6500-0-5760-1180-5880-090-230		5,528.52
FRED FINCH YOUTH & FAMILY SERVICES	03/30/2026	760920	01-6500-0-5760-1180-5870-090-230		696.00
FRED FINCH YOUTH & FAMILY SERVICES	03/31/2026	761289	01-6500-0-5760-1180-5880-090-230		5,835.66
FRED FINCH YOUTH & FAMILY SERVICES Total					12,060.18
Freestyle Photo Imaging Supplies	03/30/2026	760945	01-7339-0-3800-1000-4320-033-332		831.23
Freestyle Photo Imaging Supplies Total					831.23
GONZALES, CHARLOTTE C	03/23/2026	758664	01-9044-0-1110-1000-5210-090-062	CA SCIENCE EDUCATORS, PALM SPRINGS	826.59
GONZALES, CHARLOTTE C Total					826.59
Grainger	03/02/2026	753857	01-8150-0-0000-8110-4320-090-741	Open P.O. - Industrial Supplies	37.24
Grainger	03/17/2026	757420	01-8150-0-0000-8110-4320-090-741	Open P.O. - Industrial Supplies	297.10
Grainger	03/23/2026	758642	01-8150-0-0000-8110-4320-090-741		39.09
Grainger	03/23/2026	758643	01-8150-0-0000-8110-4320-090-741		12.62
Grainger	03/23/2026	758644	01-8150-0-0000-8110-4320-090-741		44.15
Grainger	03/23/2026	758645	01-8150-0-0000-8110-4320-090-741		14.14
Grainger	03/23/2026	758646	01-8150-0-0000-8110-4320-090-741	Open P.O. - Industrial Supplies	125.27
Grainger	03/24/2026	759034	01-8150-0-0000-8110-4320-090-741		5.23
Grainger	03/24/2026	759049	01-8150-0-0000-8110-4320-090-741	Open P.O. - Industrial Supplies	1,809.64
Grainger	03/30/2026	760946	01-8150-0-0000-8110-4320-090-741	Open P.O. - Industrial Supplies	110.30
Grainger Total					2,494.78
Green Cab Peninsula	03/30/2026	760939	01-0000-0-5760-3600-5820-090-781	NPA - Green Cab	12,900.00
Green Cab Peninsula Total					12,900.00
HAFTER, JOSHUA	03/09/2026	755437	01-9244-0-1202-1000-5899-032-322	TRACK & FIELD	173.20
HAFTER, JOSHUA	03/24/2026	759064	01-9244-0-1202-1000-5899-032-322	DUBLIN DISTANCE FIESTA	308.00
HAFTER, JOSHUA	03/24/2026	759064	01-9244-0-1202-1000-5899-032-322	FIGHTING KNIGHTS RELAY	215.00
HAFTER, JOSHUA	03/24/2026	759064	01-9244-0-1202-1000-5899-032-322	TKA DISTANCE CARNIVAL	90.00
HAFTER, JOSHUA Total					786.20
Hanna Interpreting Services LLC	03/16/2026	757045	01-6500-0-5760-1190-5899-090-206	NPA - Hanna Interpreting	15,442.50
Hanna Interpreting Services LLC Total					15,442.50
Heises Plumbing	03/10/2026	755826	01-8150-0-0000-8110-5899-022-741	Trenchless Sewer Pipe Install	1,100.00
Heises Plumbing	03/12/2026	756396	01-8150-0-0000-8110-5899-022-741	Trenchless Sewer Pipe Install	5,275.00
Heises Plumbing Total					6,375.00

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Hillyard Inc	03/19/2026	758157	01-0000-0-0000-8200-4320-009-759		1,414.94
Hillyard Inc	03/19/2026	758157	01-2600-0-0000-8200-4320-009-328		700.00
Hillyard Inc	03/23/2026	758616	01-0000-0-0000-8200-4320-014-759	Janitorial Supplies	118.17
Hillyard Inc	03/23/2026	758616	01-2600-0-0000-8200-4320-014-328	Janitorial Supplies	5.42
Hillyard Inc	03/23/2026	758616	01-8150-0-0000-8110-4320-090-741	Open P.O. - Custodial Supplies	5,082.76
Hillyard Inc	03/24/2026	759050	01-0000-0-0000-8200-4320-010-759	Custodial Supplies	1,235.80
Hillyard Inc	03/24/2026	759050	01-0000-0-0000-8200-4320-031-759	Open PO - Custodial Supplies	719.87
Hillyard Inc	03/24/2026	759050	01-0000-0-0000-8200-4320-032-759	Custodial Supplies	2,458.08
Hillyard Inc	03/24/2026	759050	01-6500-0-5760-1190-4320-041-212	Open PO - Custodial Supplies	479.92
Hillyard Inc	03/30/2026	760947	01-0000-0-0000-8200-4320-031-759		99.44
Hillyard Inc	03/30/2026	760947	01-6500-0-5760-1190-4320-041-212		66.29
Hillyard Inc	03/30/2026	760947	01-8150-0-0000-8110-4320-090-741		5,293.36
Hillyard Inc Total					17,674.05
Home Depot Credit Services	03/02/2026	753858	01-0000-0-0000-8200-4320-090-760	Open P.O. for Misc Supplies and Tools	377.62
Home Depot Credit Services	03/02/2026	753858	01-8150-0-0000-8110-4320-090-741	Open P.O. for Misc Supplies and Tools	6,883.72
Home Depot Credit Services Total					7,261.34
HONG, KAREN K	03/09/2026	755408	01-0000-0-1110-1000-4322-007-070	ILT MEETING	59.27
HONG, KAREN K Total					59.27
Hope Marie David	03/24/2026	759047	01-6770-0-1227-1000-5899-033-186	Color Guard Coaching	6,000.00
Hope Marie David Total					6,000.00
Howies Hockey Inc DBA Howies Athletic Tape	03/19/2026	758158	01-0000-0-1230-1000-4320-032-070	PE Trainer's Supplies	1,387.90
Howies Hockey Inc DBA Howies Athletic Tape Total					1,387.90
IMAGINE LEARNING LLC	03/24/2026	759035	01-9010-0-1110-1000-4100-090-316	Mathematics Curriculum K-5	55,389.13
IMAGINE LEARNING LLC Total					55,389.13
INTAL-DE LEON, TIFFANY CLAIRE	03/30/2026	760926	01-0000-0-0000-7602-5880-090-726	SEP25-MAR26 SPARK, GYMTOWN, LAPETITE	2,825.50
INTAL-DE LEON, TIFFANY CLAIRE Total					2,825.50
Intercare Holdings Insurance Services	03/05/2026	754801	01-0000-0- - -9589- -	Workers Compensation	328.26
Intercare Holdings Insurance Services	03/30/2026	760913	01-0000-0- - -9589- -	Overpayment Worker Compensation	3,501.39
Intercare Holdings Insurance Services Total					3,829.65
Interstate Grading & Paving	03/30/2026	760948	01-8150-0-0000-8110-5899-022-741	Parkway School Emergency Sewer Repair	41,428.00
Interstate Grading & Paving Total					41,428.00
Jack Schindler	03/02/2026	753856	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	102.00
Jack Schindler	03/02/2026	753856	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	102.00
Jack Schindler Total					204.00
JACOBSON, ERIC J	03/30/2026	760906	01-9010-0-1110-1000-5802-032-322	SAFETY TRAIN FOR SWIM COACHES ONLINE COURSE	25.00
JACOBSON, ERIC J Total					25.00
Jameco Electronics	03/30/2026	760949	01-9010-0-1110-1000-4320-090-055	Helix Cup Challenge #0 - #3	468.75
Jameco Electronics Total					468.75
Judy Ann Pardini A+ Live Scan Services	03/30/2026	760950	01-0000-0-0000-7400-5840-090-715		204.00
Judy Ann Pardini A+ Live Scan Services Total					204.00
Judy Anne Campos	03/16/2026	757061	01-6500-0-5760-2490-5820-090-245	FAIFAX LOS CERRITOS DEC 25 MILEAGE	38.24
Judy Anne Campos	03/16/2026	757061	01-6500-0-5760-2490-5820-090-245	FAIFAX LOS CERRITOS JAN 26 MILEAGE	36.96
Judy Anne Campos	03/16/2026	757061	01-6500-0-5760-2490-5820-090-245	FAIFAX LOS CERRITOS NOV 25 MILEAGE	40.79
Judy Anne Campos	03/16/2026	757061	01-6500-0-5760-2490-5820-090-245	FAIFAX LOS CERRITOS SEP 25 MILEAGE	53.54
Judy Anne Campos Total					169.53
JUSTO, ANA L	03/16/2026	757062	01-0000-0-0000-7350-4322-090-717	PROCUREMENT STRATEGIES: BIDS, RFPS & COMPLIAI	65.93
JUSTO, ANA L Total					65.93
KBA Document Solutions LLC	03/10/2026	755827	01-0000-0-1110-1000-5600-090-722	B/W Overage & Color Copies / Maintenance	4,914.18
KBA Document Solutions LLC	03/19/2026	758159	01-0000-0-1110-1000-5600-090-722	B/W Overage & Color Copies / Maintenance	5,159.79
KBA Document Solutions LLC	03/23/2026	758647	01-0000-0-1110-1000-5600-090-722	B/W Overage & Color Copies / Maintenance	258.21
KBA Document Solutions LLC	03/30/2026	760921	01-0000-0-1110-1000-5600-090-722	B/W Overage & Color Copies / Maintenance	5,001.67
KBA Document Solutions LLC Total					15,333.85
Kelly Spicers Facilities Solut ion	03/24/2026	759036	01-8150-0-0000-8110-4320-090-741	Open P.O. - Custodial Supplies	5,524.08
Kelly Spicers Facilities Solut ion Total					5,524.08
Kelly Spicers Stores	03/10/2026	755828	01-0000-0-1110-1000-4320-008-070	Copy Paper	1,722.29
Kelly Spicers Stores	03/10/2026	755828	01-0805-0-1110-1000-4320-013-180	Paper Reorder	1,293.78
Kelly Spicers Stores	03/19/2026	758160	01-0000-0-1110-1000-4320-032-070	Paper Supplies	1,772.90

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Kelly Spicers Stores	03/19/2026	758160	01-8150-0-0000-8110-4320-090-741	Open P.O. - Custodial Supplies	758.12
Kelly Spicers Stores	03/30/2026	760899	01-0000-0-1110-1000-4320-022-070	Blanket PO - Paper	865.27
Kelly Spicers Stores Total					6,412.36
KEVIN MA	03/23/2026	758665	01-0000-0-8100-0000-8650-032-802	SSF A.C. SOCCER TEAM RENTAL REMAIN.FEES GAME	182.43
KEVIN MA Total					182.43
KWAN, JANET	03/31/2026	761295	01-0000-0-1110-1000-4320-032-070	HEALTH OFFICE AMENITIES	21.48
KWAN, JANET Total					21.48
La Morena Restaurant Inc.	03/24/2026	759057	01-9010-0-1110-1000-4322-090-057	Facilities Helix Appreciation Lunch	1,435.70
La Morena Restaurant Inc. Total					1,435.70
Lakeshore Learning Materials, Llc	03/10/2026	755830	01-6500-0-5730-1190-4320-090-204	Student Supplies	148.00
Lakeshore Learning Materials, Llc	03/12/2026	756397	01-9010-0-5760-1190-4320-090-350	Student Supplies	34.11
Lakeshore Learning Materials, Llc Total					182.11
LAMPE, SARINA	03/16/2026	757063	01-9010-0-1110-1000-4200-021-356	AMAZON BKS FOR CLASSROOM	482.73
LAMPE, SARINA Total					482.73
Law Office of Michael Zatopa Zatopa, Stephens & Kurzrock	03/24/2026	759039	01-0000-0-0000-7602-5888-090-726	SLP Treatment	1,920.00
Law Office of Michael Zatopa Zatopa, Stephens & Kurzrock	03/30/2026	760890	01-0000-0-0000-7602-5888-090-726	SLP Treatment	80.00
Law Office of Michael Zatopa Zatopa, Stephens & Kurzrock	03/30/2026	760890	01-0000-0-0000-7602-5888-090-726	Tuition for Hope Technology School	17,600.00
Law Office of Michael Zatopa Zatopa, Stephens & Kurzrock Total					19,600.00
Lawson Products Inc	03/30/2026	760982	01-8150-0-0000-8110-4320-090-741	Open P.O. - Electrical Supplies	460.85
Lawson Products Inc Total					460.85
Learning Without Tears	03/30/2026	760954	01-3010-0-1110-1000-4200-007-301	Cursive Writing Books	1,241.68
Learning Without Tears Total					1,241.68
Legarza Sports	03/05/2026	754791	01-6762-0-1110-1000-5899-090-384	25-26 Legarza Sports	200,244.75
Legarza Sports Total					200,244.75
LEVINE, SARAH D	03/23/2026	758666	01-0805-0-1110-1000-4320-021-180	ACADEMIC GROUPS & AMBASSADORS PROGRAM	151.40
LEVINE, SARAH D Total					151.40
Liberty Union High School District	03/24/2026	759065	01-9247-0-1202-1000-5300-032-322	LOU BRONZAN INVITATIONAL WRESTLING	450.00
Liberty Union High School District Total					450.00
LIEBERMAN, JULIA H	03/09/2026	755438	01-3010-0-1110-1000-4320-008-301	Kindergarten supplies	32.50
LIEBERMAN, JULIA H Total					32.50
Lincoln Aquatics	03/03/2026	754196	01-8150-0-0000-8110-4320-090-741	Open P.O. - Pool Supplies	2,542.73
Lincoln Aquatics	03/17/2026	757399	01-8150-0-0000-8110-4320-090-741	Open P.O. - Pool Supplies	629.42
Lincoln Aquatics	03/23/2026	758677	01-8150-0-0000-8110-4320-090-741	Open P.O. - Pool Supplies	69.44
Lincoln Aquatics Total					3,241.59
LINDELL, JOSEPH C	03/16/2026	757064	01-0000-0-0000-8200-5220-090-760	CERTIFIED POOL OPERATOR	165.32
LINDELL, JOSEPH C Total					165.32
LOWES BUSINESS ACCT/SYNCB	03/02/2026	753859	01-0000-0-0000-8200-4320-090-760	Open P.O. for Misc Supplies for Facilities	21.17
LOWES BUSINESS ACCT/SYNCB	03/02/2026	753859	01-8150-0-0000-8110-4320-090-741	Open P.O. for Misc Supplies for Facilities	3,958.49
LOWES BUSINESS ACCT/SYNCB Total					3,979.66
LUAULU, ELIZABETH R	03/10/2026	755807	01-9010-0-1110-1000-4320-090-057	SUPPLIES	14.70
LUAULU, ELIZABETH R Total					14.70
Lucia Coria Vega	03/16/2026	757065	01-6500-0-5760-2490-5820-090-230	ALTA MESA WEINGARTEN DEC MILEAGE	411.60
Lucia Coria Vega	03/16/2026	757065	01-6500-0-5760-2490-5820-090-230	ALTA MESA WEINGARTEN JAN (B) MILEAGE	142.10
Lucia Coria Vega	03/16/2026	757065	01-6500-0-5760-2490-5820-090-230	ALTA MESA WEINGARTEN JAN MILEAGE	369.46
Lucia Coria Vega Total					923.16
MAEDA, GAVIN	03/16/2026	757099	01-0000-0-1110-1000-5210-090-762	PARENT SQUARE COMMUNITY	60.18
MAEDA, GAVIN Total					60.18
MALFATTI, MARGARET J	03/02/2026	753850	01-0000-0-0000-2424-5920-090-735	UPS Shipping charges	25.33
MALFATTI, MARGARET J Total					25.33
Marine Science Institute	03/10/2026	755831	01-9010-0-1110-1000-5899-002-356	Grade Level Presentation	892.00
Marine Science Institute Total					892.00
Mark Anthony Delgado	03/09/2026	755452	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	151.12
Mark Anthony Delgado	03/09/2026	755452	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	151.12
Mark Anthony Delgado Total					302.24
Markham Bertron	03/09/2026	755453	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	151.12
Markham Bertron	03/09/2026	755453	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	151.12
Markham Bertron Total					302.24

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
MARTINEZ, LEILAHNIE C	03/10/2026	755808	01-0000-0-0000-2700-5220-032-070	MILEAGE	11.60
MARTINEZ, LEILAHNIE C Total					11.60
Mary Beth Pala	03/23/2026	758686	01-0000-0-1110-1000-5801-090-340	PSA Mary Pala- Induction Teacher Mentor 25-26	4,300.00
Mary Beth Pala	03/30/2026	760897	01-0000-0-1110-1000-5801-090-340	PSA Mary Pala- Induction Teacher Mentor 25-26	4,300.00
Mary Beth Pala Total					8,600.00
MathTrust LLC Dionne Aminata	03/09/2026	755416	01-9010-0-1110-1000-5801-090-316	MathTrust	24,750.00
MathTrust LLC Dionne Aminata Total					24,750.00
Maxx Metals	03/02/2026	753860	01-8150-0-0000-8110-4320-090-741	Open PO - for Metal Products	1,320.91
Maxx Metals Total					1,320.91
Medco Supply Company	03/10/2026	755832	01-0000-0-1230-1000-4320-032-070	PE Trainer's Supplies	527.40
Medco Supply Company Total					527.40
Melanie Huntley	03/16/2026	757066	01-6500-0-5760-2490-5820-090-230	COTTONWOOD SAN MATEO JAN MILEAGE	112.23
Melanie Huntley Total					112.23
Melaragno MD., Albert J.	03/10/2026	755813	01-6500-0-5760-1190-5899-090-245	NPI Authorization	175.00
Melaragno MD., Albert J. Total					175.00
MetLife Small Market	03/23/2026	758626	01-0000-0- - -9573- -	April 2026 Basic Life Premium	9,947.81
MetLife Small Market	03/23/2026	758626	01-0000-0-0000-7600-3701-090-810	April 2026 Basic Life Premium	13.79
MetLife Small Market Total					9,961.60
MEYERS, MADELINE C	03/30/2026	760965	01-9044-0-1110-1000-5210-090-062	ELEM INQUIRY INSTITUTE -EXPLORATORIUM	58.79
MEYERS, MADELINE C Total					58.79
MIKAMO, STEPHANIE	03/19/2026	758136	01-0000-0-1110-1000-4320-032-070	STUDENTS & COUNSELORS PARTICIPATING IN MS VIS	178.45
MIKAMO, STEPHANIE Total					178.45
MONACO, BRENDAN	03/09/2026	755439	01-3010-0-1110-1000-4320-022-301	Material for sci Lab	69.78
MONACO, BRENDAN Total					69.78
MOSS, KIMBERLY A	03/30/2026	760927	01-9010-0-1110-1000-5810-090-174	CERTIFICATES 25-26 ABC IMAGING SF	307.19
MOSS, KIMBERLY A Total					307.19
Music & Arts CA Dept 5295	03/05/2026	754803	01-0000-0-1227-1000-4320-022-070	Band/Mariachi	1,094.33
Music & Arts CA Dept 5295	03/23/2026	758678	01-0805-0-1227-1000-4320-021-180	Music Supplies	1,208.14
Music & Arts CA Dept 5295	03/24/2026	759058	01-6770-0-1227-1000-4320-033-186	VAPA Supplies	9,084.75
Music & Arts CA Dept 5295 Total					11,387.22
National Science Teaching Association	03/10/2026	755817	01-9044-0-1110-1000-5210-090-064	NSTA Conference 2026	1,540.00
National Science Teaching Association Total					1,540.00
NAVARRO, KATRINA R	03/23/2026	758668	01-9240-0-1203-1000-4320-032-322	SUBSCRIPTION, GAME SNACKS & TEAM PIZZA	1,378.42
NAVARRO, KATRINA R	03/23/2026	758668	01-9240-0-1203-1000-5810-032-322	SUBSCRIPTION, GAME SNACKS & TEAM PIZZA	170.61
NAVARRO, KATRINA R	03/23/2026	758668	01-9240-0-1203-1000-5813-032-322	SUBSCRIPTION, GAME SNACKS & TEAM PIZZA	300.00
NAVARRO, KATRINA R Total					1,849.03
NCBOA	03/02/2026	753852	01-0000-0-1202-1000-5899-032-322	Officials Fee	9,260.00
NCBOA	03/02/2026	753852	01-9010-0-1203-1000-5899-032-322	Officials Fee	5,222.00
NCBOA	03/24/2026	759052	01-0000-0-1202-1000-5814-033-070	Athletics - Boys and Girls Basketball Officials	7,464.00
NCBOA	03/30/2026	760900	01-0000-0-1202-1000-5814-033-070	Athletics - Boys and Girls Basketball Officials	13,430.00
NCBOA Total					35,376.00
NELSON, SINEAD P	03/09/2026	755440	01-9010-0-1110-1000-5899-032-322	Online training	25.00
NELSON, SINEAD P Total					25.00
Nurmukhammad Abdybekov	03/09/2026	755454	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	170.01
Nurmukhammad Abdybekov	03/09/2026	755454	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	170.01
Nurmukhammad Abdybekov Total					340.02
ODP Business Solutions LLC	03/02/2026	753845	01-3010-0-1110-1000-4320-022-301	Supplies	39.31
ODP Business Solutions LLC	03/02/2026	753861	01-0000-0-0000-2424-4320-090-735	Open PO - Office Supplies	66.55
ODP Business Solutions LLC	03/16/2026	757110	01-0000-0-0000-2424-4320-090-735	Open PO - Office Supplies	639.94
ODP Business Solutions LLC	03/16/2026	757110	01-3410-0-5001-3900-4320-090-337	Office Supplies	1,687.25
ODP Business Solutions LLC	03/16/2026	757111	01-0000-0-1110-1000-4320-014-070	School Supplies	240.30
ODP Business Solutions LLC	03/16/2026	757111	01-0000-0-1110-1000-4320-022-070	Classroom Supplies	68.22
ODP Business Solutions LLC	03/16/2026	757111	01-0000-0-1110-1000-4320-032-070	Office Supplies	356.05
ODP Business Solutions LLC	03/16/2026	757111	01-3010-0-1110-1000-4320-022-301	Classroom Supplies	674.83
ODP Business Solutions LLC	03/16/2026	757111	01-9010-0-1110-1000-4320-010-356	School and Office Supplies	561.81
ODP Business Solutions LLC	03/19/2026	758125	01-3410-0-5001-3900-4320-090-337	Office Supplies	10.32
ODP Business Solutions LLC	03/19/2026	758126	01-0805-0-4760-1000-4320-022-123	Classroom Supplies	54.23

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
ODP Business Solutions LLC	03/24/2026	759068	01-0000-0-0000-7400-4320-090-715	HR Supplies for Recruitment	173.67
ODP Business Solutions LLC	03/24/2026	759068	01-0805-0-1110-1000-4320-025-180	Toner Markers Pencils	2,307.36
ODP Business Solutions LLC	03/24/2026	759068	01-9010-0-1110-1000-4320-002-356	Classroom Materials	769.90
ODP Business Solutions LLC	03/25/2026	759342	01-0000-0-0000-2424-4320-090-735	Open PO - Office Supplies	174.84
ODP Business Solutions LLC	03/25/2026	759342	01-0000-0-0000-7350-4320-090-717	Office Supplies	346.10-
ODP Business Solutions LLC	03/25/2026	759342	01-0000-0-0000-8200-4320-007-070	Support Supplies	368.15
ODP Business Solutions LLC	03/25/2026	759342	01-0000-0-1110-1000-4320-007-070	Desk for Teacher	496.80
ODP Business Solutions LLC	03/25/2026	759342	01-3010-0-1110-1000-4320-022-301	Classroom Supplies	19.58
ODP Business Solutions LLC	03/25/2026	759342	01-3010-0-1110-2495-4320-007-301	Support Supplies	967.69
ODP Business Solutions LLC	03/30/2026	760907	01-9010-0-1110-1000-4320-002-356	Classroom Materials	6.86
ODP Business Solutions LLC	03/30/2026	760908	01-0000-0-0000-2424-4320-090-735	Open PO - Office Supplies	16.00
ODP Business Solutions LLC	03/30/2026	760993	01-0000-0-0000-2424-4320-090-735	Open PO - Office Supplies	377.65
ODP Business Solutions LLC	03/30/2026	760993	01-0000-0-0000-7150-4320-090-714	Office Supples	358.19
ODP Business Solutions LLC	03/30/2026	760993	01-0000-0-0000-7400-4320-090-715	HR Supplies for Recruitment	69.79
ODP Business Solutions LLC	03/30/2026	760993	01-0000-0-1110-1000-4320-009-070	Supplies	259.48
ODP Business Solutions LLC	03/30/2026	760993	01-0000-0-1110-1000-4320-033-070	Science Supplies	533.44
ODP Business Solutions LLC	03/30/2026	760993	01-3010-0-1110-1000-4320-007-301	Supplemental Instructional Materials	786.93
ODP Business Solutions LLC Total					11,739.04
OLIVA, CATHERINE	03/16/2026	757067	01-6500-0-5760-2490-5820-090-245	APPIAN WMS FEB 26 MILEAGE	15.81
OLIVA, CATHERINE	03/16/2026	757067	01-6500-0-5760-2490-5820-090-245	APPIAN WMS JAN 26 (B) MILEAGE	2.04
OLIVA, CATHERINE	03/16/2026	757067	01-6500-0-5760-2490-5820-090-245	APPIAN WMS JAN 26 MILEAGE	15.30
OLIVA, CATHERINE Total					33.15
Orlando Duarte	03/16/2026	757068	01-6500-0-5760-2490-5820-090-230	VALENCIA SPECTRUM DEC 25 MILEAGE	147.00
Orlando Duarte	03/16/2026	757068	01-6500-0-5760-2490-5820-090-230	VALENCIA SPECTRUM JAN 26 MILEAGE	206.72
Orlando Duarte	03/16/2026	757068	01-6500-0-5760-2490-5820-090-230	VALENCIA SPECTRUM JUNE25 MILEAGE	52.50
Orlando Duarte Total					406.22
Otis Elevator Company	03/03/2026	754197	01-0000-0-0000-8200-5600-090-760	Open P.O. - Monitoring of Elevators	2,002.40
Otis Elevator Company	03/30/2026	760983	01-0000-0-0000-8200-5600-090-760	Open P.O. - Monitoring of Elevators	3,303.70
Otis Elevator Company Total					5,306.10
Outdoor Supply Hardware	03/05/2026	754830	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc. Supplies	340.61
Outdoor Supply Hardware Total					340.61
P G & E	03/12/2026	756398	01-0000-0-0000-8200-5510-090-760	Gas & Electric Services	291,981.31
P G & E Total					291,981.31
PARTNERS IN SCHOOL INNOVATION	03/02/2026	753846	01-9010-0-1110-1000-5899-090-390	Partners in School Innovation (PSI)	149,500.00
PARTNERS IN SCHOOL INNOVATION Total					149,500.00
PARTS TOWN LLC	03/05/2026	754797	01-8150-0-0000-8110-4320-090-741	Open P.O. for Facilities Supplies	63.97
PARTS TOWN LLC Total					63.97
PENA, ROGER	03/16/2026	757069	01-6500-0-5760-2490-5820-090-245	CYMBIDIUM JS ELEM JAN 26 MILEAGE	40.60
PENA, ROGER Total					40.60
Peninsula Conflict Resolution Center	03/02/2026	753847	01-0000-0-0000-7400-5899-090-715	Consulting Services	8,490.00
Peninsula Conflict Resolution Center Total					8,490.00
Phoenix Transportation	03/02/2026	753853	01-0000-0-1202-3900-5821-033-322	Athletic Transportation	5,605.74
Phoenix Transportation	03/03/2026	754198	01-0000-0-1227-3900-5821-033-322	Band Transportation	2,310.21
Phoenix Transportation	03/09/2026	755423	01-6387-0-3800-1000-5821-033-394	CTE Tech Museum Field Trip Transportation	2,829.08
Phoenix Transportation	03/09/2026	755423	01-6388-0-3800-1000-5821-090-318	CTE Tech Museum Field Trip Transportation	8,122.20
Phoenix Transportation	03/30/2026	760955	01-0000-0-1227-3900-5821-033-322	Band Transportation	2,120.95
Phoenix Transportation Total					20,988.18
Pionic Unit Construction Inc.	03/10/2026	755802	01-8150-0-0000-8110-5899-090-741	Installation of New Aluminum Roof Gutter at Maint.	11,230.00
Pionic Unit Construction Inc.	03/10/2026	755818	01-8150-0-0000-8110-5899-090-741	Installation of New Aluminum Roof Gutter at Bldgs	3,800.00
Pionic Unit Construction Inc.	03/10/2026	755818	01-8150-0-0000-8110-5899-090-741	Installation of New Aluminum Roof Gutter at DO	4,000.00
Pionic Unit Construction Inc.	03/16/2026	757048	01-8150-0-0000-8110-5899-032-741	Replacement of Existing Chainlink Fence at ECHS	43,500.00
Pionic Unit Construction Inc. Total					62,530.00
Plushy Feely Corp Kimochis	03/16/2026	757103	01-0000-0-0000-2100-4320-090-762	25-26 TK Order	1,839.69
Plushy Feely Corp Kimochis Total					1,839.69
PRASAD, SEEMAA S	03/23/2026	758669	01-0805-0-1110-1000-4322-031-180	PD FOOD - TAQUERIA MI DURANGO II	262.39
PRASAD, SEEMAA S	03/30/2026	760928	01-0805-0-1110-1000-4320-031-180	PBIS ACTIVITY TERM 4 TOP CR EARNER	132.95
PRASAD, SEEMAA S Total					395.34

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
PRIMO BRANDS BLUE TRITON BRANDS, INC	03/10/2026	755833	01-9107-0-1110-1000-4322-033-356	Water Delivery Service	73.95
PRIMO BRANDS BLUE TRITON BRANDS, INC	03/16/2026	757074	01-0000-0-1110-1000-4322-032-070	Drinking Water Supply	288.39
PRIMO BRANDS BLUE TRITON BRANDS, INC Total					362.34
Protech	03/09/2026	755424	01-8150-0-0000-8110-5899-031-741	Baden Adult Ed Mold Inspection and Air Sampling	2,040.00
Protech Total					2,040.00
PUBILL, CHRISTINE M	03/10/2026	755799	01-0000-0-0000-3900-5210-090-501	83 CASC 10/15-17/25 Riverside	815.02
PUBILL, CHRISTINE M Total					815.02
QUIJADA MALDONADO, VANESSA	03/30/2026	760929	01-3010-0-1110-1000-5815-007-301	FIELDTRIP TO CA ACADEMY OF SCIENCE	988.90
QUIJADA MALDONADO, VANESSA Total					988.90
R & H Wholesale Supply Inc	03/02/2026	753862	01-8150-0-0000-8110-4320-090-741	Open P.O. - Locksmith Supplies	2,598.20
R & H Wholesale Supply Inc	03/05/2026	754792	01-8150-0-0000-8110-4320-090-741	Open P.O. - Locksmith Supplies	36.50
R & H Wholesale Supply Inc	03/09/2026	755425	01-8150-0-0000-8110-4320-090-741	Open P.O. - Locksmith Supplies	474.06
R & H Wholesale Supply Inc	03/16/2026	757104	01-8150-0-0000-8110-4320-090-741	Open P.O. - Locksmith Supplies	4,389.81
R & H Wholesale Supply Inc Total					7,498.57
RAMAHI, JOSEPH S	03/19/2026	758137	01-9010-0-1110-1000-4320-090-360	PLANT TISSUE/HORMONES	312.77
RAMAHI, JOSEPH S Total					312.77
REBEKAH MARIE WILL REBEKAH WILL AUDIOLOGY PC	03/10/2026	755819	01-0000-0-1110-3150-5899-090-501	Audiology Services	1,750.00
REBEKAH MARIE WILL REBEKAH WILL AUDIOLOGY PC	03/19/2026	758171	01-6500-0-5760-1190-5899-090-245	Audiology Services	2,100.00
REBEKAH MARIE WILL REBEKAH WILL AUDIOLOGY PC	03/23/2026	758650	01-6500-0-5760-1190-5899-090-245	Audiology Services	1,750.00
REBEKAH MARIE WILL REBEKAH WILL AUDIOLOGY PC Total					5,600.00
Refrigeration Supplies Distributor	03/30/2026	760984	01-8150-0-0000-8110-4320-090-741	Open P.O. - Plumbing/HVAC Supplies	155.84
Refrigeration Supplies Distributor Total					155.84
REHDER, JILL S	03/10/2026	755798	01-9219-0-1201-1000-4320-032-356	Blicks	38.65
REHDER, JILL S Total					38.65
Rene Colato Lainez	03/30/2026	760956	01-3010-0-1110-1000-5899-007-301	Reading with Author Assembly	500.00
Rene Colato Lainez Total					500.00
RESIDEO LLC, DBA ADI	03/24/2026	759059	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc. Electrical Supplies	211.21
RESIDEO LLC, DBA ADI	03/30/2026	760905	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc. Electrical Supplies	14.68
RESIDEO LLC, DBA ADI Total					225.89
Resource Solutions Of Sf Group	03/10/2026	755834	01-0000-0-0000-0000-9320-000-	Warehouse Restock - Liners #008529	2,283.64
Resource Solutions Of Sf Group	03/12/2026	756411	01-8150-0-0000-8110-4320-090-741	Open P.O. - Custodial Supplies	1,718.33
Resource Solutions Of Sf Group	03/16/2026	757076	01-0000-0-0000-0000-9320-000-	Warehouse Restock - Liners #008529	1,712.73
Resource Solutions Of Sf Group	03/16/2026	757076	01-0000-0-0000-8200-6410-032-759	Custodial Supplies & Equipment	5,491.83
Resource Solutions Of Sf Group	03/17/2026	757405	01-0000-0-0000-8200-4320-032-759	Custodial Supplies & Equipment	4,214.77
Resource Solutions Of Sf Group	03/17/2026	757405	01-0000-0-0000-8200-4420-032-759	Custodial Supplies & Equipment	933.94
Resource Solutions Of Sf Group	03/17/2026	757405	01-0000-0-0000-8200-6410-032-759	Custodial Supplies & Equipment	124.21-
Resource Solutions Of Sf Group	03/24/2026	759060	01-0000-0-0000-8200-4320-032-759	Custodial Supplies & Equipment	1,736.74
Resource Solutions Of Sf Group Total					17,967.77
Revival Tree Service Inc Jose D Flores Marales	03/05/2026	754831	01-8150-0-0000-8110-5899-032-741	Tree Removal ECHS	3,000.00
Revival Tree Service Inc Jose D Flores Marales Total					3,000.00
REYES, RAY A	03/09/2026	755441	01-9247-0-1110-1000-4420-032-322	WRESTLING SUPPLIES	1,028.46
REYES, RAY A	03/09/2026	755441	01-9247-0-1202-1000-4320-032-322	CCS PATCHES	195.00
REYES, RAY A	03/09/2026	755441	01-9247-0-1202-1000-4320-032-322	SPORTS Shipping paid in full	648.12
REYES, RAY A	03/09/2026	755441	01-9247-0-1202-1000-5899-032-322	HOTEL FOR CCS TOURNAMENT	819.92
REYES, RAY A	03/16/2026	757070	01-9247-0-1202-1000-5899-032-322	HOTEL FOR WRESTLING TEAM CHICO CA	202.81
REYES, RAY A Total					2,894.31
Riddell All American Sports	03/10/2026	755820	01-0000-0-1202-1000-5600-032-322	Reconditioning of Athletic Equipment	1,513.24
Riddell All American Sports	03/12/2026	756393	01-0000-0-1202-1000-5600-032-322	Reconditioning of Athletic Equipment	64.77
Riddell All American Sports Total					1,578.01
Rifton Equipment	03/23/2026	758656	01-6500-0-5760-1190-4320-090-215	Adaptive Equipment	510.93
Rifton Equipment Total					510.93
Right at School LLC	03/05/2026	754798	01-2600-0-0000-8200-5899-090-358	ELOP	67,272.72
Right at School LLC	03/31/2026	761291	01-2600-0-0000-8200-5899-090-358	ELOP	67,272.72
Right at School LLC Total					134,545.44
RINGSEIS, MARLIS C	03/09/2026	755442	01-9219-0-1219-1000-4320-032-356	CULINARY SUPPLIES	85.89
RINGSEIS, MARLIS C	03/19/2026	758138	01-6387-0-3800-1000-5210-090-394	CTE EDUCATING FOR CAREERS	222.44
RINGSEIS, MARLIS C	03/23/2026	758611	01-9219-0-1219-1000-4320-032-356	CTE CULINARYS ARTS	20.47

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
RINGSEIS, MARLIS C	03/24/2026	759066	01-0000-0-1219-1000-4320-032-070	CULINARY ARTS CONSUMMABLES	25.26
RINGSEIS, MARLIS C	03/30/2026	760995	01-6387-0-3800-1000-4320-090-394	CTE BUSINESS EQUIPMENT	388.38
RINGSEIS, MARLIS C	03/30/2026	760995	01-6387-0-3800-1000-5810-090-394	CTE BUSINESS EQUIPMENT	104.37
RINGSEIS, MARLIS C Total					846.81
Ro Health	03/09/2026	755457	01-6500-0-5760-3140-5899-090-245	NPA - Ro Health	6,884.65
Ro Health	03/10/2026	755814	01-6500-0-5760-3140-5899-090-245	NPA - Ro Health	5,682.23
Ro Health	03/25/2026	759343	01-6500-0-5760-3140-5899-090-245	NPA - Ro Health	23,143.35
Ro Health	03/30/2026	760910	01-6500-0-5760-3140-5899-090-245	NPA - Ro Health	6,213.54
Ro Health Total					41,923.77
Robert Ettare	03/09/2026	755455	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	170.01
Robert Ettare	03/09/2026	755455	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	170.01
Robert Ettare Total					340.02
Robert Half	03/05/2026	754841	01-0000-0-0000-3900-5899-090-503	Student & Family Services - Temp Staff	1,717.98
Robert Half	03/16/2026	757105	01-0000-0-0000-7400-5899-090-715	HR Temporary Staffing	5,877.90
Robert Half	03/24/2026	759053	01-0000-0-0000-7400-5899-090-715	HR Temporary Staffing	4,176.08
Robert Half Total					11,771.96
ROBLE, VERONIKA	03/23/2026	758670	01-0000-0-0000-7490-4320-090-715	INTERVIEW DAY MATERIAL	67.92
ROBLE, VERONIKA Total					67.92
ROCKETT, JENNIFER D	03/16/2026	757100	01-6387-0-3800-1000-5210-090-394	EDUCATING FOR CAREER, SACRAMENTO	203.72
ROCKETT, JENNIFER D Total					203.72
Rosina Keren	03/10/2026	755829	01-9305-0-1110-3110-5802-090-505	Clinical Supervision	2,600.00
Rosina Keren Total					2,600.00
Royal Pin Donuts Inc Royal Donuts	03/05/2026	754832	01-0000-0-1110-1000-4322-022-070	Open PO - Food for Engagement/Meetings	181.50
Royal Pin Donuts Inc Royal Donuts	03/05/2026	754842	01-0000-0-0000-3110-4322-090-503	Open PO - Food for Meetings	1,451.85
Royal Pin Donuts Inc Royal Donuts	03/09/2026	755417	01-0000-0-0000-3110-4322-090-503	Open PO - Food for Meetings	53.95
Royal Pin Donuts Inc Royal Donuts	03/16/2026	757113	01-0000-0-0000-7150-4322-090-714	Open PO - Food for Meetings	51.75
Royal Pin Donuts Inc Royal Donuts	03/19/2026	758172	01-0000-0-1110-1000-4322-090-762	Open PO - T&L Food	162.50
Royal Pin Donuts Inc Royal Donuts	03/19/2026	758172	01-9010-0-1110-1000-4322-090-174	Open PO - Food for Meetings	125.20
Royal Pin Donuts Inc Royal Donuts	03/23/2026	758623	01-0000-0-0000-3110-4322-090-503	Open PO - Food for Meetings	28.00
Royal Pin Donuts Inc Royal Donuts	03/23/2026	758679	01-0000-0-0000-3110-4322-090-503	Open PO - Food for Meetings	192.95
Royal Pin Donuts Inc Royal Donuts Total					2,247.70
Safety-Kleen Systems Inc.	03/10/2026	755835	01-0000-0-0000-8200-5860-090-760	Open P.O. - Solvent Tank Service & Maintenance	259.00
Safety-Kleen Systems Inc.	03/30/2026	760985	01-0000-0-0000-8200-5860-090-760	Open P.O. - Solvent Tank Service & Maintenance	437.16
Safety-Kleen Systems Inc. Total					696.16
Samanta Beltran	03/30/2026	760980	01-0000-0-0000-2424-5803-090-735	Website Consultant	7,080.00
Samanta Beltran Total					7,080.00
San Francisco Giants Enterprises LLC	03/09/2026	755427	01-7399-0-1110-1000-5899-031-311	Career Day Tickets	920.00
San Francisco Giants Enterprises LLC Total					920.00
San Mateo County Behavioral Health & Recovery	03/23/2026	758651	01-6500-0-5760-3120-5870-090-245	NPA - San Mateo BHRS	22,250.00
San Mateo County Behavioral Health & Recovery Total					22,250.00
San Mateo Union High District	03/05/2026	754843	01-3010-0-1110-1000-5821-007-301	Buses for Field Trips	2,479.22
San Mateo Union High District Total					2,479.22
Scholastic Inc	03/30/2026	760957	01-9010-0-1110-1000-4200-002-356	1st Grade Books	299.41
Scholastic Inc Total					299.41
School Personnel Commissioners Association of Northern	03/16/2026	757093	01-0000-0-0000-7490-5210-090-716	2026 CSPCA 54th Annual Conference	2,547.00
School Personnel Commissioners Association of Northern Total					2,547.00
School Safety Solutions LLC Ronald Dean Mansfield	03/23/2026	758680	01-0000-0-0000-8200-5899-090-760	Open P.O. - Hazardous Waste Safety Program	3,000.00
School Safety Solutions LLC Ronald Dean Mansfield Total					3,000.00
School Specialty LLC	03/02/2026	753854	01-9010-0-1110-1000-4320-010-356	School Supplies	142.03
School Specialty LLC	03/30/2026	760958	01-9010-0-1110-1000-4320-010-356	School Supplies	1,230.25
School Specialty LLC Total					1,372.28
Scoot Education Inc.	03/02/2026	753843	01-0000-0-0000-7400-5899-090-720	Temp Svc - JS-ES	5,129.25
Scoot Education Inc.	03/02/2026	753843	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC-ES	11,343.52
Scoot Education Inc.	03/02/2026	753843	01-0000-0-0000-7400-5899-090-720	Temp Svc - PKWYMS	1,424.00
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc AD ED	5,962.57
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc ATLMS	11,173.52
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc BURI BURI ES	7,976.77

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc JS ES	8,153.00
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc LC ES	9,755.04
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc POND ES	10,644.59
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc PRKWY MS	10,621.04
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc SPRUCE ES	19,017.48
Scoot Education Inc.	03/05/2026	754828	01-0000-0-0000-7400-5899-090-720	Temp Svc SSG ES	8,546.04
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- ALTMS	2,116.49
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- BADEN HS	1,591.04
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- ECHS	6,391.00
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- JS ES	3,481.04
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- MARTIN ES	3,441.52
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- MV ES	1,949.28
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- POND ES	3,481.52
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- PRKWY MS	4,635.71
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- SKYLINE ES	3,592.02
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- SSFHS	1,666.00
Scoot Education Inc.	03/05/2026	754829	01-0000-0-0000-7400-5899-090-720	Temp Svc- WBMS	3,524.57
Scoot Education Inc.	03/09/2026	755412	01-0000-0-0000-7400-5899-090-720	Temp Svc ECHS	10,153.04
Scoot Education Inc.	03/09/2026	755412	01-0000-0-0000-7400-5899-090-720	Temp Svc SSFHS	15,743.52
Scoot Education Inc.	03/09/2026	755412	01-0000-0-0000-7400-5899-090-720	Temp Svc SSG ES	3,261.50
Scoot Education Inc.	03/09/2026	755412	01-0000-0-0000-7400-5899-090-720	Temp Svc WBMS	5,303.76
Scoot Education Inc.	03/09/2026	755413	01-0000-0-0000-7400-5899-090-720	Temp Svc- LC ES	5,904.01
Scoot Education Inc.	03/09/2026	755413	01-0000-0-0000-7400-5899-090-720	Temp Svc- MARTIN ES	638.96
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - AD ED	254.00
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - ALMS	1,225.98
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - ECHS	3,145.00
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - MARTIN ES	309.68
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - MV ES	2,744.80
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - SKYLINE ES	2,233.80
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSFHS	4,117.16
Scoot Education Inc.	03/16/2026	757054	01-0000-0-0000-7400-5899-090-720	Temp Svc - WBMS	3,444.70
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - AD ED	5,426.75
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - BADEN HS	1,969.04
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - BURI BURI ES	8,493.81
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - JS ES	6,101.78
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	18,428.91
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - MARTIN ES	7,193.04
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - POND ES	4,533.04
Scoot Education Inc.	03/16/2026	757072	01-0000-0-0000-7400-5899-090-720	Temp Svc - PRKWY MS	5,776.06
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - ALMS	7,253.04
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - ECHS	15,239.04
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - JS ES	3,461.28
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - POND ES	4,720.23
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - PRKWY MS	11,529.04
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - SPRUCE ES	22,744.21
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSFHS	20,383.80
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSG ES	2,318.25
Scoot Education Inc.	03/16/2026	757073	01-0000-0-0000-7400-5899-090-720	Temp Svc - WBMS	4,209.28
Scoot Education Inc.	03/16/2026	757095	01-0000-0-0000-7400-5899-090-720	Temp svc - AD ED	632.00
Scoot Education Inc.	03/16/2026	757095	01-0000-0-0000-7400-5899-090-720	Temp svc - JS ES	1,570.96
Scoot Education Inc.	03/16/2026	757095	01-0000-0-0000-7400-5899-090-720	Temp svc - MV ES	1,969.04
Scoot Education Inc.	03/16/2026	757095	01-0000-0-0000-7400-5899-090-720	Temp svc - POND ES	5,316.00
Scoot Education Inc.	03/16/2026	757095	01-0000-0-0000-7400-5899-090-720	Temp svc - SPRUCE ES	4,639.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc - BADEN HS	3,196.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	4,932.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -AD ED	2,137.38
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -BURI BURI ES	269.50

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -BURI BURI ES	3,360.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -JS ES	4,520.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -LC ES	629.16
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -MV ES	2,564.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -SKYLINE ES	2,638.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -SPRUCE ES	1,512.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -SSG ES	6,868.00
Scoot Education Inc.	03/16/2026	757096	01-0000-0-0000-7400-5899-090-720	Temp Svc -WBMS	4,898.00
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - AD ED	6,885.22-
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - ALMS	8,554.00
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - ECHS	7,954.00
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - JS ES	1,531.25
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	3,446.88-
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - MARTIN ES	9,896.00
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - POND ES	9,282.75
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - PRKWY MS	9,559.53
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - SKYLINE ES	318.50
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - SPRUCE ES	3,402.00
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSFHS	17,329.00
Scoot Education Inc.	03/16/2026	757097	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSG ES	1,336.00
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - ALMS	8,223.16
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - BURI BURI ES	2,816.04
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - ECHS	5,099.24
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	13,512.80
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - MARTIN ES	3,481.04
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - POND ES	4,484.80
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - SKYLINE ES	821.24
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSFHS	3,114.50
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSG ES	1,589.07
Scoot Education Inc.	03/23/2026	758649	01-0000-0-0000-7400-5899-090-720	Temp Svc - WBMS	4,796.12
Scoot Education Inc.	03/23/2026	758657	01-0000-0-0000-7400-5899-090-720	Temp Svc - AD ED	378.00
Scoot Education Inc.	03/23/2026	758657	01-0000-0-0000-7400-5899-090-720	Temp Svc - BADEN HS	1,591.04
Scoot Education Inc.	03/23/2026	758657	01-0000-0-0000-7400-5899-090-720	Temp Svc - JS ES	2,366.80
Scoot Education Inc.	03/23/2026	758657	01-0000-0-0000-7400-5899-090-720	Temp Svc - MV ES	1,988.80
Scoot Education Inc.	03/23/2026	758657	01-0000-0-0000-7400-5899-090-720	Temp Svc - SKYLINE ES	1,988.80
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - AD ED	6,362.71
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - ECHS	15,202.80
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - JS ES	7,641.36
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	8,083.43
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - POND ES	3,100.23
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - PRKWY MS	13,986.52
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - SPRUCE ES	18,756.05
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSFHS	15,876.80
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSG ES	3,878.80
Scoot Education Inc.	03/23/2026	758660	01-0000-0-0000-7400-5899-090-720	Temp Svc - WBMS	6,014.80
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - BURI BURI ES	6,770.80
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	11,988.80
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - MARTIN ES	4,615.04
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - POND ES	4,896.80
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - SKYLINE ES	1,969.04
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - SPRUCE ES	11,852.18
Scoot Education Inc.	03/30/2026	760974	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSFHS	3,963.85
Scoot Education Inc.	03/30/2026	760975	01-0000-0-0000-7400-5899-090-720	Temp Svc. - JS ES	9,441.62
Scoot Education Inc.	03/30/2026	760975	01-0000-0-0000-7400-5899-090-720	Temp Svc. - JS ES	6,524.80
Scoot Education Inc.	03/30/2026	760975	01-0000-0-0000-7400-5899-090-720	Temp Svc. - PRKWY MS	9,810.00
Scoot Education Inc.	03/30/2026	760975	01-0000-0-0000-7400-5899-090-720	Temp Svc. - SPRUCE ES	11,290.80
Scoot Education Inc.	03/30/2026	760975	01-0000-0-0000-7400-5899-090-720	Temp Svc. - SSG ES	7,246.80

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Scoot Education Inc.	03/30/2026	760975	01-0000-0-0000-7400-5899-090-720	Temp Svc. -AD ED	6,350.58
Scoot Education Inc.	03/30/2026	760976	01-0000-0-0000-7400-5899-090-720	Temp Svc - BADEN HS	1,591.04
Scoot Education Inc.	03/30/2026	760976	01-0000-0-0000-7400-5899-090-720	Temp Svc - BURI BURI ES	1,445.01
Scoot Education Inc.	03/30/2026	760976	01-0000-0-0000-7400-5899-090-720	Temp Svc - ECHS	3,587.41
Scoot Education Inc.	03/30/2026	760976	01-0000-0-0000-7400-5899-090-720	Temp Svc - WBMS	4,781.42
Scoot Education Inc.	03/31/2026	761299	01-0000-0-0000-7400-5899-090-720	Temp Svc - LC ES	10,697.53
Scoot Education Inc.	03/31/2026	761299	01-0000-0-0000-7400-5899-090-720	Temp Svc - PRKWY MS	5,761.06
Scoot Education Inc.	03/31/2026	761299	01-0000-0-0000-7400-5899-090-720	Temp Svc - SSG ES	1,744.40
Scoot Education Inc.	03/31/2026	761300	01-0000-0-0000-7400-5899-090-720	Temp Svc. - ECHS	10,375.04
Scoot Education Inc.	03/31/2026	761300	01-0000-0-0000-7400-5899-090-720	Temp Svc. - POND ES	5,473.85
Scoot Education Inc.	03/31/2026	761300	01-0000-0-0000-7400-5899-090-720	Temp Svc. - SSFHS	15,826.80
Scoot Education Inc.	03/31/2026	761300	01-0000-0-0000-7400-5899-090-720	Temp Svc. - WBMS	4,308.80
Scoot Education Inc.	03/31/2026	761301	01-0000-0-0000-7400-5899-090-720	Temp Svc - ALMS	9,540.80
Scoot Education Inc.	03/31/2026	761301	01-0000-0-0000-7400-5899-090-720	Temp Svc - MARTIN ES	578.69
Scoot Education Inc. Total					791,947.40
Sehi Computer Products Inc	03/30/2026	760959	01-0000-0-0000-7340-4320-090-717	Toner	1,454.67
Sehi Computer Products Inc Total					1,454.67
SEIGEL, SATHYA D	03/19/2026	758140	01-9010-0-1110-1000-4320-090-316	CUTTING CARD SORTS	54.37
SEIGEL, SATHYA D Total					54.37
SEPEHR, SARAH	03/30/2026	760966	01-9044-0-1110-1000-5210-090-062	SCIENCE INNOVATORS -EXPLORATORIUM	44.15
SEPEHR, SARAH Total					44.15
Service Press Inc.	03/19/2026	758130	01-0000-0-0000-7400-5810-090-715	HR Buisness Cards	70.43
Service Press Inc. Total					70.43
SHELTON, LORI C	03/30/2026	760996	01-8150-0-0000-8110-5210-090-741	CASH 47TH ANNUAL CONFER	249.28
SHELTON, LORI C Total					249.28
Siemens Industry Inc.	03/03/2026	754199	01-8150-0-0000-8110-4320-090-741	Open P.O. for Supplies for Fire Alarm Systems	1,330.16
Siemens Industry Inc.	03/03/2026	754199	01-8150-0-0000-8110-5600-090-741	Open P.O. for Supplies for Fire Alarm Systems	1,085.84
Siemens Industry Inc. Total					2,416.00
Silicon Valley Sports Officials Association	03/30/2026	760981	01-9010-0-1202-1000-5899-032-322	Officials' Fees	1,064.00
Silicon Valley Sports Officials Association Total					1,064.00
Silverspot Graphics	03/10/2026	755803	01-9247-0-1202-1000-5810-032-322	Wrestling Uniforms	384.25
Silverspot Graphics Total					384.25
SKOLD, CARNEY B	03/19/2026	758141	01-7370-0-3800-1000-5210-090-368	EDUCATING CAREERS-SACRAMENTO, CA	177.68
SKOLD, CARNEY B Total					177.68
Smart Sign/Xpressmyself.com	03/30/2026	760960	01-0000-0-0000-7300-5810-090-717	N- Tags for Technology	697.04
Smart Sign/Xpressmyself.com Total					697.04
SMCOE	03/05/2026	754833	01-0805-0-1110-1000-5210-013-180	CRLP Conference	2,033.90
SMCOE Total					2,033.90
SMCOE County School Service Fund	03/30/2026	760961	01-0801-0-1110-1000-5210-090-177	Conf Shaping the Future of Math	2,800.00
SMCOE County School Service Fund Total					2,800.00
Sonitrol/pacific West Security	03/24/2026	759037	01-8150-0-0000-8300-5806-090-129	Open P.O. for Alarm System Monitoring	10,693.00
Sonitrol/pacific West Security Total					10,693.00
Soul Shoppe	03/17/2026	757400	01-3010-0-1110-1000-5899-008-301	Social Emotional Learning Assemblies & Workshops	8,900.00
Soul Shoppe Total					8,900.00
South City Lumber & Supply	03/09/2026	755421	01-6383-0-3800-1000-4320-033-314	Open PO - Construction Supplies	659.34
South City Lumber & Supply	03/09/2026	755421	01-8150-0-0000-8110-4320-090-741	Open P.O. for Misc Maintenance Supplies	3,490.74
South City Lumber & Supply	03/10/2026	755801	01-8150-0-0000-8110-4320-090-741	Open P.O. for Misc Maintenance Supplies	10.94
South City Lumber & Supply Total					4,161.02
South City Star Smog Test Only	03/02/2026	753863	01-0000-0-0000-8200-5899-090-760	Open P.O. - Vehicle Maintenance/Smog Testing	286.80
South City Star Smog Test Only	03/05/2026	754834	01-0000-0-0000-8200-5899-090-760	Open P.O. - Vehicle Maintenance/Smog Testing	71.70
South City Star Smog Test Only	03/16/2026	757049	01-0000-0-0000-8200-5899-090-760	Open P.O. - Vehicle Maintenance/Smog Testing	71.70
South City Star Smog Test Only	03/23/2026	758681	01-0000-0-0000-8200-5899-090-760	Open P.O. - Vehicle Maintenance/Smog Testing	71.70
South City Star Smog Test Only Total					501.90
South San Francisco Scavenger	03/16/2026	757050	01-0000-0-0000-8200-5540-090-760	Open P.O. - Garbage Pick Up	8,399.60
South San Francisco Scavenger Total					8,399.60
South San Francisco Tire Service Inc.	03/12/2026	756412	01-8150-0-0000-8110-4320-090-741	Open P.O. for Vehicle Maintenance Parts	2,266.26
South San Francisco Tire Service Inc.	03/16/2026	757106	01-8150-0-0000-8110-4320-090-741	Open P.O. for Vehicle Maintenance Parts	957.92

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
South San Francisco Tire Service Inc.	03/23/2026	758682	01-8150-0-0000-8110-4320-090-741	Open P.O. for Vehicle Maintenance Parts	1,512.14
South San Francisco Tire Service Inc. Total					4,736.32
Spark Innovation LLC Diane Sweeney Consulting	03/16/2026	757114	01-0000-0-1110-1000-5802-090-762	Essential Guide for Student-Centered Coaching	395.00
Spark Innovation LLC Diane Sweeney Consulting Total					395.00
SPECIALTY'S CAFE & BAKERY	03/16/2026	757077	01-0000-0-1110-1000-4322-090-762	Open PO - Food for Meetings	1,180.87
SPECIALTY'S CAFE & BAKERY	03/16/2026	757115	01-0000-0-0000-7400-4322-090-715	Open PO - Food for Meetings	185.54
SPECIALTY'S CAFE & BAKERY	03/24/2026	759054	01-0000-0-0000-7400-4322-090-715	Open PO - Food for Meetings	242.06
SPECIALTY'S CAFE & BAKERY Total					1,608.47
Spectrum Center Schools	03/10/2026	755815	01-6500-0-5760-1180-5820-090-230	NPS - Spectrum	4,963.44
Spectrum Center Schools	03/10/2026	755815	01-6500-0-5760-1180-5870-090-230	NPS - Spectrum	41,748.53
Spectrum Center Schools	03/10/2026	755815	01-6500-0-5760-1180-5880-090-230	NPS - Spectrum	69,785.10
Spectrum Center Schools	03/10/2026	755815	01-6500-0-5760-1180-5899-090-230	NPS - Spectrum	2,884.20
Spectrum Center Schools	03/23/2026	758652	01-6500-0-5760-1180-5870-090-230	NPS - Spectrum	5,391.75
Spectrum Center Schools	03/23/2026	758652	01-6500-0-5760-1180-5880-090-230	NPS - Spectrum	9,015.30
Spectrum Center Schools	03/23/2026	758652	01-6500-0-5760-1180-5899-090-230	NPS - Spectrum	441.60
Spectrum Center Schools	03/30/2026	760911	01-6500-0-5760-1180-5820-090-230	NPS - Spectrum	3,945.45
Spectrum Center Schools	03/30/2026	760911	01-6500-0-5760-1180-5870-090-230	NPS - Spectrum	31,491.60
Spectrum Center Schools	03/30/2026	760911	01-6500-0-5760-1180-5880-090-230	NPS - Spectrum	54,759.60
Spectrum Center Schools	03/30/2026	760911	01-6500-0-5760-1180-5899-090-230	NPS - Spectrum	2,277.00
Spectrum Center Schools Total					226,703.57
Spindle	03/05/2026	754835	01-0000-0-0000-7400-5899-090-715	Substitute Staffing	2,458.00
Spindle	03/17/2026	757406	01-0000-0-0000-7400-5899-090-715	Substitute Staffing	4,900.00
Spindle Total					7,358.00
Sportsnet Inc.	03/05/2026	754804	01-0000-0-0000-7400-5813-090-715	Sportsnet Inc Subcription	3,550.00
Sportsnet Inc. Total					3,550.00
Ssf Federation Of Adult Educat	03/19/2026	758166	01-0000-0- - -9589- -	Reissue of stale dated chk#63720	713.88
Ssf Federation Of Adult Educat Total					713.88
SSFUSD - DEDAP	03/05/2026	754799	01-2600-0-0000-8200-5899-090-358	ELOP	18,795.00
SSFUSD - DEDAP Total					18,795.00
STAGE DEPOT, THE	03/05/2026	754805	01-0000-0-1110-1000-6410-021-070	Dual Height Stage System	5,241.07
STAGE DEPOT, THE Total					5,241.07
Staples Advantage	03/05/2026	754836	01-0000-0-1110-1000-4320-032-070	Supplies for Copy Room	143.77
Staples Advantage Total					143.77
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5841-090-715	feb 2026 fingerprinting	705.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5841-090-715	Jan 2026 fingerprinting	910.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5841-090-715	July 2025 fingerprinting	141.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5840-090-715	Aug 2025 fingerprinting	1,091.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5840-090-715	feb 2026 fingerprinting	527.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5840-090-715	Jan 2026 fingerprinting	237.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5840-090-715	July 2025 fingerprinting	989.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit	03/24/2026	759061	01-0000-0-0000-7400-5841-090-715	Aug 2025 fingerprinting	329.00
State Of Ca Dept Of Justice Acctg Office, Cashiering Unit Total					4,929.00
Stewart Chevrlet	03/12/2026	756413	01-8150-0-0000-8110-4320-090-741	Open P.O. - Vehicle Maintenance & Supplies	75.02
Stewart Chevrlet Total					75.02
STILLMAN, ALEXANDER M	03/09/2026	755444	01-7399-0-1110-1000-4320-031-311	Wellness center supplies	141.36
STILLMAN, ALEXANDER M Total					141.36
SULLIVAN, TIMOTHY	03/30/2026	760967	01-9219-0-1208-1000-4320-032-356	PRINTPROG, PIZZA, ,CANDIES	157.68
SULLIVAN, TIMOTHY	03/30/2026	760967	01-9219-0-1208-1000-5810-032-356	PRINTPROG, PIZZA, ,CANDIES	1,807.22
SULLIVAN, TIMOTHY Total					1,964.90
Sunbelt Staffing	03/16/2026	757107	01-0000-0-0000-7400-5899-090-715	Substitute Staffing	2,925.00
Sunbelt Staffing	03/23/2026	758658	01-0000-0-0000-7400-5899-090-715	Substitute Staffing	3,030.30
Sunbelt Staffing	03/30/2026	760986	01-0000-0-0000-7400-5899-090-715	Substitute Staffing	10,669.05
Sunbelt Staffing Total					16,624.35
Sylvia Katherine Eldredge 3 KINGS SERVICES	03/30/2026	760922	01-0000-0-0000-2110-5899-090-762	3 King Svcs for T & L Newsletter	2,000.00
Sylvia Katherine Eldredge 3 KINGS SERVICES Total					2,000.00
TabWrite LLC	03/09/2026	755428	01-9219-0-1214-1000-5813-032-356	History School License	625.00
TabWrite LLC Total					625.00

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
TAI, SAMMANTHA	03/09/2026	755445	01-3010-0-1110-1000-4320-022-301	MATERIAL	100.80
TAI, SAMMANTHA	03/09/2026	755445	01-3010-0-1110-1000-4320-022-301	SPEAKER FOR LAB	54.84
TAI, SAMMANTHA	03/16/2026	757071	01-3010-0-1110-1000-4320-022-301	Diff $159.64-$155.64 fr ck#755445	4.00
TAI, SAMMANTHA	03/30/2026	760968	01-0000-0-1110-1000-4320-022-070	FOR i-BUILDING GARDEN	316.26
TAI, SAMMANTHA Total					475.90
Takedown Sportswear Inc.	03/05/2026	754837	01-9247-0-1202-1000-5810-032-322	Wrestling Uniforms-paid in full	2,584.13
Takedown Sportswear Inc. Total					2,584.13
TAM, CINDY M	03/09/2026	755446	01-0805-0-4760-1000-4320-032-123	ELAC MEETING	33.12
TAM, CINDY M Total					33.12
TAM, HELEN	03/09/2026	755447	01-3010-0-1110-1000-4320-022-301	SCI MATERIAL	21.31
TAM, HELEN	03/30/2026	760930	01-3010-0-1110-1000-4320-022-301	FAMILY NIGHT SUPPLIES	39.76
TAM, HELEN Total					61.07
TAPIA, ELVIRA	03/30/2026	760931	01-0000-0-1110-1000-4322-090-762	GLAD ALUMNI COHORT MEETING	40.20
TAPIA, ELVIRA Total					40.20
TC Span America	03/19/2026	758127	01-0000-0-0000-8200-4320-032-759	Custodial Safety Uniform	1,873.92
TC Span America Total					1,873.92
The Adam-hill Company	03/23/2026	758648	01-8150-0-0000-8110-4320-090-741	Open P.O. - Misc Supplies	101.54
The Adam-hill Company Total					101.54
The Avalon Academy	03/12/2026	756409	01-6500-0-5760-1180-5870-090-230		11,609.50
The Avalon Academy	03/12/2026	756409	01-6500-0-5760-1180-5880-090-230		5,788.00
The Avalon Academy	03/16/2026	757046	01-6500-0-5760-1180-5870-090-230		9,298.83
The Avalon Academy	03/16/2026	757046	01-6500-0-5760-1180-5880-090-230		5,788.00
The Avalon Academy	03/30/2026	760953	01-6500-0-5760-1180-5870-090-230	NPS - Avalon Academy	7,082.17
The Avalon Academy	03/30/2026	760953	01-6500-0-5760-1180-5880-090-230	NPS - Avalon Academy	5,788.00
The Avalon Academy	03/31/2026	761290	01-6500-0-5760-1180-5870-090-230	NPS - Avalon Academy	9,452.00
The Avalon Academy	03/31/2026	761290	01-6500-0-5760-1180-5880-090-230	NPS - Avalon Academy	5,788.00
The Avalon Academy Total					60,594.50
The HEAL Project Inc.	03/16/2026	757094	01-0000-0-1110-1000-5899-025-070	Farm Program - Seed to Solution & 4 Field Trips	7,500.00
The HEAL Project Inc. Total					7,500.00
The Stepping Stones Group	03/02/2026	753848	01-3310-0-5760-1110-5899-090-201	NPA - Stepping Stones	32,409.50
The Stepping Stones Group	03/23/2026	758653	01-6500-0-5760-3120-5899-090-245	NPA - Stepping Stones	7,730.63
The Stepping Stones Group	03/23/2026	758659	01-3310-0-5760-1110-5899-090-201	NPA - Stepping Stones	25,692.28
The Stepping Stones Group	03/25/2026	759344	01-6500-0-5760-3120-5899-090-245	NPA - Stepping Stones	18,669.88
The Stepping Stones Group Total					84,502.29
The UC Regents	03/17/2026	757421	01-3010-0-1110-1000-5815-007-301	Admission for Field Trip	480.00
The UC Regents Total					480.00
The Write Tools	03/09/2026	755414	01-0805-0-1110-1000-5802-014-180	Teacher Training	7,550.00
The Write Tools Total					7,550.00
T-mobile	03/16/2026	757051	01-0000-0-0000-2700-5910-033-480	T-Mobile Phone Services	61.67
T-mobile	03/16/2026	757051	01-0000-0-0000-2700-5910-090-735	T-Mobile Phone Services	2,193.97
T-mobile	03/16/2026	757051	01-0000-0-0000-2700-5910-090-762	T-Mobile Phone Services	96.13
T-mobile	03/16/2026	757051	01-0000-0-0000-3130-5910-090-503	T-Mobile Phone Services	61.67
T-mobile	03/16/2026	757051	01-0000-0-0000-7200-5910-090-714	T-Mobile Phone Services	71.78
T-mobile	03/16/2026	757051	01-0000-0-0000-7200-5910-090-715	T-Mobile Phone Services	56.62
T-mobile	03/16/2026	757051	01-0000-0-0000-7200-5910-090-760	T-Mobile Phone Services	210.29
T-mobile	03/16/2026	757051	01-6500-0-5760-2700-5910-090-245	T-Mobile Phone Services	35.89
T-mobile Total					2,788.02
TOM, MICHAEL G	03/19/2026	758142	01-9010-0-1110-1000-4320-090-055	MOUSETRAPS SKEWERS	89.74
TOM, MICHAEL G Total					89.74
TORRES, DOUGLAS R	03/19/2026	758143	01-9010-0-1110-1000-5802-032-322	SAFETY TRAINING SWIM COACHES ONLINE COURSE	25.00
TORRES, DOUGLAS R Total					25.00
Tpx Communications Co.	03/23/2026	758624	01-0000-0-0000-2424-5899-090-735	Voice Conversion Upgrade for '25-'26 YR.	5,452.66
Tpx Communications Co. Total					5,452.66
Tuff Shed	03/10/2026	755804	01-8150-0-0000-8110-6410-025-741	Shed for Westborough	7,075.83
Tuff Shed Total					7,075.83
Uline	03/05/2026	754838	01-8150-0-0000-8110-4320-090-741	Open P.O. - Facilities Supplies	450.64
Uline	03/09/2026	755415	01-8150-0-0000-8110-4320-090-741	Open P.O. - Facilities Supplies	73.44

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Uline	03/23/2026	758683	01-8150-0-0000-8110-4320-090-741	Open P.O. - Facilities Supplies	181.44
Uline	03/24/2026	759038	01-8150-0-0000-8110-4320-090-741	Open P.O. - Facilities Supplies	20.99
Uline Total					726.51
United Coach Tours	03/05/2026	754806	01-0000-0-1202-1000-5821-032-322	Transportation	8,370.00
United Coach Tours	03/05/2026	754806	01-9010-0-1202-1000-5821-032-322	Transportation	4,670.00
United Coach Tours	03/16/2026	757078	01-9010-0-1110-1000-5821-090-057	Charter Bus 4/7 & 4/8/2026 Heal Project Field Trip	5,120.00
United Coach Tours	03/16/2026	757116	01-9010-0-1202-1000-5821-032-322	Transportation	4,550.00
United Coach Tours	03/17/2026	757407	01-9010-0-1110-1000-5821-090-360	HS Student Field Trip Transportation	3,838.00
United Coach Tours	03/23/2026	758672	01-0000-0-1231-1000-5821-032-070	49 PASSENGER COACH ECHS TO FOOTHILL COLLEGE	1,040.00
United Coach Tours	03/23/2026	758684	01-7399-0-1110-1000-5821-031-311	Buses for Field Trips	790.00
United Coach Tours Total					28,378.00
United Rentals (north America) Inc	03/24/2026	759062	01-8150-0-0000-8110-5600-090-741	Open P.O. for Equipment Rentals	29.67
United Rentals (north America) Inc Total					29.67
United Site Services	03/16/2026	757117	01-0000-0-0000-8200-5600-090-760	Open P.O. - Rental of Portable Toilets	1,289.49
United Site Services	03/17/2026	757408	01-0000-0-0000-8200-5600-090-760	Open P.O. - Rental of Portable Toilets	105.15
United Site Services	03/19/2026	758173	01-0000-0-0000-8200-5600-090-760	Open P.O. - Rental of Portable Toilets	1,615.44
United Site Services Total					3,010.08
UPS Store	03/24/2026	759055	01-0000-0-0000-7400-5841-090-715	Livescan/Fingerprinting	719.82
UPS Store Total					719.82
VALENZUELA, JUDY	03/19/2026	758144	01-6500-0-5760-1190-4322-090-245	SPED MEETING SNACKS	120.70
VALENZUELA, JUDY	03/19/2026	758144	01-6500-0-5760-1190-5920-090-245	UPS SHIP FEE RET MEDICAL DEVICE	45.12
VALENZUELA, JUDY Total					165.82
VENTURA, ERIKA J	03/30/2026	760969	01-9044-0-1110-1000-5210-090-062	ELEM INQUIRY INSTITUTE -EXPLORATORIUM	51.49
VENTURA, ERIKA J Total					51.49
Verizon	03/05/2026	754839	01-8150-0-0000-8110-5899-090-741	Open P.O. - GPS Vehicle Tracking System	909.60
Verizon Total					909.60
Victoria Leah David-Rulloda	03/24/2026	759048	01-6770-0-1227-1000-5899-033-186	Color Guard Coaching	6,000.00
Victoria Leah David-Rulloda Total					6,000.00
VRS Catering Connection	03/16/2026	757079	01-0805-0-1110-1000-4322-031-180	Community Building Lunch	796.59
VRS Catering Connection	03/24/2026	759063	01-0000-0-1110-1000-4322-090-762	Open PO - Food for Meetings	76.91
VRS Catering Connection Total					873.50
VWR International	03/12/2026	756410	01-9044-0-1110-1000-4320-090-064	Biotech Supplies HS	7,608.11
VWR International	03/12/2026	756414	01-9010-0-1110-1000-4320-090-360	Bio - ECHS	2,141.96
VWR International	03/16/2026	757047	01-9044-0-1110-1000-4320-090-064	Biotech Supplies HS	30.46
VWR International	03/19/2026	758174	01-9044-0-1110-1000-4320-090-064	Biotech Supplies HS	734.05
VWR International Total					10,514.58
Wayne Heal	03/09/2026	755456	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	151.12
Wayne Heal	03/09/2026	755456	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	151.12
Wayne Heal	03/10/2026	755809	01-9010-0-1110-1000-5899-032-322	Wrestling Referee	102.00
Wayne Heal	03/10/2026	755809	01-9247-0-1202-1000-5899-032-322	Wrestling Referee	102.00
Wayne Heal Total					506.24
Weingarten Children's Center	03/09/2026	755458	01-6500-0-5760-1180-5870-090-230	NPS - Weingarten	1,886.00
Weingarten Children's Center	03/09/2026	755458	01-6500-0-5760-1180-5880-090-230	NPS - Weingarten	8,070.00
Weingarten Children's Center	03/23/2026	758654	01-6500-0-5760-1180-5870-090-230	NPS - Weingarten	1,372.00
Weingarten Children's Center	03/23/2026	758654	01-6500-0-5760-1180-5880-090-230	NPS - Weingarten	6,399.00
Weingarten Children's Center Total					17,727.00
Welldom Inc	03/30/2026	760977	01-3310-0-5760-1110-5899-090-201	NPA - Welldom	7,722.00
Welldom Inc	03/30/2026	760977	01-6500-0-5760-1110-5899-090-201	NPA - Welldom	45,222.00
Welldom Inc	03/30/2026	760977	01-6500-0-5760-1190-5899-090-245	NPA - Welldom	13,470.00
Welldom Inc Total					66,414.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-0000-9322-000-	Commuter Checks	3,260.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-2424-5813-090-735	Caude AI Pro Subscription	200.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-2424-5813-090-735	Recuring Chgs.for IT-AWS	284.18
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-3900-5210-090-501	NSCL Conf Feb26	1,170.77
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-3900-5210-090-501	NSCLC Conf Feb26	343.14
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7110-4322-090-713	Board Meeting 2/26	194.12
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7110-4322-090-713	Board Mtg 02/12	159.27

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7110-5210-090-713	Founders Day PTA	105.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7110-5210-090-713	SSf Police Assoc.	195.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7150-4322-090-714	Cabinet Olori Retreat	460.31
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7150-4322-090-714	Principal Ops Mtg 02/19	702.27
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7150-4322-090-714	Student Roundtable	259.70
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7300-4320-090-717	Standing Desk	1,318.49
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7300-5802-090-717	May26 Revision Wrkshop	1,825.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7300-5920-090-717	Fed Ex Priority Overnight	76.60
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7340-5899-090-717	Commuter Checks S&H	277.10
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7340-5920-090-717	Commuter Checks S&H	33.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7350-5802-090-717	Casbo Conf Mar26	490.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7400-4320-090-715	Glass Dry-Erase Board	627.39
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7400-4320-090-715	Oval Conf.Table	1,270.93
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-0000-7400-5899-090-715	Spring 26 Career Fair	461.92
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-1110-1000-4322-090-762	DO/T&L Supplies	479.56
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-1110-1000-5899-032-322	Fas Trak	24.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0000-0-1219-1000-4320-032-070	ECHS Culinary	1,651.32
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0804-0-1110-1000-5813-090-170	Solar Street Lights	780.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-0805-0-1110-1000-5210-032-180	Cada Conf Mar26	937.20
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-6387-0-3800-1000-4320-033-394	Metal Clothes Rack	127.40
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-6387-0-3800-1000-4320-033-394	Shelving Unit	279.08
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-6387-0-3800-1000-5210-032-394	Ed.of Careers Conf Mar26	2,591.04
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-6770-0-1110-1000-5821-032-186	Bart Tickets Feb26	263.25
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-8150-0-0000-8110-4320-090-741	Ingnition Control	198.29
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-8150-0-0000-8110-4320-090-741	light bulbs	200.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-8150-0-0000-8110-4320-090-741	Solar Street Lights	291.73
Wells Fargo Elite Card Payment Center	03/19/2026	758165	01-8150-0-0000-8110-5210-090-741	Cash Conf. Feb26	447.77
Wells Fargo Elite Card Payment Center	03/23/2026	758621	01-0000-0-0000-2424-5813-090-735	Recurring mo. for Bus Svc	20.00
Wells Fargo Elite Card Payment Center	03/23/2026	758621	01-0000-0-0000-2424-5813-090-735	Recurring mo. for IT	20.00
Wells Fargo Elite Card Payment Center	03/23/2026	758621	01-0000-0-1219-1000-4320-032-070	ECHS Culinary	4.63
Wells Fargo Elite Card Payment Center Total					22,029.46
Wells Fargo Vendor Fin Serv	03/05/2026	754840	01-0000-0-1110-1000-5600-090-722	Copiers Lease - District-Wide	2,084.93
Wells Fargo Vendor Fin Serv Total					2,084.93
West Coast Sand & Gravel Inc	03/30/2026	760987	01-0000-0-0000-8200-4320-090-760	Open P.O. for Grounds Supplies	1,888.62
West Coast Sand & Gravel Inc Total					1,888.62
Westborough Water District	03/17/2026	757409	01-0000-0-0000-8200-5530-090-760	Open P.O. - Water & Sewer Westborough	2,683.78
Westborough Water District Total					2,683.78
Wings Learning Center	03/23/2026	758655	01-6500-0-5760-1180-5870-090-230	NPS - Wings	6,290.80
Wings Learning Center	03/23/2026	758655	01-6500-0-5760-1180-5880-090-230	NPS - Wings	6,171.00
Wings Learning Center	03/23/2026	758655	01-6500-0-5760-1180-5899-090-230	NPS - Wings	194.75
Wings Learning Center Total					12,656.55
Wipebook Corp.	03/16/2026	757035	01-0805-0-1110-1000-4320-013-180	Classroom Material - Wipebook Flipchart	752.63
Wipebook Corp. Total					752.63
WONG, CALVIN	03/24/2026	759067	01-8150-0-0000-8110-5220-090-741	CASH CONFERENCE	140.80
WONG, CALVIN Total					140.80
WONG, NATALIE Y	03/09/2026	755409	01-9010-0-1110-1000-4320-090-055	HELIX CUP	314.08
WONG, NATALIE Y	03/30/2026	760997	01-9010-0-1110-1000-4320-090-055	SUPPLIES	181.32
WONG, NATALIE Y Total					495.40
XC Container LLC Xcaliber Container	03/03/2026	754200	01-8150-0-0000-8110-6410-090-741	Storage Container for Corp Yard	1,412.72
XC Container LLC Xcaliber Container Total					1,412.72
Xerox Business Solutions	03/17/2026	757410	01-0000-0-0000-7350-5600-090-717	Color/B&W Copy Charges	164.56
Xerox Business Solutions	03/17/2026	757410	01-0000-0-0000-7550-5600-090-718	Color/B&W Copy Charges	2.87
Xerox Business Solutions Total					167.43
Xerox Financial Services	03/24/2026	759056	01-0000-0-0000-7350-5600-090-717	Xerox Copier Lease - C405 / C60	40.53
Xerox Financial Services	03/24/2026	759056	01-0000-0-0000-7550-5600-090-718	Xerox Copier Lease - C405 / C60	445.28
Xerox Financial Services	03/30/2026	760901	01-0000-0-0000-7350-5600-090-717	Xerox Copier Lease - C405 / C60	1.80
Xerox Financial Services	03/30/2026	760901	01-0000-0-0000-7550-5600-090-718	Xerox Copier Lease - C405 / C60	19.82

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Xerox Financial Services Total					507.43
Yamaha Golf Cars Of Ca Inc	03/16/2026	757118	01-8150-0-0000-8110-4320-090-741	Open P.O. - Vehicle Parts for Custodial Cart	334.55
Yamaha Golf Cars Of Ca Inc Total					334.55
Young Audiences Of Northern California	03/10/2026	755836	01-3010-0-1110-1000-5899-008-301	Student Assemblies	2,296.00
Young Audiences Of Northern California Total					2,296.00
ZAWAIDEH, ZENA N	03/23/2026	758673	01-9044-0-1110-1000-4320-090-062	MASK TAPE, SUNFLOWER, BOX, POTTING	43.27
ZAWAIDEH, ZENA N Total					43.27
			Fund 01	**Subtotal**	**$ 5,600,398.82**
Amazon Capital Services	03/23/2026	758685	11-0000-0-4110-1000-4322-041-480	WASC Visit Non-Perishables Snacks	226.88
Amazon Capital Services	03/23/2026	758685	11-6391-0-4110-2490-4320-041-481	Office Supplies	71.41
Amazon Capital Services	03/23/2026	758685	11-6391-0-4110-2700-4320-041-480	Office Supplies	49.09
Amazon Capital Services Total					347.38
AT&T	03/30/2026	760894	11-0000-0-4110-2700-5910-041-480	CALNET 3 - Charges Only	62.12
AT&T Total					62.12
Burlington English Inc	03/30/2026	760892	11-6391-0-4110-2490-5813-041-481	ESL Burlington English Seats	28,800.00
Burlington English Inc Total					28,800.00
California Water Service	03/12/2026	756392	11-0000-0-0000-8200-5530-041-760	Open P.O. - Water & Sewer	1,406.05
California Water Service Total					1,406.05
Hillyard Inc	03/24/2026	759050	11-0000-0-0000-8200-4320-041-760	Open PO - Custodial Supplies	1,199.79
Hillyard Inc	03/30/2026	760947	11-0000-0-0000-8200-4320-041-760		165.74
Hillyard Inc Total					1,365.53
P G & E	03/17/2026	757404	11-0000-0-0000-8200-5510-041-760	Gas & Electric Services	25.68
P G & E Total					25.68
PSI Services LLC - ETS Digital	03/16/2026	757075	11-6391-0-4151-1000-5817-041-151	HiSET Test Scoring	230.00
PSI Services LLC - ETS Digital Total					230.00
			Fund 11	**Subtotal**	**$ 32,236.76**
Amazon Capital Services	03/09/2026	755418	12-6105-0-8535-1000-4320-045-835		173.37
Amazon Capital Services	03/09/2026	755418	12-9010-0-8530-1000-4320-002-832	Classroom Supplies	14.27
Amazon Capital Services	03/09/2026	755418	12-9010-0-8533-1000-4320-045-833		173.37
Amazon Capital Services	03/10/2026	755806	12-9010-0-8533-1000-4320-045-833	Parent Refreshments	6.49
Amazon Capital Services	03/16/2026	757102	12-6105-0-8535-1000-4320-045-835	Parent Advisory Committee Meetings	141.95
Amazon Capital Services	03/16/2026	757102	12-9010-0-8530-1000-4320-002-832	Classroom Supplies	122.81
Amazon Capital Services	03/16/2026	757102	12-9010-0-8533-1000-4320-045-833	Parent Advisory Committee Meetings	141.96
Amazon Capital Services	03/30/2026	760991	12-9010-0-8533-1000-4320-045-833	Parking Lot Transmitter	203.27
Amazon Capital Services	03/30/2026	760992	12-9010-0-8533-1000-4322-045-833	Parent Refreshments	71.00
Amazon Capital Services Total					1,048.49
AT&T	03/30/2026	760894	12-6105-0-8510-2700-5910-045-830	CALNET 3 - Charges Only	62.17
AT&T Total					62.17
California Water Service	03/12/2026	756392	12-6105-0-8510-8200-5530-045-830	Open P.O. - Water & Sewer	71.36
California Water Service	03/12/2026	756392	12-6105-0-8535-8200-5530-045-835	Open P.O. - Water & Sewer	98.16
California Water Service	03/12/2026	756392	12-9010-0-8533-8200-5530-045-833	Open P.O. - Water & Sewer	98.16
California Water Service Total					267.68
Carlos G. Lopez	03/09/2026	755422	12-6105-0-8535-1000-5801-045-835	CLASS Consulting/Assessment	3,750.00
Carlos G. Lopez	03/09/2026	755422	12-9010-0-8533-1000-5801-045-833	CLASS Consulting/Assessment	3,750.00
Carlos G. Lopez Total					7,500.00
Childcare Careers	03/30/2026	760970	12-6105-0-8535-1000-5899-045-835	Children's Center	1,554.25
Childcare Careers	03/30/2026	760970	12-9010-0-8533-1000-5899-045-861	Children's Center	1,554.25
Childcare Careers	03/30/2026	760970	12-9010-0-8533-1000-5899-045-861	Hillside Child Dev't Ctr.	2,012.00
Childcare Careers Total					5,120.50
Childcare Careers LLC The Education Team	03/25/2026	759340	12-6105-0-8535-1000-5899-045-835	Children's Center	5,124.25
Childcare Careers LLC The Education Team	03/25/2026	759340	12-9010-0-8533-1000-5899-045-861	Children's Center	5,124.25
Childcare Careers LLC The Education Team	03/25/2026	759340	12-9010-0-8533-1000-5899-045-861	Hillside Child Dev't Ctr.	7,516.25
Childcare Careers LLC The Education Team	03/30/2026	760895	12-9010-0-8533-1000-5899-045-861	Hillside Child Dev't Ctr.	292.50
Childcare Careers LLC The Education Team Total					18,057.25
FRIAS, DARLIN	03/09/2026	755436	12-9010-0-8533-1000-5220-045-861	MILEAGE	20.30
FRIAS, DARLIN Total					20.30
Global Industrial	03/19/2026	758156	12-6105-0-8510-1000-4420-045-830	Trash Can	416.78

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Global Industrial	03/19/2026	758156	12-9010-0-8533-1000-4420-045-833	Trash Can	416.80
Global Industrial Total					833.58
Kelly Spicers Stores	03/10/2026	755828	12-6105-0-8510-1000-4320-045-830	Site Supplies	259.69
Kelly Spicers Stores	03/10/2026	755828	12-6105-0-8535-1000-4320-045-835	Site Supplies	259.70
Kelly Spicers Stores	03/10/2026	755828	12-9010-0-8533-1000-4320-045-833	Site Supplies	259.69
Kelly Spicers Stores Total					779.08
Kindersystems Inc	03/19/2026	758161	12-6105-0-8510-1000-5813-045-830	Annual Software Licence Fee	641.28
Kindersystems Inc	03/19/2026	758161	12-6105-0-8535-1000-5813-045-835	Annual Software Licence Fee	641.29
Kindersystems Inc	03/19/2026	758161	12-9010-0-8533-1000-5813-045-861	Annual Software Licence Fee	641.29
Kindersystems Inc Total					1,923.86
Maria E. Verdin	03/10/2026	755816	12-6105-0-8535-1000-5801-045-835	Early Childhood Mental Health Consultant (ECMHC)	3,500.00
Maria E. Verdin Total					3,500.00
ODP Business Solutions LLC	03/16/2026	757111	12-6105-0-8510-1000-4320-045-830	Site Supplies	995.75
ODP Business Solutions LLC	03/16/2026	757111	12-6105-0-8535-1000-4320-045-835	Site Supplies	995.76
ODP Business Solutions LLC	03/16/2026	757111	12-9010-0-8533-1000-4320-045-833	Folding Tables	642.95
ODP Business Solutions LLC	03/16/2026	757111	12-9010-0-8533-1000-4320-045-833	Site Supplies	995.75
ODP Business Solutions LLC	03/24/2026	759068	12-6105-0-8510-1000-4320-045-830	Site Supplies	769.04
ODP Business Solutions LLC	03/24/2026	759068	12-6105-0-8535-1000-4320-045-835	Site Supplies	769.05
ODP Business Solutions LLC	03/24/2026	759068	12-9010-0-8533-1000-4320-045-833	Site Supplies	769.05
ODP Business Solutions LLC Total					5,937.35
P G & E	03/12/2026	756398	12-6105-0-8510-8200-5510-045-830	Gas & Electric Services	841.50
P G & E	03/12/2026	756398	12-6105-0-8535-8200-5510-045-835	Gas & Electric Services	1,616.80
P G & E	03/12/2026	756398	12-9010-0-8533-8200-5510-045-833	Gas & Electric Services	1,616.80
P G & E Total					4,075.10
RUDONI, ANGELA M	03/09/2026	755443	12-9010-0-8533-1000-5220-045-861	MILEAGE	22.77
RUDONI, ANGELA M Total					22.77
Safety Training Seminars Inc	03/09/2026	755426	12-6105-0-8510-1000-5802-045-830	CPR Training	496.66
Safety Training Seminars Inc	03/09/2026	755426	12-6105-0-8510-1000-5802-045-835	CPR Training	496.67
Safety Training Seminars Inc	03/09/2026	755426	12-9010-0-8533-1000-5802-045-833	CPR Training	496.67
Safety Training Seminars Inc Total					1,490.00
Service Press Inc.	03/16/2026	757052	12-9010-0-8530-1000-5810-045-832	Mailing Supplies	165.86
Service Press Inc. Total					165.86
The Education Team	03/25/2026	759341	12-6105-0-8510-1000-5899-045-830	Buri Buri Child Dev't Ctr	2,307.82
The Education Team	03/25/2026	759341	12-6105-0-8510-1000-5899-045-830	Skyline ES	241.10
The Education Team	03/25/2026	759341	12-9010-0-8530-1000-5899-045-832	Buri Buri Child Dev't Ctr	6,923.47
The Education Team	03/25/2026	759341	12-9010-0-8530-1000-5899-045-832	Skyline ES	723.37
The Education Team	03/30/2026	760971	12-6105-0-8510-1000-5899-045-830	Buri Buri Child Dev't Ctr	883.66
The Education Team	03/30/2026	760971	12-9010-0-8530-1000-5899-045-832	Buri Buri Child Dev't Ctr	2,650.99
The Education Team	03/31/2026	761296	12-6105-0-8510-1000-5899-045-830	Buri Buri Child Dev't Ctr	1,298.24
The Education Team	03/31/2026	761296	12-6105-0-8510-1000-5899-045-830	Skyline ES	92.00
The Education Team	03/31/2026	761296	12-9010-0-8530-1000-5899-045-832	Buri Buri Child Dev't Ctr	3,894.74
The Education Team	03/31/2026	761296	12-9010-0-8530-1000-5899-045-832	Skyline ES	276.00
The Education Team Total					19,291.39
			Fund 12	**Subtotal**	**$ 70,095.38**
Advanced Integrated Pest Mgmt	03/05/2026	754814	13-5310-0-0000-3700-5807-090-820	Pest Control & Related Services 2025/2026	166.00
Advanced Integrated Pest Mgmt	03/19/2026	758162	13-5310-0-0000-3700-5807-090-820	Pest Control & Related Services 2025/2026	83.00
Advanced Integrated Pest Mgmt	03/23/2026	758617	13-5310-0-0000-3700-5807-090-820	Pest Control & Related Services 2025/2026	83.00
Advanced Integrated Pest Mgmt Total					332.00
AT&T	03/30/2026	760894	13-5310-0-0000-3700-5910-090-820	CALNET 3 - Charges Only	51.53
AT&T Total					51.53
Daylight Foods Inc	03/02/2026	753864	13-5310-0-0000-3700-4700-090-820	Food Products	7,145.72
Daylight Foods Inc	03/05/2026	754794	13-5310-0-0000-3700-4700-090-820	Food Products	110.90
Daylight Foods Inc	03/05/2026	754815	13-5310-0-0000-3700-4700-090-820	Food Products	10,651.88
Daylight Foods Inc	03/12/2026	756400	13-5310-0-0000-3700-4700-090-820	Food Products	8,545.56

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Daylight Foods Inc	03/16/2026	757036	13-5310-0-0000-3700-4700-090-820	Food Products	91.81
Daylight Foods Inc	03/19/2026	758163	13-5310-0-0000-3700-4700-090-820	Food Products	2,312.17
Daylight Foods Inc	03/23/2026	758618	13-5310-0-0000-3700-4700-090-820	Food Products	6,638.95
Daylight Foods Inc	03/30/2026	760914	13-5310-0-0000-3700-4700-090-820	Food Products	12,474.44
Daylight Foods Inc Total					47,971.43
ESPINOZA, GEORGINA	03/09/2026	755435	13-5310-0-0000-3700-5220-090-820	MILEAGE	29.52
ESPINOZA, GEORGINA	03/16/2026	757060	13-5310-0-0000-3700-5220-090-820	SERVING LUNCH JAN MILEAGE	19.68
ESPINOZA, GEORGINA Total					49.20
Gold Star Foods	03/05/2026	754827	13-5310-0-0000-3700-4700-090-820	Food Products	27,935.95
Gold Star Foods	03/09/2026	755411	13-5310-0-0000-3700-4700-090-820	Food Products	7,196.26
Gold Star Foods	03/12/2026	756401	13-5310-0-0000-3700-4700-090-820	Food Products	17,412.54
Gold Star Foods	03/16/2026	757037	13-5310-0-0000-3700-4700-090-820	Food Products	19,801.47
Gold Star Foods	03/19/2026	758164	13-5310-0-0000-3700-4700-090-820	Food Products	5,170.52
Gold Star Foods	03/23/2026	758619	13-5310-0-0000-3700-4700-090-820	Food Products	13,835.53
Gold Star Foods	03/30/2026	760912	13-5310-0-0000-3700-4700-090-820	Food Products	5,941.61
Gold Star Foods Total					97,293.88
Imperial Dade	03/12/2026	756402	13-5310-0-0000-3700-4340-090-820	Open PO - Supplies	949.59
Imperial Dade Total					949.59
Individual FoodService	03/30/2026	760915	13-5310-0-0000-3700-4340-090-820	Open PO - Supplies	161.40
Individual FoodService Total					161.40
LODI UNIFIED SCHOOL DISTRICT	03/19/2026	758168	13-5310-0-0000-3700-5300-090-820	Super Coop Membership Contribution	958.51
LODI UNIFIED SCHOOL DISTRICT Total					958.51
MOONCHEF LLC	03/09/2026	755410	13-5310-0-0000-3700-5801-090-820	Vended Meals during Kitchen Renovation '25-'26	205,546.25
MOONCHEF LLC Total					205,546.25
MOZZETTI JR, CHARLES W	03/23/2026	758667	13-5310-0-0000-3700-4340-090-820	MENS REEBOK ZIG KINETICA	149.04
MOZZETTI JR, CHARLES W Total					149.04
ODP Business Solutions LLC	03/16/2026	757053	13-5310-0-0000-3700-4320-090-820	Office Supplies for Food Services in 2025-2026	257.11
ODP Business Solutions LLC Total					257.11
Producers Dairy Foods Inc.	03/02/2026	753865	13-5310-0-0000-3700-4700-090-820	Milk & Dairy Purchases	3,958.90
Producers Dairy Foods Inc.	03/05/2026	754811	13-5310-0-0000-3700-4700-090-820	Milk & Dairy Purchases	7,794.07
Producers Dairy Foods Inc.	03/12/2026	756415	13-5310-0-0000-3700-4700-090-820	Milk & Dairy Purchases	6,101.58
Producers Dairy Foods Inc.	03/19/2026	758169	13-5310-0-0000-3700-4700-090-820	Milk & Dairy Purchases	3,544.62
Producers Dairy Foods Inc.	03/30/2026	760916	13-5310-0-0000-3700-4700-090-820	Milk & Dairy Purchases	6,128.76
Producers Dairy Foods Inc. Total					27,527.93
STOOKEY, MELISSA CLAIRE	03/23/2026	758671	13-5310-0-0000-3700-4340-090-820	AV CART, COAT, SERVSAFE, MILK	587.82
STOOKEY, MELISSA CLAIRE	03/23/2026	758671	13-5310-0-0000-3700-4700-090-820	AV CART, COAT, SERVSAFE, MILK	56.85
STOOKEY, MELISSA CLAIRE	03/23/2026	758671	13-5310-0-0000-3700-5899-090-820	AV CART, COAT, SERVSAFE, MILK	11.99
STOOKEY, MELISSA CLAIRE Total					656.66
Sysco Food Services of SF	03/05/2026	754812	13-5310-0-0000-3700-4700-090-820	Food Purchases	765.95
Sysco Food Services of SF	03/23/2026	758622	13-5310-0-0000-3700-4700-090-820	Food Purchases	852.87
Sysco Food Services of SF	03/30/2026	760917	13-5310-0-0000-3700-4700-090-820	Food Purchases	1,805.15
Sysco Food Services of SF Total					3,423.97
TEC of California Inc. A TEC Equipment Company	03/19/2026	758170	13-5310-0-0000-3700-4320-090-820	Transmission Brake Labor for WH Truck	2,114.62
TEC of California Inc. A TEC Equipment Company	03/19/2026	758170	13-5310-0-0000-3700-5600-090-820	Transmission Brake Labor for WH Truck	2,598.62
TEC of California Inc. A TEC Equipment Company Total					4,713.24
The Bonami Baking Company	03/12/2026	756403	13-5310-0-0000-3700-4700-090-820	Bread Products - Food	754.10
The Bonami Baking Company Total					754.10
T-mobile	03/16/2026	757051	13-5310-0-0000-3700-5910-090-820	T-Mobile Phone Services	61.67
T-mobile Total					61.67
			Fund 13	**Subtotal**	**$ 390,857.51**
ALLIED STORAGE CONTAINERS INC	03/19/2026	758128	21-9010-0-0000-8500-5600-032-926	Container Rentals - ECHS Cntrl. Kitch. & Cafeteria	87.90
ALLIED STORAGE CONTAINERS INC	03/19/2026	758128	21-9010-0-0000-8500-5600-098-926	Container Rentals - ECHS Cntrl. Kitch. & Cafeteria	219.75
ALLIED STORAGE CONTAINERS INC Total					307.65
ALTEN CONSTRUCTION LLC	03/10/2026	755810	21-9010-0-0000-8500-6270-032-926	Lease Lease- Back ECHS Central Kitchen & Cafeteria	233,618.23
ALTEN CONSTRUCTION LLC	03/10/2026	755810	21-9010-0-0000-8500-6270-098-926	Lease Lease- Back ECHS Central Kitchen & Cafeteria	382,363.37
ALTEN CONSTRUCTION LLC	03/10/2026	755811	21-9010-0-0000-8500-6270-032-926	Escrow Account for El Camino HS CKC	12,295.70
ALTEN CONSTRUCTION LLC	03/10/2026	755811	21-9010-0-0000-8500-6270-098-926	Escrow Account for El Camino HS CKC	20,124.39

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ALTEN CONSTRUCTION LLC Total					648,401.69
Atlas Technical Consultants LLC	03/16/2026	757080	21-9010-0-0000-8500-6255-025-960	Geotechnical Services at Westborough MS	5,248.75
Atlas Technical Consultants LLC	03/25/2026	759338	21-9010-0-0000-8500-6255-025-960	Geotechnical Services at Westborough MS	1,366.31
Atlas Technical Consultants LLC Total					6,615.06
BESS TESTLABS INC	03/16/2026	757081	21-9010-0-0000-8500-6140-009-743	Utility Survey Services for Spruce & MV	17,616.00
BESS TESTLABS INC	03/30/2026	760972	21-9010-0-0000-8500-6140-013-743	Utility Survey Services for Spruce & MV	32,742.00
BESS TESTLABS INC Total					50,358.00
BETTER BUILDING CONSTRUCTION INC	03/30/2026	760902	21-9010-0-0000-8500-6270-098-926	Construction Svcs -Temp. Meal Support Space	8,450.00
BETTER BUILDING CONSTRUCTION INC Total					8,450.00
California Water Service Compa	03/23/2026	758630	21-9010-0-0000-8500-5530-032-743	Fire Flow test for ECHS Hydrant-Evergreen Dr	525.00
California Water Service Compa	03/23/2026	758631	21-9010-0-0000-8500-5530-032-743	Fire Flow test for ECHS Hydrant-Mission Rd	525.00
California Water Service Compa	03/23/2026	758632	21-9010-0-0000-8500-5530-014-743	Fire Flow test for SGES Hydrant-Sequoia Ave	525.00
California Water Service Compa	03/23/2026	758633	21-9010-0-0000-8500-5530-014-743	Fire Flow test for SGES Hydrant-Westview Dr	525.00
California Water Service Compa Total					2,100.00
CORNERSTONE EARTH GROUP INC	03/16/2026	757033	21-9010-0-0000-8500-6255-032-743	Geological Hazard Evaluation Services for ECHS	30,356.00
CORNERSTONE EARTH GROUP INC Total					30,356.00
Dannis Woliver Kelley	03/05/2026	754825	21-9010-0-0000-8200-5889-090-902		118.50

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Dannis Woliver Kelley	03/12/2026	756391	21-0000-0-0000-8200-5889-098-902		197.50
Dannis Woliver Kelley	03/12/2026	756391	21-9010-0-0000-8200-5889-090-902		2,601.50
Dannis Woliver Kelley Total					2,917.50
DSK LLP DBA DSK Architects	03/16/2026	757034	21-9010-0-0000-8500-6210-013-743	Assessment Services for Spruce ES	56,385.44
DSK LLP DBA DSK Architects Total					56,385.44
EICHLER ASSOCIATES INC.	03/09/2026	755419	21-9010-0-0000-8500-6290-032-926	Commissioning Services-ECHS Central Kitchen & Cafe	862.50
EICHLER ASSOCIATES INC.	03/09/2026	755419	21-9010-0-0000-8500-6290-098-926	Commissioning Services-ECHS Central Kitchen & Cafe	990.00
EICHLER ASSOCIATES INC. Total					1,852.50
FIVE STAR BANK	03/05/2026	754807	21-9010-0-0000-8500-6270-025-960	Escrow ACCT for McGuire and Hester	2,129.73
FIVE STAR BANK	03/31/2026	761297	21-9010-0-0000-8500-6270-025-960	Escrow ACCT for McGuire and Hester	29,980.50
FIVE STAR BANK Total					32,110.23
Hamilton & Aitken Architects	03/10/2026	755812	21-9010-0-0000-8500-6210-098-926	Architect for the ECHS Central Kitchen - Phase 3	14,037.53
Hamilton & Aitken Architects	03/23/2026	758627	21-9010-0-0000-8500-6210-098-926	Architect for the ECHS Central Kitchen - Phase 3	17,771.52
Hamilton & Aitken Architects Total					31,809.05
ISI Inspection Services Inc.	03/23/2026	758628	21-9010-0-0000-8500-6273-025-960	Inspection Svcs for the ECHS Central & WMS Field	4,598.00
ISI Inspection Services Inc.	03/23/2026	758628	21-9010-0-0000-8500-6273-098-926	Inspection Svcs for the ECHS Central & WMS Field	385.00
ISI Inspection Services Inc.	03/23/2026	758634	21-9010-0-0000-8500-6273-025-960	Inspection Svcs for the ECHS Central & WMS Field	3,043.70
ISI Inspection Services Inc.	03/23/2026	758634	21-9010-0-0000-8500-6273-032-926	Inspection Svcs for the ECHS Central & WMS Field	1,824.90
ISI Inspection Services Inc. Total					9,851.60
KITCHELL CORPORATION DBA Kitchell/CEM Inc.	03/23/2026	758635	21-9010-0-0000-8500-6205-098-900	Kitchell-CEM Inc. - Project Management Agreement	141,564.00
KITCHELL CORPORATION DBA Kitchell/CEM Inc.	03/23/2026	758635	21-9010-0-0000-8500-6272-025-960	Kitchell-CEM Inc. - Project Management Agreement	22,674.50
KITCHELL CORPORATION DBA Kitchell/CEM Inc.	03/23/2026	758635	21-9010-0-0000-8500-6272-032-926	Kitchell-CEM Inc. - Project Management Agreement	21,642.00
KITCHELL CORPORATION DBA Kitchell/CEM Inc.	03/23/2026	758635	21-9010-0-0000-8500-6272-098-926	Kitchell-CEM Inc. - Project Management Agreement	20,947.50
KITCHELL CORPORATION DBA Kitchell/CEM Inc. Total					206,828.00
MCGUIRE AND HESTER	03/05/2026	754808	21-9010-0-0000-8500-6270-025-960	Field & Pavement Improvements Project at WMS	40,464.83
MCGUIRE AND HESTER	03/31/2026	761298	21-9010-0-0000-8500-6270-025-960	Field & Pavement Improvements Project at WMS	569,629.39
MCGUIRE AND HESTER Total					610,094.22
MULTISTUDIO INC.	03/30/2026	760903	21-9010-0-0000-8500-6210-032-743	Architectural Services for ECHS Modernization	112,363.25
MULTISTUDIO INC. Total					112,363.25
Noll & Tam Architects	03/30/2026	760904	21-9010-0-0000-8500-6210-014-743	Architectural Services for Sunshine Gardens	87,367.36
Noll & Tam Architects Total					87,367.36
ODP Business Solutions LLC	03/23/2026	758620	21-9010-0-0000-8500-4320-098-902	Open PO - Bond Office Supplies	112.18
ODP Business Solutions LLC Total					112.18
PINELLI CONSTRUCTION INSPECTION INC.	03/09/2026	755420	21-9010-0-0000-8500-6290-025-960	Inspector Record Services	1,040.00
PINELLI CONSTRUCTION INSPECTION INC.	03/09/2026	755420	21-9010-0-0000-8500-6290-098-926	Inspector Record Services	5,720.00
PINELLI CONSTRUCTION INSPECTION INC. Total					6,760.00
SIM ARCHITECTS INC	03/19/2026	758129	21-9010-0-0000-8500-6210-009-743	Assessment Svs for the MV ES Modernization Project	68,657.15
SIM ARCHITECTS INC Total					68,657.15
T-mobile	03/16/2026	757051	21-9010-0-0000-8200-5910-090-902	T-Mobile Phone Services	51.56
T-mobile Total					51.56
Verde Design Inc.	03/23/2026	758629	21-9010-0-0000-8500-6210-025-960	Landscape Services at Westborough MS	3,000.00
Verde Design Inc. Total					3,000.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	21-9010-0-0000-8500-6250-014-743	Admin Fee for SSG es	50.00
Wells Fargo Elite Card Payment Center Total					50.00
Wells Fargo Vendor Fin Serv	03/05/2026	754800	21-9010-0-0000-8200-5600-098-902	Lease Agreement for Bond Copier	122.32
Wells Fargo Vendor Fin Serv	03/31/2026	761302	21-9010-0-0000-8200-5600-098-902	Lease Agreement for Bond Copier	122.32
Wells Fargo Vendor Fin Serv Total					244.64
			Fund 21	**Subtotal**	**$ 1,977,043.08**
School Facility Consultants	03/31/2026	761292	25-0000-0-0000-8100-5899-090-717	Consultant Services	51.25
School Facility Consultants Total					51.25
			Fund 25	**Subtotal**	**$ 51.25**

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
Cumming Management Group, Inc.	03/19/2026	758131	40-9010-0-0000-8500-6272-022-946	Construction Management Services	3,567.67
Cumming Management Group, Inc.	03/19/2026	758131	40-9010-0-0000-8500-6272-032-946	Construction Management Services	3,567.67
Cumming Management Group, Inc.	03/19/2026	758131	40-9010-0-0000-8500-6272-090-940	Construction Management Services	3,567.66
Cumming Management Group, Inc. Total					10,703.00
DSK LLP DBA DSK Architects	03/19/2026	758167	40-9010-0-0000-8500-6170-013-964	Security Gate Update at Spruce ES Main Entrance	8,100.00
DSK LLP DBA DSK Architects Total					8,100.00
Hibser Yamauchi Architects Inc	03/05/2026	754809	40-9010-0-0000-8500-6170-012-945	Skyline ES HVAC Replacement Project# 6241.00	818.80
Hibser Yamauchi Architects Inc Total					818.80
Ninyo & Moore Geotechnical and Environmental Sciences	03/05/2026	754790	40-9010-0-0000-8500-6290-090-940	Project # 404858003 DO. Accessibility Improvements	7,808.75
Ninyo & Moore Geotechnical and Environmental Sciences	03/10/2026	755805	40-9010-0-0000-8500-6290-013-964	Project #404858004	7,071.25
Ninyo & Moore Geotechnical and Environmental Sciences Total					14,880.00
O'Connor Pipelines Inc. Daniel O'Connor	03/05/2026	754793	40-9010-0-0000-8500-6270-090-940	Project: D.O Acessibility	95,000.00
O'Connor Pipelines Inc. Daniel O'Connor Total					95,000.00
Project Support Services Inc.	03/10/2026	755800	40-9010-0-0000-8110-5899-090-902	DSA Close-Out Services	28.20
Project Support Services Inc.	03/12/2026	756399	40-9010-0-0000-8110-5899-090-902	DSA Close-Out Services	3,900.00
Project Support Services Inc.	03/16/2026	757032	40-9010-0-0000-8110-5899-090-902	DSA Close-Out Services	9,945.00
Project Support Services Inc. Total					13,873.20
Siemens Industry Inc.	03/02/2026	753844	40-9010-0-0000-8500-6270-006-939	Fire Alarm Control Panel Repair/Replacement	5,318.33
Siemens Industry Inc.	03/05/2026	754810	40-9010-0-0000-8500-6270-009-939	Fire Alarm Control Panel Repair/Replacement MV	5,318.33
Siemens Industry Inc.	03/30/2026	760973	40-9010-0-0000-8500-6270-006-939	Fire Alarm Control Panel Repair/Replacement	18,736.65
Siemens Industry Inc. Total					29,373.31
Underwood & Rosenblum Inc	03/30/2026	760909	40-9010-0-0000-8500-6100-021-931	Storm Drain Replacement	900.00
Underwood & Rosenblum Inc Total					900.00
Wells Fargo Elite Card Payment Center	03/19/2026	758165	40-9010-0-0000-8500-5899-090-902	Convenience Fee 01-122152	115.96
Wells Fargo Elite Card Payment Center	03/19/2026	758165	40-9010-0-0000-8500-5899-090-902	Filing Fee 01-122152	3,878.25
Wells Fargo Elite Card Payment Center Total					3,994.21
ZONE 4 CONSTRUCTION INC.	03/05/2026	754813	40-9010-0-0000-8500-6270-090-940	District Office Accessibility Improvements	187,417.63
ZONE 4 CONSTRUCTION INC. Total					187,417.63
			Fund 40	**Subtotal**	**$ 365,060.15**
Grand Total					**$ 8,435,742.95**

Description/ Vendor Name	Effective Date	Warrant/ EFT #	Fu-Rs-Y-Goal-Func-Obj-Sch-Mgmt	Invoice Comment	Amount
		WARRANTS BY FUND SUMMARY			
		01	GENERAL FUND		5,600,398.82
		11	ADULT EDUCATION FUND		32,236.76
		12	CHILD DEVELOPMENT FUND		70,095.38
		13	NUTRITION SERVICES FUND		390,857.51
		14	DEFERRED MAINTENANCE		-
		21	BUILIDING FUND (BOND)		1,977,043.08
		25	CAPITAL FACILITES FUND		51.25
		40	SPECIAL RESERVE FUND		365,060.15
		73	FOUNDATION TRUST FUND		-
		TOTAL WARRANT REGISTER			**$ 8,435,742.95**
		SCHOOLS BY SITE CODE			
		000	UNDEFINED		
		002	BURI-BURI		
		004	COMMUNITY DAY SCHOOL		
		005	HILLSIDE		
		006	JUNIPERO SERRA		
		007	LOS CERRITOS		
		008	MARTIN		
		009	MONTE VERDE		
		010	PONDEROSA		
		011	SERRA VISTA		
		012	SKYLINE		
		013	SPRUCE		
		014	SUNSHINE GARDENS		
		016	ALL SOULS		
		018	ST. VERONICA		
		021	ALTA LOMA		
		022	PARKWAY HEIGHTS		
		025	WESTBOROUGH		
		031	BADEN		
		032	EL CAMINO		
		033	SOUTH SAN FRANCISCO		
		041	ADULT SCHOOL		
		045	CHILDREN'S CENTER		
		047	FOXRIDGE		
		090	DISTRICT OFFICE		
		098	DISTRICT WIDE		

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent - Business Services

DATE: April 23, 2026

RE: Cash Receipts Summary – March 1 to March 31, 2026

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered System
☒ **N/A:** Not Applicable

BACKGROUND:

The attached list is a Cash Receipts Summary Report for the period of March 1 to March 31, 2026. The report is shown by Fund.

FISCAL IMPLICATIONS:

The Cash Receipts Summary Report represents revenues received by the District for the period of March 1 to March 31, 2026.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the attached Cash Receipts Summary Report.

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 01 GENERAL FUND					
Revenue					
8011	REV LIMIT ST AID CURR YR	3,356,626.00	2,450,336.00	906,290.00	0.3
8012	EPA ENTITLEMENT	1,488,676.00	1,115,377.00	373,299.00	0.3
8019	REV LIMIT ST AID PRI YRS	-	-	-	1.0
8021	HOMEOWNERS' EXEMPTION	367,579.00	184,811.26	182,767.74	0.5
8029	OTHR SUBVENT/IN-LIEU TAX	5,594.00	-	5,594.00	1.0
8041	SECURED ROLLS TAX	103,583,363.00	67,073,763.27	36,509,599.73	0.4
8042	UNSECURED ROLL TAXES	5,641,846.00	6,030,018.55	(388,172.55)	-
8043	PRIOR YEARS' TAXES	242,999.00	149,107.24	93,891.76	0.4
8047	COMM REDEVLPMNT FUNDS	41,361,682.00	24,154,039.46	17,207,642.54	0.4
8091	REVENUE LIMIT TRANSFERS	(2,342,944.00)	-	(2,342,944.00)	1.0
8096	TRSF-CHARTER SCH/LIEU-PROP TAX	(132,782.00)	(79,348.00)	(53,434.00)	0.4
8097	PROPERTY TAXES TRANSFERS	6,652,331.30	3,577,037.54	3,075,293.76	0.5
8181	SP ED ENTITL PER UDC	1,826,037.99	-	1,826,037.99	1.0
8182	SP ED DISCRETNARY GRANTS	159,990.08	-	159,990.08	1.0
8285	INTAGENCY CONTR BETW LEAS	19,224.00	9,785.03	9,438.97	0.5
8290	ALL OTHER FEDERAL REVENUE	2,942,408.55	1,079,377.56	1,863,030.99	0.6
8319	OTHER ST APPORTNMNT-PR YR	197,134.90	197,134.90	-	-
8550	MANDATED COST REIMBURSE	369,206.46	369,206.00	0.46	0.0
8560	STATE LOTTERY REVENUE	2,068,113.00	1,205,419.40	862,693.60	0.4
8590	ALL OTHER STATE REVENUES	16,364,036.00	8,587,717.86	7,776,318.14	0.5
8625	COM REDEVEL FUND NOT SUBJ	4,923,591.00	2,393,648.72	2,529,942.28	0.5
8631	SALE OF EQUIP & SUPPLIES	11,600.00	35,118.00	(23,518.00)	-
8650	LEASES AND RENTALS	831,989.70	688,554.26	143,435.44	0.2
8660	INTEREST INCOME	2,148,543.60	1,198,544.31	949,999.29	0.4
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8699	ALL OTHER LOCAL REVENUE	1,902,805.70	1,628,948.53	273,857.17	0.1
8919	OTH AUTH INTRFND XFERS IN	13,301.00	-	13,301.00	1.0
8974	PROCEEDS FRM SBITAS	-	200,073.55	(200,073.55)	1.0
8980	CONTRIB FROM UNRESTR REV	-	-	-	1.0
Total Revenue		194,002,952.28	122,248,670.44	71,754,281.84	
Total Fund 01 GENERAL FUND		194,002,952.28	122,248,670.44	71,754,281.84	

SAN MATEO COUNTY OFFICE OF EDUCATION
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Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 11 ADULT EDUCATION FUND					
Revenue					
8290	ALL OTHER FEDERAL REVENUE	161,989.00	14,351.00	147,638.00	0.9
8590	ALL OTHER STATE REVENUES	1,388,948.00	1,041,710.00	347,238.00	0.3
8631	SALE OF EQUIP & SUPPLIES	300.00	-	300.00	1.0
8660	INTEREST INCOME	58,889.25	36,877.43	22,011.82	0.4
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8671	ADULT EDUCATION FEES	2,940.00	-	2,940.00	1.0
8699	ALL OTHER LOCAL REVENUE	25,800.00	-	25,800.00	1.0
Total Revenue		1,638,866.25	1,092,938.43	545,927.82	
Total Fund 11 ADULT EDUCATION FUND		1,638,866.25	1,092,938.43	545,927.82	

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 12 CHILD DEVELOPMENT FUND					
Revenue					
8290	ALL OTHER FEDERAL REVENUE	287,865.32	156,005.57	131,859.75	0.5
8590	ALL OTHER STATE REVENUES	2,755,772.00	1,967,961.02	787,810.98	0.3
8660	INTEREST INCOME	64,450.00	45,775.95	18,674.05	0.3
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8673	CHILDREN'S CENTERS FEES	1,086.26	2,087.15	(1,000.89)	-
8689	ALL OTHR FEES & CONTRACTS	400,715.00	227,640.80	173,074.20	0.4
8699	ALL OTHER LOCAL REVENUE	1,501,277.52	672,728.93	828,548.59	0.6
8911	FROM GENERAL TO CHILD DEV	112,296.29	-	112,296.29	1.0
8990	CONTRIB FROM RESTR REV	-	-	-	1.0
Total Revenue		5,123,462.39	3,072,199.42	2,051,262.97	
Total Fund 12 CHILD DEVELOPMENT FUND		5,123,462.39	3,072,199.42	2,051,262.97	

SAN MATEO COUNTY OFFICE OF EDUCATION
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Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
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Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 13 CAFETERIA FUND					
Revenue					
8222	CHILD NUTRITION-FEDERAL REIMB	1,733,880.96	829,410.35	904,470.61	0.5
8227	FED.REIMB.-CHILD CARE	85,448.80	48,331.97	37,116.83	0.4
8522	CHILD NUTRITION-STATE REIMB	2,958,256.00	1,438,751.11	1,519,504.89	0.5
8523	STATE REIMB.-CHILD CARE	14,000.00	1,432.26	12,567.74	0.9
8634	CHILD NUTRITION-DAILY SALES	81,667.00	17,070.86	64,596.14	0.8
8637	CHILD NUTRITION-STDNT CATERING	160,000.00	21,418.14	138,581.86	0.9
8638	CHILD NUTRITION-ADULT CATERING	297.00	80.71	216.29	0.7
8660	INTEREST INCOME	52,000.00	26,100.61	25,899.39	0.5
8916	FR GENERAL TO CAFETERIA	500,000.00	-	500,000.00	1.0
Total Revenue		5,585,549.76	2,382,596.01	3,202,953.75	
Total Fund 13 CAFETERIA FUND		5,585,549.76	2,382,596.01	3,202,953.75	

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Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 14 DEFERRED MAINTENANCE FUND					
Revenue					
8091	REVENUE LIMIT TRANSFERS	2,342,944.00	-	2,342,944.00	1.0
8660	INTEREST INCOME	524,000.00	272,791.32	251,208.68	0.5
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
Total Revenue		2,866,944.00	272,791.32	2,594,152.68	
Total Fund 14 DEFERRED MAINTENANCE FUND		2,866,944.00	272,791.32	2,594,152.68	

SAN MATEO COUNTY OFFICE OF EDUCATION
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Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 17 SP RESRV FD(OT CPTL OTLY PROJ)					
Revenue					
8660	INTEREST INCOME	670,000.00	349,259.01	320,740.99	0.5
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
Total Revenue		670,000.00	349,259.01	320,740.99	
Total Fund 17 SP RESRV FD(OT CPTL OTLY PROJ		670,000.00	349,259.01	320,740.99	

SAN MATEO COUNTY OFFICE OF EDUCATION
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Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 21 BUILDING FUND					
Revenue					
8660	INTEREST INCOME	4,350,000.00	3,077,734.46	1,272,265.54	0.3
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8951	PROCEEDS FRM SALE OF BOND	-	-	-	1.0
Total Revenue		4,350,000.00	3,077,734.46	1,272,265.54	
Total Fund 21 BUILDING FUND		4,350,000.00	3,077,734.46	1,272,265.54	

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 25 CAPITAL FACILITIES FUND					
Revenue					
8660	INTEREST INCOME	350,000.00	224,570.76	125,429.24	0.4
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8681	MITIGATION/DEVELOPER FEES	550,000.00	154,554.78	395,445.22	0.7
Total Revenue		900,000.00	379,125.54	520,874.46	
Total Fund 25 CAPITAL FACILITIES FUND		900,000.00	379,125.54	520,874.46	

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 35 CO SCHOOL FACILITIES FUND					
Revenue					
8660	INTEREST INCOME	2.00	0.68	1.32	0.7
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
Total Revenue		2.00	0.68	1.32	
Total Fund 35 CO SCHOOL FACILITIES FUND		2.00	0.68	1.32	

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 40 SPECIAL RESERVE FUND CAP					
Revenue					
8660	INTEREST INCOME	140,000.00	75,717.75	64,282.25	0.5
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8912	BTW GENERAL & SP RESERVE	4,923,591.00	-	4,923,591.00	1.0
Total Revenue		5,063,591.00	75,717.75	4,987,873.25	
Total Fund 40 SPECIAL RESERVE FUND CAP		5,063,591.00	75,717.75	4,987,873.25	

SAN MATEO COUNTY OFFICE OF EDUCATION
40 - South San Francisco Unified School District
Budget Summary Report - Summary (From: 03/01/2026 To: 03/31/2026)
Board Cash Receipts Monthly Report

Object	Object Description	Revised Budget	Current Activity	Account Balance	% Remaining
Fund 73 FOUNDATION TRUST FUND					
Revenue					
8660	INTEREST INCOME	14,000.00	12,607.47	1,392.53	0.1
8662	GAINS/LOSSES ON INVSTMNTS	-	-	-	1.0
8699	ALL OTHER LOCAL REVENUE	150.00	-	150.00	1.0
Total Revenue		14,150.00	12,607.47	1,542.53	
Total Fund 73 FOUNDATION TRUST FUND		14,150.00	12,607.47	1,542.53	

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: April 23, 2026

RE: Acceptance of Gifts

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The District has received the attached list of cash and in-kind gifts during the month of April 2026.

FISCAL IMPLICATIONS:

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

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees accepts the gifts on behalf of the District.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT – ACCEPTANCE OF GIFTS FOR APRIL 2026.

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

$250 from Gilbert Mar Wong to El Camino High School in support of the Track and Field activities.

$43,166.75 from The Original Get Movin' Crew to Ponderosa Elementary School in support of student and school needs.

$920 from American Online Giving Foundation to Alta Loma Middle School in support of academic excellence.

$1,000 from SSF Education Foundation to El Camino High School in support of funding school activities, libraries and more.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: April 23, 2026

RE: Acceptance of 2025-26 Fundraisers

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

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

The following fundraisers are being submitted for approval:

Westborough Middle School

Leadership	End-of-the-Year Social – Pre-selling a variety of snacks including ice cream, pizza, noodles, and chips for the End-of-the-Year Social. Items will be sold after school between the hours of 3:30PM – 4:30PM. Commencing April 15, 2026 through May 7, 2026.

FISCAL IMPLICATIONS:

All funds from approved fundraisers are accounted for in the School Site Associated Student Body (ASB).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the fundraisers listed above.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services

DATE: April 23, 2026

RE: Professional Services Agreements Under $25,000

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

District Office – Business Services

$523.60	ISI Inspection Services, Inc. - Providing special inspection and material testing services for the El Camino High School Gym project, including concrete sampling, laboratory testing, and associated administrative services. This amendment supports ongoing construction compliance with applicable safety and quality standards. Commencing April 2026.
$16,800	Foster & Foster - Providing actuarial consulting services to support compliance with GASB 74/75 reporting requirements for retiree health benefits, including full valuation and roll-forward analysis. Commencing throughout the 2025-26 2026-27 school year.

District Office – Teaching & Learning

$10,450	Dionne Aminata, MathTrust LLC – Providing professional learning services through two programs: Teacher Content

Development & Lesson Study, and Leader Capacity Building through Strategic Partnership. Commencing April 23, 2026 through June 30, 2026.

FISCAL IMPLICATIONS:

Listed above

RECOMMENDATION:

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: April 23, 2026

RE: Quarterly Report on Williams Uniform Complaints (January 1, 2026 through March 31, 2026)

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

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

For the third quarter (January 1, 2026 through March 31, 2026), one complaint regarding facilities was filed.

FISCAL IMPLICATIONS:

None.

RECOMMENDATION:

For Information only.

SAN MATEO COUNTY OFFICE OF EDUCATION

Excellence and Equity in Education

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

District: South San Francisco Unified School District

Name & Title of Preparer: Shawnterra Moore, Superintendent

Quarter Reported: (check one)

- ☐ 1st Quarter: July 2025 through September 2025 – Due October 2025
- ☐ 2nd Quarter: October 2025 through December 2025 – Due January 2026
- ☑ 3rd Quarter: January 2026 through March 2026 – Due April 2026
- ☐ 4th Quarter: April 2026 through June 2026 – Due July 2026

Date for information to be reported publicly at governing board meeting: 04/23/2026

Please check the box that applies:

☐ No complaints were filed with any school in the district during the quarter indicated above.

☑ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints. **Copies of the complaint and the district's written response will be submitted along with this report.**

General Subject Area	Number of Complaints Received	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials and Textbooks	0	0	0
Facility Conditions	1	1	0
Teacher Vacancy or Misassignment	0	0	0
TOTAL	1	1	0

Name & Signature of Superintendent

Date: 04/23/2026

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
WILLIAMS COMPLAINT FORM

398 B Street, South San Francisco, CA 94080-4423
(650) 877-8700 / Fax 583-4717

This Williams Complaints Form below is for local educational agencies (LEAs) to make available to anyone who wants to file a complaint regarding a Williams-type issue. A Williams issue concerns deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment. This form contains elements required by California Education Code Section 35186 and 5 CCR Sections 4600-4687.

Education Code (EC) Section 35186 created a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, and teacher vacancy or misassignment. The complaint and response are public documents as provided by statute. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the following contact information.

Response requested:

- ☐ Yes
- ☒ No

Name (Optional): _____

Mailing Address (Optional): _____

Phone Number Day (Optional): _____

Issue of complaint (please check all that apply):

1. Textbooks and Instructional Materials
   - ☐ A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state-adopted or district-adopted textbooks or other required instructional materials to use in class.
   - ☐ A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each pupil.
   - ☐ Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
   - ☐ A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Facility Conditions
   - ☒ A condition poses an urgent or emergency threat to the health or safety of students or staff, including: gas leaks, nonfunctioning heating, ventilation, fire sprinklers or air-conditioning systems, electrical power failure, major sewer line stoppage, major pest or vermin infestation, broken windows or exterior doors or gates that will not lock and that pose a security risk, abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff, structural damage creating a hazardous or uninhabitable condition, and any other emergency conditions the school district determines appropriate.
   - ☐ A school restroom has not been maintained or cleaned regularly, is not fully operational and has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.
   - ☐ The school has not kept all restrooms open during school hours when pupils are in classes, and has not kept a sufficient number of restrooms open during school hours when pupils are in classes.
3. Teacher Vacancy or Misassignment

- ☐ Teacher vacancy - A semester begins and a teacher vacancy exists. (A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.)
- ☐ Teacher misassignment - A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class.
- ☐ Teacher misassignment - A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

Date of Problem: February 2026

Location of Problem (School Name, Address, and Room Number or Location): Childrens Center play ground 530 Tamarack Ln

Course or Grade Level and Teacher Name: N/A

Please describe the issue of your complaint in detail. You may attach additional pages if necessary to fully describe the situation.

play yard is uneven, small pot holes, kids are falling, tripping & getting hurt. one child required stitches. Office staff and administration not helpful and didn't seem to care.

Please submit this complaint at the following location:

South San Francisco Unified School District
Office of the Assistant Superintendent, Human Resources
398 B Street
South San Francisco, CA 94080
(650) 877-8700

IMPORTANT:

I am **mailing/hand delivering** (circle one) this form:

- _____(date)
- _____ **Principal / Staff** (circle one)
- _____ **School name / District** (circle once)
  - _____(address)

Please make a copy of this completed form for your records.









Response to Williams Complaint

Facilities staff immediately went to the site to inspect the playground at the Children Center with Mr. Claybon, who is the Coordinator of the Children Center. They learned that the location of the incident was outside the confines of the Children Center at the bottom of a stair at the Spruce property farthest end where there is a steep slope in the topography. Staff inspected the Children Center playground itself and identified a few areas for quick repairs but did not find anything substantially unsafe there. However, the area at the bottom of the stairs poses a hazard for students. The asphalt surrounding the square of concrete at the bottom of the steps had sunk significantly, creating a trip hazard. Facility staff took immediate action and filled in the void around the three sides. Everything has been corrected. Attached is a picture showing the asphalt surrounding the square of concrete at the bottom of the steps has been fixed.



SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Resolution #26-47

ASIAN AMERICAN AND NATIVE HAWAIIAN / PACIFIC ISLANDER (AANHPI) HERITAGE MONT (MAY 1 – 31, 2026)

WHEREAS, the month of May was designated as Asian-Pacific American Heritage Month by the United States Congress in 1990 and was officially designated as Asian American and Pacific Islander Heritage Month in 1992; and

WHEREAS, the South San Francisco Unified School District recognizes the importance of inclusive terminology and uses Asian American and Native Hawaiian / Pacific Islander (AANHPI) to reflect the diversity of the communities represented; and

WHEREAS, this year's theme, as designated by the Federal Asian Pacific American Council (FAPAC), is "Power in Unity: Strengthening Communities Together," highlighting the importance of collective strength, bridge-building, and storytelling to foster resilience and connection within Asian American and Native Hawaiian / Pacific Islander (AANHPI) communities; and

WHEREAS, May was chosen to commemorate the immigration of the first Japanese immigrants to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869, for which the majority of workers who laid the tracks were Chinese immigrants; and

WHEREAS, AANHPI communities have overcome many challenges and have, for generations, made significant contributions to all aspects of American society; and

WHEREAS, AANHPI communities represent a rich cultural diversity and include leaders in education, government, science, and the arts; and

WHEREAS, according to the 2020 Census, the AANHPI population represents approximately 21 million U.S. residents and 6.5 million California residents, and locally accounts for approximately 45% of the South San Francisco population and 37% of the District's students; and

WHEREAS, California Education Code Section 51204.5 calls for instruction in the social sciences to include the study of the role and contributions of Asian Americans and Pacific Islanders, with particular emphasis on portraying these groups in contemporary society;

NOW, THEREFORE, BE IT RESOLVED that the South San Francisco Unified School District Board of Trustees hereby recognizes and honors **Asian American and Native Hawaiian / Pacific Islander communities during AANHPI Heritage Month**, May 2026.

REGULARLY PASSED AND ADOPTED this 23rd day of April 2026.

AYES in Favor of Said Resolution

_____ ATTEST:

_____ _____
Secretary/Clerk of the Board

_____

_____ _____
Superintendent of Schools

_____

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: April 23, 2026

RE: Approval of 2026-27 Board of Trustees Monthly Compensation Adjustment and Continuation of Mileage Stipend

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

Pursuant to Section 35120 of the California Education Code and Board Bylaw 9250, members of the Board of Trustees in districts with an average daily attendance (ADA) between 1,000 and 10,000 students, based on the average daily attendance for the prior school year in the jurisdiction of the governing board, are eligible to receive monthly compensation.

The Board has approved annual increases to their compensation in recent years. Based on the adjustment approved at the June 12, 2025 Regular Board meeting, the current monthly Trustee compensation is $487.84, which reflects a 4.5% increase from the prior compensation level. The total monthly compensation, including the $100 monthly mileage stipend, is $587.84.

Assembly Bill 1390 (AB 1390) amended Section 35120 of the Education Code, significantly increasing the allowable compensation for governing board members. Under the amended law, Board members in districts with an average daily attendance (ADA) between 1,000 and 10,000, based on the ADA for the prior school year in the jurisdiction of the governing board, may receive compensation of up to $1,200 per month, provided they attend all meetings held during the month.

The current compensation level represents approximately 40.7% of the newly authorized maximum.

In alignment with AB 1390, the Board may consider increasing Trustee compensation up to the statutory maximum. Any adjustment remains subject to applicable provisions of law, including proportional reduction for unexcused absences.

MILEAGE STIPEND:

Trustees currently receive a $100 monthly stipend for mileage expenses incurred while performing authorized District duties. This practice is supported by Section 35044 of the California Education Code and Board Bylaw 9250.

FISCAL IMPLICATIONS:

The current monthly Trustee compensation is $487.84. The Board may consider the following increase options:

- 3% Increase: $502.48/month
- 5% Increase: $512.23/month
- 8% Increase: $526.87/month

If the mileage stipend is continued, total monthly compensation would be (current total: $587.84/month):

- 3% Increase Total: $602.48/month
- 5% Increase Total: $612.23/month
- 8% Increase Total: $626.87/month

For reference, the statutory maximum allowable compensation under AB 1390 is $1,200/month, approximately $712.16 higher per month than the current compensation level.

RECOMMENDATION:

The Board of Trustees will discuss and consider approval of a proposed percentage increase to their monthly compensation, as well as authorize the continued payment of the $100 monthly mileage stipend for the 2026–27 fiscal year, in accordance with SSFUSD Board Bylaw 9250 and California Education Code Section 35120.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: April 23, 2026

RE: Updated Board Bylaw 9250 - Remuneration, Reimbursement, and other Benefits

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

Board Bylaw 9250 – Remuneration, Reimbursement, and other Benefits has been reviewed and is being brought forward for update to ensure alignment with recent changes in California Education Code Section 35120, including amendments under Assembly Bill 1390.

Additional updates clarify language related to eligibility, compensation adjustments, reimbursement provisions, and benefits to ensure continued compliance with current law and consistency with District practice.

FISCAL IMPLICATIONS:

Fiscal impact includes an increase of $500 for reimbursement of expenses, from $2,000 to $2,500 annually. Fiscal impact will also depend on Board-approved compensation levels and the selected Health and Welfare Benefits option.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees discuss, consider any possible changes, and approve the revised Board Bylaw 9250 with the second reading waived.

CURRENT

Bylaw 9250: Remuneration, Reimbursement And Other Benefits **Status:** ADOPTED

Original Adopted Date: 09/25/2014 | **Last Revised Date:** 12/14/2023 | **Last Reviewed Date:** 12/14/2023

Compensation

Each member of the Governing Board may receive the maximum monthly compensation as provided for in Education Code 35120.

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. (Education Code 35120)

Board members are not required to accept payment for meetings attended.

Each member of the Governing Board may receive the maximum monthly compensation as provided for in Education Code 35120.

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. (Education Code 35120)

Board members are not required to accept payment for meetings attended.

Any member who does not attend all Board meetings during the month is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings he/she attended, unless otherwise authorized by the Board in accordance with law. (Education Code 35120)

A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

Student Board members shall receive no compensation for meetings attended. (Education Code 35012)

Whenever a quorum of Board members serves as another legislative body which will meet simultaneously or in serial order to a Board meeting, the Board clerk or a member of the Board shall verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code 54952.3)

Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district.

The rate of reimbursement shall be at the same rate specified for district personnel, and Board members shall have a $2,000 annual limit for travel reimbursements for any travel unrelated to the California School Boards Association *Masters in Governance program, Annual Education Conference, and/or the Delegate Assembly.* This $2,000 annual limit can only be increased with additional Board review.

Board members shall be reimbursed for traveling expenses incurred only when authorized in advance by the Board and when performing services directed by the Board. (Education Code 35044)

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

In the event a conference or workshop was not attended and registration, transportation and/or hotel accommodations were paid directly , the Board may, at their discretion, require the board member to reimburse the District. Additionally, is any cancelations to attend a conference resulted in non-refundable costs to the district, the Board may, at discretion, require the board member to reimburse the District.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designer before the expense is incurred.

Board members may use district-issued credit cards while on official district business and consistent with the limits established for district personnel. Personal expenses shall not be charged on a district-issued credit card, even if the Board member intends to subsequently reimburse the district for the personal charges.

Health and Welfare Benefits for Current Board Members

Board members may participate in the health and welfare benefits program provided for district employees.

Health and welfare benefits for Board members shall be no greater than that received by the district's no safety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums required for Board members electing to participate in the district health and welfare benefits program to the same extent that it pays for district employees.

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Former Board Members

Former Board members may participate in the health and welfare benefits program provided for district employees under the conditions specified below.

Health and welfare benefits for former Board members shall be no greater than those received by district non-safety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums for health and welfare benefits of any former Board member who served in office after January 1, 1981, began his/her term before January 1, 1995, and has served for 12 or more years. (Government Code 53201)

Any other former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office. (Government Code 53201)

Bylaw 9250: Remuneration, Reimbursement And Other Benefits **Status:** ADOPTED

Original Adopted Date: 11/01/2001 | **Last Revised Date:** 02/01/2026 | **Last Reviewed Date:** 02/01/2026

Compensation

Each member of the Governing Board may receive the maximum monthly compensation as provided for in Education Code 35120.

Each member of the Governing Board shall be provided monthly compensation of $_____, less any amounts deducted for meeting absences which are not excused by the Board. (Education Code 35120)

On an annual basis, the Board may amend this bylaw to increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. (Education Code 35120)

Board members are not required to accept payment for meetings attended.

A Board member who is absent from a Board meeting shall not receive the pro rata monthly compensation for that meeting unless the Board finds, via resolution, that at the time of the Board meeting the Board member was absent due to the need to perform services for the district, illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

Student Board members shall receive no compensation for meetings attended. (Education Code 35012)

Whenever a quorum of Board members serves as another legislative body which will meet simultaneously or in serial order to a Board meeting, the Board clerk or a member of the Board shall when required by law verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code 54952.3)

Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses only authorized when in advance by the board when performing authorized services for the district, including services directed by the Board, the timelines and procedures for reimbursement shall be the same as those established for district personnel and at the same rate of reimbursement. (Education Code 31560, 35044; Government Code 8314)

The rate of reimbursement shall be at the same rate specified for district personnel. Board members shall have a $2,500 annual limit for payment and/or reimbursements for attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern. The annual limit does not apply to travel related to the *California School Boards*

Association Masters in Governance program, Annual Education Conference, and/or the Delegate Assembly.

Board members shall request Board approval for attending conferences and any related travel, in accordance with district policy for staff.

If the cost of registration and travel requested exceeds the Board member's available funds, the Board member shall submit a proposal for how the excess will be covered.

If another Board member wishes to contribute from their annual limit to cover some portion of the costs, that Board member may specify the amount at the Board meeting when the item is up for discussion.

Personal expenses shall be the responsibility of individual Board members. Personal expenses shall include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any Board member with questions regarding the propriety of a particular type of expense shall seek and receive guidance from the Superintendent or designee before the expense is incurred.

In the event a conference or workshop was not attended and registration, transportation and/or hotel accommodations were paid directly, the Board may, at its discretion, require the board member to reimburse the District. Additionally, if any cancellations to attend a conference resulted in non-refundable costs to the district, the Board may, at its discretion, require the board member to reimburse the District.

Health and Welfare Benefits for Current Board Members

Board members may participate in the health and welfare benefits program provided for district employees, as permitted by law. However, health and welfare benefits for Board members shall be no greater than that received by the district's no safety employees with the most generous schedule of benefits.

(Government Code 53208.5)

(Government Code 53208.5)

OPTION 1: (District pays premium)
The district shall pay the premiums required for Board members electing to participate in the district health and welfare benefits program to the same extent that it pays for district employees.

OPTION 1 ENDS HERE

~~OPTION 2: (Board member pays premium/portion of premium and district reimburses)~~
~~Board members who elect to participate in the district health and welfare benefit program or in any approved health plans shall pay _____ toward the cost of premiums.~~

~~OPTION 2 ENDS HERE~~

~~OPTION 3: (District reimburses Board members for costs paid for approved health plans)~~
~~The district shall pay $_____ as a reimbursement for costs of approved health plans that have been paid by Board members.~~

~~OPTION 3 ENDS HERE~~

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan. (Family Code 297.5; Government Code 53205.1)

Health and Welfare Benefits for Former Board Members

Former Board members and a former Board member's spouse/registered domestic partner and eligible dependent children, may participate in the health and welfare benefits program provided for district employees only as permitted by law.

Health and welfare benefits for former Board members shall be no greater than those received by district non-safety employees with the most generous schedule of benefits.

Any former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office.(Government Code 53201)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: April 23, 2026

RE: New and Updated Board Policies - 1ST Reading/Approval

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

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

Recommended for adoption:

1. BB 5131 – Conduct
2. BP 5131.6 – Alcohol and Other Drugs
3. BP 5131.8 – Mobile Communication Devices
4. BB 9150 – Student Board Members
5. BP 3515.4 - Recovery for Property Loss or Damage
6. BP 5113 – Absences and Excuses
7. BP 5113.12 - District School Attendance Review Board
8. BP 5113.2 – Work Permits
9. BP 5141 – Health Care and Emergencies
10. BP 5141.4 – Child Abuse Prevention and Reporting
11. BP 5142 – Safety

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

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

CURRENT

Policy 5131: Conduct **Status:** ADOPTED

Original Adopted Date: 09/27/2012 | **Last Reviewed Date:** 09/27/2012

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, going to or coming from school, at school activities, or using district transportation.

Behavior is considered appropriate when students are diligent in study, careful with school property, courteous and respectful towards their teachers, other staff, students and volunteers.

The Superintendent or designee will ensure that each school site develops standards of conduct and discipline consistent with district policies and administrative regulations.

Students and parents/guardians will be notified of district and school rules related to conduct and students shall receive instruction regarding these rules. In addition, parents/guardians and students may be provided information about early warning signs of harassing/intimidating behaviors as well as prevention and intervention strategies.

Prohibited student conduct includes but is not limited to:

1. Behavior that endangers staff and/or students;
2. Behavior that disrupts the orderly classroom, school environment, or co-curricular activity.
3. Harassment of students or staff, including bullying, intimidation, hazing, or any other verbal, written or physical conduct that causes or threatens to cause bodily harm, emotional suffering, or sexual harassment.
4. Damage to or theft of property belonging to the district, staff or students;
5. Possession or use of laser pointers, unless used for a valid instructional or other school-related purpose; (Penal Code 417.27);

   Prior to bringing a laser pointer on school premises for a valid instructional or school-related purpose, a student shall obtain permission from the principal or designee.
6. Profane, vulgar or abusive language;
7. Plagiarism or dishonesty in school work or on tests;
8. Inappropriate dress;
9. Tardiness and unexcused absence from school;
10. Failure to remain on school premises in accordance with school rules.

Possession of Cellular Phones and Other Electronic Signaling Devices

For K-12 Students

Disclaimer: The district is not responsible for these electronic devices.

Students may not use electronic signaling devices, while on school grounds, including but not limited to, pagers and cellular/digital telephones, as well as other mobile communications devices including, but not limited to, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptop computers. Students may possess these devices provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities such as cheating on assignments, tests, or on school grounds during regular school hours. Electronic signaling devices shall be turned off or stored during regular school hours and/or at the direction of a district employee. Tracking devices will be allowed with prior consent from the administrator. No student is prohibited from possessing or using an electronic signaling device that is determined by a licensed physician and surgeon to be essential for the health of the student and use of which is limited to purposes related to the health of the student.

Student cell phones, including, but not limited to, text messages and digital photos, may be searched by the district, under limited circumstances, in accordance with the limitations imposed by state and federal law. Specifically, school officials may not search students' cell phones, including the accessing and reading of their text messages and digital photos, unless those officials:

1. Have a reasonable suspicion, based on objective and articulable facts, that the search will provide evidence that the particular student was violating either the law or a school rule, including this policy; and

2. The scope of the search is reasonably related to the objectives of the search and not excessively intrusive in light of the nature of the alleged infraction.

Enforcement of Standards

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, he/she shall refer the matter to his/her supervisor or administrator for further investigation.

Students who violate district or school rules and regulations may be subject to discipline, including but not limited to suspension, expulsion or transfer to alternative programs in accordance with Board policy and administrative regulation. In addition, when the conduct involves intimidation, harassment, or other endangerment of a student or employee, the Superintendent or designee shall provide appropriate assistance as necessary for the victim and the offender or make appropriate referrals for such assistance.

Bullying/Cyberbullying

The Board desires to prevent bullying by establishing a positive, collaborative school climate and clear rules for student conduct.

The district may provide students with instruction, in the classroom or other educational settings, that promotes communication, social skills, and assertiveness skills and educates students about appropriate online behavior and strategies to prevent and respond to bullying and cyberbullying.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies. Parents/guardians, students, and community members also may be provided with similar information.

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff, or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

Students shall be encouraged to save and print any messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

Any student who engages in cyberbullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

PROPOSED

FIRST READING

Policy 5131: Conduct

Status: ADOPTED

Original Adopted Date: 03/01/2010 | **Last Revised Date:** 03/01/2025 | **Last Reviewed Date:** 03/01/2025

The Governing Board believes that all students have the right to be educated in a safe and positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, going to or coming from school, at school activities, or using district transportation.

The Superintendent or designee shall ensure that each school develops standards of conduct and discipline consistent with Board policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff, or others, including, but not limited to, physical violence, possession of a firearm or other weapon, and terrorist threats
2. Discrimination, harassment, intimidation, or bullying of students or staff, including sexual harassment, hate-motivated behavior, cyberbullying, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption to the school program
3. Conduct that disrupts the orderly classroom or school environment
4. Willful defiance of staff's authority
5. Damage to or theft of property belonging to students, staff, or the district
6. Obscene acts or use of profane, vulgar, or abusive language
7. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited substances
8. Possession or use of a laser pointer, unless for a valid instructional or other school-related purpose with prior permission of the principal or designee (Penal Code 417.27)
9. Use of a smartphone or other mobile communication device in an unauthorized manner
10. Plagiarism or dishonesty on school work or tests
11. Wearing of any attire that violates district or school dress codes, including gang-related apparel
12. Tardiness or unexcused absence from school
13. Failure to remain on school premises in accordance with school rules
14. Other conduct prohibited by Education Code 48900-48915-48915

Employees are expected to enforce standards of conduct and when they observe or receive a report of a violation of these standards, to appropriately intervene, or seek assistance. As necessary, the employee shall

refer the matter to a supervisor or the principal or designee.

When a school employee suspects that a search of a student or a student's belongings will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with Board Policy and Administrative Regulation 5145.12 - Search and Seizure.

When a student uses any prohibited device, or uses a permitted device in an unauthorized manner, a district employee may confiscate the device. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, referral to a student success team or counseling services, or denial of participation in extracurricular or cocurricular activities or other privileges in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

Students also may be subject to discipline, in accordance with law, Board policy, or administrative regulation, for any off-campus conduct during non-school hours which poses a threat or danger to the safety of students, staff, or district property, or substantially disrupts school activities.

CURRENT

Policy 5131.6: Alcohol And Other Drugs **Status:** ADOPTED

Original Adopted Date: 11/18/2010 | **Last Reviewed Date:** 11/18/2010

The Governing Board believes that the use of alcohol or other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences. The Board desires to keep district schools free of alcohol and other drugs in order to help prevent violence, promote school safety and create a well-disciplined environment conducive to learning.

The Superintendent or designee shall develop, implement and evaluate a comprehensive prevention and intervention program that is coordinated with other school and community-based services and programs. The district's program shall be scientifically based and designed to prevent or reduce alcohol or other drug use and the possession and distribution of illegal drugs. It shall include primary prevention activities such as decision-making skills and conflict management, instruction, referral to a rehabilitation program, enforcement/discipline, activities that promote the involvement of parents/guardians and coordination with appropriate community agencies and organizations.

The Board and Superintendent shall agree upon performance measures that will be used to monitor and determine the effectiveness of the district's program in reducing drug and alcohol use. The Superintendent or designee shall develop and implement an evaluation process that includes ongoing assessment and analysis of objective data regarding the incidence of drug and alcohol use among district students, including discipline problems, and the prevalence of risk factors.

The Superintendent or designee shall consult with principals, teachers, other school personnel, students and parents/guardians when developing the district's program.

The Superintendent or designee shall clearly communicate to all students, staff and parents/guardians the district's policies, regulations and school rules related to the use of alcohol and other drugs on school campuses or at school activities. Information about program needs and goals shall be widely distributed in the community.

Staff should encourage students to participate as responsible partners in efforts to maintain a safe, constructive school climate.

The Board encourages the establishment of site-level advisory groups to assist in promoting alcohol- and drug-free schools.

The district's drug education program shall augment county drug education services, if any. District staff shall take every opportunity to cooperate with county and county office of education staff in planning and implementing collaborative alcohol and drug prevention programs.

Instruction

The district shall provide science-based preventative instruction which has been proven effective in helping students avoid the use of alcohol and other drugs.

All instruction and related materials shall consistently state that unlawful use of alcohol or other drugs is wrong and harmful. Instruction shall not include the concept of responsible use of drugs or alcohol when such use is illegal. (20 USC 7114, 7162; Health and Safety Code 11999.2)

The district shall offer staff development activities for staff who implement the comprehensive drug and alcohol prevention and intervention program.

Intervention, Referral and Student Assistance Programs

School staff, students and parents/guardians shall be informed about early warning signs which may indicate alcohol and other drug use and about appropriate agencies offering intervention programs, counseling, referral and other student assistance programs.

The Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who disclose their use of alcohol or other drugs when seeking help from an intervention or recovery program shall not be disciplined for such use.

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and other drugs and related paraphernalia on school grounds or at school-sponsored activities.

Students possessing, using or selling alcohol or other drugs or related paraphernalia shall be subject to disciplinary procedures including suspension or expulsion and/or referral to law enforcement in accordance with law, Board policy and administrative regulation. In addition, such students may be referred to an appropriate counseling program, transferred to an alternative placement, and/or be restricted from extracurricular activities, including athletics.

PROPOSED

FIRST READING

Policy 5131.6: Alcohol And Other Drugs **Status:** ADOPTED

Original Adopted Date: 02/01/1996 | **Last Revised Date:** 03/01/2025 | **Last Reviewed Date:** 03/01/2025

The Governing Board believes that the use of alcohol or other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences. The Superintendent or designee shall develop comprehensive programs and activities to foster safe, healthy, and drug-free environments that support academic achievement.

The district's alcohol and drug prevention and intervention programs shall be coordinated with other school and community-based services and programs and shall promote the involvement of parents/guardians. The Superintendent or designee may collaborate with the county office of education, community-based organizations, health providers, law enforcement agencies, local child welfare agencies, postsecondary institutions, businesses, and other public and private entities in program planning, implementation, and evaluation.

Prevention and intervention programs and activities may include, but are not limited to: (20 USC 7118)

1. Evidence-based drug and violence prevention activities and programs that educate students against the use of alcohol, tobacco, cannabis, smokeless tobacco products, and electronic cigarettes

2. Professional development and training for school staff, specialized instructional support personnel, and interested community members on drug prevention, education, early identification, intervention mentoring, recovery support services, and, where appropriate, rehabilitation referral

3. School-based mental health services, including early identification of drug use and referrals to counseling services, and/or partnerships with public or private health care entities that have qualified mental and behavioral health professionals

4. Programs and activities that provide mentoring and school counseling to all students, including students who are at risk of drug use and abuse

Instruction and Notification

The district shall provide science-based preventative instruction, consistent with law, the accompanying administrative regulation, and Board Policy 5141.52 - Suicide Prevention, which has been proven effective in helping students avoid the use of alcohol and other drugs.

All instruction and related materials shall consistently state that unlawful use of alcohol or other drugs is prohibited. Instruction shall not include any message on responsible use of drugs or alcohol when such use is illegal. (Health and Safety Code 11999.2)

The district shall offer staff development activities for staff who implement the comprehensive drug and alcohol prevention and intervention program.

The district shall annually inform parents/guardians at the beginning of the first semester or quarter of the regular school year about the dangers associated with the use of synthetic drugs that are not prescribed by a physician, such as fentanyl, the possibility that dangerous drugs can be found in counterfeit pills, and the

risks of social media being used as a way to market and sell synthetic drugs. Additionally, the district, and each school that maintains its own website, shall post such information on its website. (Education Code 48985.5)

Intervention, Referral, and Student Assistance Programs

The Superintendent or designee shall inform school staff, students, and parents/guardians about early warning signs, which may indicate alcohol and other drug use, and about appropriate agencies offering intervention programs, counseling, referral, and other student assistance programs.

The Board strongly encourages any student who is using alcohol or drugs to discuss the matter with the student's parent/guardian or with any staff member. Students who disclose their use of alcohol or other drugs when seeking help from an intervention or recovery program shall not be disciplined for such use, including that, in accordance with Education Code 48900, students who voluntarily disclose their use of a tobacco product, controlled substance, alcohol, or an intoxicant of any kind in order to seek help through services or supports shall not be suspended.

Opioid Antagonists

Students in middle school, junior high school, high school, or adult school, may carry fentanyl test strips or a federally approved opioid antagonist for the emergency treatment of persons suffering, or reasonably believed to be suffering, from an opioid overdose, while on a school site or participating in a school activity. (Education Code 49414.6)

Additionally, students 12 years of age or older, while on a school site or participating in school activities, may carry and administer a naloxone hydrochloride nasal spray or any other opioid overdose reversal medication that is federally approved for over-the counter nonprescription use for the purpose of providing emergency treatment to persons who are suffering, or reasonably believed to be suffering, from an opioid overdose. (Education Code 49414.35)

Enforcement and Discipline

Unless otherwise authorized by law, students shall not possess, use, or sell alcohol or other drugs and related paraphernalia on school grounds or at school-sponsored activities.

The Superintendent or designee shall clearly communicate to all students, staff, and parents/guardians the district's policies, regulations, and school rules related to the use of alcohol and other drugs.

Any student found by the Board to be selling a controlled substance listed in Health and Safety Code 11053-11058 shall be recommended for expulsion in accordance with Board Policy/Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process. A student found to have committed another drug or alcohol offense, including possession or intoxication, shall be referred to appropriate behavioral interventions or student assistance programs, and may be subject to discipline on a case-by-case basis.

The district may use alternatives to the referral of a student to a law enforcement agency in response to an incident involving the student's misuse of an opioid, to the extent any alternative utilized is not in conflict with any law requiring that referral. (Education Code 49414.4)

Program Evaluation

The Board and Superintendent shall agree upon performance measures that will be used to monitor and determine the effectiveness of district programs in reducing drug and alcohol use. The Superintendent or designee shall periodically report to the Board on the effectiveness of district activities in achieving identified objectives and outcomes. (20 USC 7116)

CURRENT

Bylaw 9150: Student Board Members **Status:** ADOPTED

Original Adopted Date: 11/18/2010 | **Last Revised Date:** 09/07/2023 | **Last Reviewed Date:** 09/07/2023

In order to enhance communication and collaboration between the Governing Board and the student body and to teach students the importance of civic involvement, the Board supports the participation of high school students in district governance.

Student Board members may, at the Board's discretion, receive elective course credit for service as a student Board member based on the number of equivalent daily instructional minutes for the student Board member's services provided. (Education Code 35012, 35120)

Student Board member(s) shall be entitled to be reimbursed for mileage to the same extent as other members of the Board, but shall not receive monetary compensation for attendance at Board meetings. (Education Code 35012)

A student Board member shall not be liable for any acts of the Board. (Education Code 35012)

Petition

High school students may submit a petition to the Board requesting the appointment of at least one student Board member. (Education Code 35012)

To qualify for Board consideration, the petition for student representation shall contain the signatures of at least 500 students or 10 percent of the number of students regularly enrolled in district high schools, whichever is less. (Education Code 35012)

Within 60 days of receiving a student petition, or at the next regularly scheduled Board meeting if no meeting is held within those 60 days, the Board shall order the inclusion of at least one student member on the Board. (Education Code 35012)

Choosing Student Board Members

A student Board member shall be chosen by students enrolled in the district's high schools in accordance with procedures prescribed by the Board. (Education Code 35012)

The term of student Board member(s) shall be one year, commencing on July 1. However, the Board may adjust the term of a student Board member only if a vacancy occurs or in order to give more students an opportunity to serve on the Board. (Education Code 35012)

Role and Responsibilities of Student Board Members

Student Board members shall not be considered members of a legislative body for purposes of the Brown Act. (Education Code 35012)

A student Board member shall not be counted in determining the vote required to carry any measure before the Board or whether a quorum is in attendance at a Board meeting.

Student Board member(s) shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

All materials presented to Board members, except those related to closed sessions, shall be presented to student Board members at the same time they are presented to other Board members. Student Board member(s) shall also be invited to attend staff briefings or be provided with a separate staff briefing within the same timeframe as the briefing of other Board members. In addition, all materials given to Board members by the district between meetings, except for materials that pertain to closed session items, shall be distributed to student Board members. (Education Code 35012)

Student Board member(s) shall be recognized at Board meetings as full member(s), shall be seated with other members of the Board, and shall be allowed to participate in questioning witnesses and discussing issues. (Education Code 35012)

Student Board member(s) shall be allowed to cast preferential votes on all matters except those subject to closed session discussion. *Preferential voting* means a formal expression of opinion that is recorded in the minutes and cast before the official vote of the Board. Preferential votes shall not affect the final numerical outcome of a vote. (Education Code 35012)

Student Board member(s) may make motions that may be acted upon by the Board, except on matters dealing with employer-employee relations pursuant to Government Code 3540-3549.3. (Education Code 35012)

Student Board members shall be appointed to subcommittees of the Board in the same manner as other Board members, and shall be made aware of the time commitment required to participate in subcommittee meetings and work and of the right to decline an appointment. The availability of all subcommittee members, including the availability of student Board members, may be considered when scheduling subcommittee meetings. (Education Code 35012)

Student Board members shall be invited to attend functions of the Board, such as forums, meetings with students and parents/guardians, and other general assemblies. (Education Code 35012)

Student Board Member Training

The Superintendent or designee may, at district expense, provide learning opportunities to student Board members through trainings, workshops, and conferences, such as those offered by the California School Boards Association and other organizations, to enhance their knowledge, understanding, and performance of leadership skills and their Board responsibilities.

The Superintendent or designee may periodically provide information to student Board member candidates to give them an understanding of the position. Once chosen or appointed, incoming student Board members shall be provided an orientation designed to build knowledge of the district and an understanding of the responsibilities and expectations of the position.

Alternate Student Board Member

If the Board determines that the student Board member's duties are not being fulfilled, the Board may appoint another student to serve out the term of the student Board member. If an alternate student Board member is appointed, the Board shall suspend the prior student Board member's rights and privileges related to service on the Board. (Education Code 35012)

Elimination of Student Board Member Position

Once established, the student Board member position shall continue to exist until the Board, by majority vote of all voting Board members, approves a motion to eliminate the position. Such a motion shall be listed as a public agenda item for a Board meeting prior to the motion being voted upon. (Education Code 35012)

PROPOSED

FIRST READING

Bylaw 9150: Student Board Members

Status: ADOPTED

Original Adopted Date: 12/01/2019 | **Last Revised Date:** 03/01/2025 | **Last Reviewed Date:** 03/01/2025

In order to enhance communication and collaboration between the Governing Board and the student body and to teach students the importance of civic involvement, the Board supports the participation of high school students in district governance.

Credit, Compensation, and Liability

The student Board member(s) shall receive elective course credit for service as a student Board member based on the number of equivalent daily instructional minutes for the student Board member's services provided. (Education Code 35120)

A student Board member is not liable for any acts of the Board. (Education Code 35012)

Student Board Member Positions Based on Petition

High school students may submit a petition to the Board requesting the creation of at least one student Board member position.

To qualify for Board consideration, the petition shall contain the signatures of at least 500 students or 10 percent of the number of students regularly enrolled in district high schools, whichever is less. (Education Code 35012)

Within 60 days of receiving a student petition, or at the next regularly scheduled Board meeting if no meeting is held within those 60 days, the Board shall adopt a Board bylaw or amend this Board bylaw to create at least one student Board member position on the Board. (Education Code 35012)

Student Board Member Positions Based on Board Authority

There shall be 2 student Board member position(s) on the Board. (Education Code 35160)

Student Board Member Eligibility, Selection, and Term

Each student Board member shall be enrolled in a district high school and shall be selected by a vote of the appliable student body. (Education Code 35012)

If the district has more high schools than student Board member positions, the student Board member position(s) shall rotate annually between the high schools of the district.

The term of the student Board member(s) shall be one year, commencing each July 1. The Board may adjust the term of a student Board member only if a vacancy occurs or to provide more students with an opportunity to serve on the Board. (Education Code 35012)

Role and Responsibilities of Student Board Members

The student Board member(s) shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

The student Board member(s) shall also be invited to attend staff briefings, or be provided with a separate staff briefing, within the same timeframe as the briefing of other Board members. Additionally, the student Board member(s) shall receive all materials given to Board members between meetings, except for materials that pertain to closed session items, at the same time they are presented to other Board members. (Education Code 35012)

The student Board member(s) shall be recognized at Board meetings as full member(s), shall be seated with other members of the Board, and shall be allowed to participate in questioning witnesses and discussing issues. (Education Code 35012)

The student Board member(s) shall be allowed to cast preferential votes on all matters except those subject to closed session discussion. *Preferential voting* means a formal expression of opinion that is recorded in the minutes and cast before the official vote of the Board. Preferential votes shall not affect the final numerical outcome of a vote. (Education Code 35012)

The student Board member(s) may make motions that may be acted upon by the Board, except on matters dealing with employer-employee relations pursuant to Government Code 3540-3549.3. (Education Code 35012)

The student Board member(s) shall be appointed to subcommittees of the Board in the same manner as other Board members, although a student Board member may decline an appointment. The availability of all subcommittee members, including the availability of the student Board member(s), may be considered when scheduling subcommittee meetings. (Education Code 35012)

The student Board member(s) shall not be considered members of the Board for purposes of the Brown Act. (Education Code 35012)

The student Board member(s) shall not be counted in determining the vote required to carry any measure before the Board or whether a quorum is in attendance at a Board meeting.

The student Board member(s) shall be invited to attend functions of the Board, such as forums, meetings with students and parents/guardians, and other general assemblies. (Education Code 35012)

On a case-by-case basis, the student Board member(s) may make restorative justice recommendations to the Board regarding specific expulsion matters. In order for such a recommendation to be made, the student who is subject to the expulsion and that student's parent/guardian shall first provide written consent. If such consent is given, the Superintendent or designee shall provide the student Board member(s) with information regarding the expulsion but only to the extent necessary for the student Board member(s) to provide a recommendation related to restorative justice to the Board. (Education Code 35012)

Student Board Member Training

The Superintendent or designee may, at district expense, provide learning opportunities to the student Board member(s) through trainings, workshops, and conferences, such as those offered by the California School Boards Association and other organizations, to enhance their knowledge, understanding, and performance of leadership skills and their Board responsibilities.

The Superintendent or designee may periodically provide information to student Board member candidates to give them an understanding of the position. Once selected, the incoming student Board member(s) shall

be provided an orientation designed to build knowledge of the district and an understanding of the responsibilities and expectations of the position.

Alternate Student Board Member

If the Board determines that a student Board member is not fulfilling the duties of the position, the Board may appoint another student to serve out the term of the student Board member. If an alternate student Board member is appointed, the Board shall suspend the prior student Board member's rights and privileges related to service on the Board. (Education Code 35012)

Elimination of Student Board Member Position

Once established, the student Board member position shall continue to exist until the Board, by majority vote of all voting Board members, approves a motion to eliminate the position. Such a motion shall be listed as a public agenda item for a Board meeting prior to the motion being voted upon. (Education Code 35012)

NEW

PROPOSED

FIRST READING

Policy 5131.8: Mobile Communication Devices

Status: ADOPTED

Original Adopted Date: 10/01/2019 | **Last Revised Date:** 03/01/2025 | **Last Reviewed Date:** 03/01/2025

The Governing Board recognizes that student use of smartphones and other mobile communication devices on campus may be beneficial to student learning and well-being, and could be harmful and disruptive of the instructional program in some circumstances. When on campus or when under the supervision of district employees, students may use smartphones and other mobile communication devices only as permitted under this policy.

Students may not use smartphones, other mobile communication devices, and/or electronic signaling devices, while on school grounds, including but not limited to, smartphones (e.g. iPhone, Android devices), tablets (e.g. iPads), smartwatches, smart eyewear (e.g. Artificial Intelligence "AI" and Augmented Reality "AR" glasses, smart glasses), laptops, and specialized tools such as cellular hotspots, e-readers, and handheld gaming consoles.

Students may possess these devices provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities including, but not limited to, scholastic dishonesty and bullying/cyber-bullying, or on school grounds during regular school hours.

These devices shall be turned off and stored away from immediate use in a secure place, including, but not limited to, the student's locker, a closed backpack, classroom lockboxes, or other storage devices provided by the school/district, during regular school hours and/or at the direction of a district employee.

At the high school level, school administration may set specific guidelines for mobile device use during non-instructional times (such as lunch and passing periods). These discretionary limits are designed to support a positive school climate and may be updated as needed by campus leadership.

A student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

1. In the case of an emergency, or in response to a perceived threat of danger
2. When a teacher or administrator grants permission to the student to possess or use a mobile communication device, subject to any reasonable limitation imposed by that teacher or administrator
3. When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well-being
4. When the possession or use is required by the student's individualized education program

The Superintendent or designee may undertake measures or strategies in accordance with law, to limit student access to smartphones and other mobile communication devices on campus. (Education Code 48901.7)

Smartphones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person.

A student's personal electronic device shall not be searched without the consent of the student's parent/guardian, except pursuant to a lawfully issued warrant, when a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device information, or when the search is otherwise permitted pursuant to Penal Code 1546.1.

When a student uses a mobile communication device in an unauthorized manner while at a school site or under the supervision and control of a district employee, the student may be disciplined and the district employee may temporarily confiscate the device. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate.

A student may also be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

The district will not be responsible or liable for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

The Board shall review and, as necessary, update this policy at least once every five years. Any such review or update shall include significant stakeholder participation to ensure that the policy is responsive to the unique needs and desires of the school community.

NEW - PROPOSED

FIRST READING

Policy 3515.4: Recovery For Property Loss Or Damage **Status:** ADOPTED

Original Adopted Date: 10/01/1997 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

The Governing Board desires to create a safe and secure learning environment and to minimize acts of vandalism and damage to school property. When district property is damaged due to the willful misconduct of a student or other person, the Superintendent or designee shall seek reimbursement of damages, within the limitations specified in law, from the parent/guardian of a minor child or from any other responsible individual.

The district may collect debt owed by a student or former student as a result of vandalism or to cover the replacement cost of district books, supplies, or property loaned to a student that the student fails to return or that is willfully cut, defaced, or otherwise injured. However, the Superintendent or designee shall not collect debt for such damage caused by a current or former student experiencing homelessness or foster child or youth. (Education Code 48904, 49014)

Rewards

The Board may offer and pay a reward for information leading to the determination of the identity of, and the apprehension of, any person who willfully damages or destroys any district property. (Government Code 53069.5)

The Board authorizes the Superintendent or designee to offer a reward in any amount deemed appropriate, not exceeding $2,500. A reward in excess of $2,500 shall be authorized in advance by the Board.

The Superintendent or designee shall disburse the reward when the guilt of the person responsible for the act has been established by a criminal conviction or other appropriate judicial procedure. If more than one person provides information, the reward shall be divided among them as appropriate.

CURRENT

Policy 5113: Absences And Excuses **Status:** ADOPTED

Original Adopted Date: 10/11/1999 | **Last Revised Date:** 02/13/2025 | **Last Reviewed Date:** 02/13/2025

The Governing Board believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws and may use appropriate legal means to correct problems of chronic absence or truancy.

In accordance with law, Board policy, and administrative regulation, absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons as specified in Education Code 48205~~)~~, and work in the entertainment or allied industry as permitted pursuant to Education Code 48225.5.

When a student's absence from school is excused, the student's teacher shall determine identical or reasonably equivalent assignments and tests to those missed during the absence which the student shall be permitted to complete for full credit within a reasonable amount of time as determined by the teacher. (Education Code 48205, 48225.5)

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulation. (Education Code 46014)

Inasmuch as school attendance and class participation are integral to students' learning experiences, parents/guardians and students shall be encouraged to schedule medical and other appointments during non-school hours.

Students shall not be absent from school without their parents/guardians' knowledge or consent, except in cases of medical emergency or, as authorized pursuant to Education Code 46010.1, for a confidential medical appointment.

The Board shall, by resolution entered into its minutes, approve reasonable methods that may be used to verify student absences due to illness or quarantine. (5 CCR 421)

PROPOSED

FIRST READING

Policy 5113: Absences And Excuses

Status: ADOPTED

Original Adopted Date: 11/01/1999 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

The Governing Board believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws and may use appropriate legal means to correct problems of chronic absence or truancy.

In accordance with law, Board policy, and administrative regulation, absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons as specified in Education Code 48205, and work in the entertainment or allied industry as permitted pursuant to Education Code 48225.5.

When a student's absence from school is excused, the student's teacher shall determine identical or reasonably equivalent assignments and tests to those missed during the absence which the student shall be permitted to complete for full credit within a reasonable amount of time as determined by the teacher. (Education Code 48205, 48225.5)

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulation. (Education Code 46014)

Because school attendance and class participation are integral to students' learning experiences, parents/guardians and students shall be encouraged to schedule medical and other appointments during non-school hours.

Students shall not be absent from school without their parents/guardians' knowledge or consent, except in cases of medical emergency or, as authorized pursuant to Education Code 46010.1, for a confidential medical appointment.

The Board shall, by resolution entered into its minutes, approve reasonable methods that may be used to verify student absences due to illness or quarantine. (5 CCR 421)

NEW - PROPOSED

FIRST READING

Policy 5113.12: District School Attendance Review Board

Status: ADOPTED

Original Adopted Date: 10/01/2017 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

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

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

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

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

Each SARB shall, at least annually, consult with students who reflect the diversity of all the schools that are served by the SARB for the purpose of soliciting input that will assist SARB members in gaining a better understanding of, and proposing interventions for, student attendance and behavioral challenges. (Education Code 48321)

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

The district's SARB shall operate in accordance with Board Bylaw 9320 - Meetings and Notices, Board Bylaw 9321 - Closed Session, and Board Bylaw 9322 - Agenda/Meeting Materials; Education Code 48320-48325; applicable rules and regulations of the County Office of Education's SARB; and the Ralph M. Brown Act (open meeting requirements).

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

CURRENT

Policy 5113.2: Work Permits **Status:** ADOPTED

Original Adopted Date: 11/18/2010 | **Last Revised Date:** 07/14/2022 | **Last Reviewed Date:** 07/14/2022

The Governing Board recognizes that part-time employment can provide students with income, job experience, and valuable life skills and should be permitted to the extent that such employment does not interfere with a student's education. Before accepting any offer of employment, district students who are minors shall obtain work permits from the Superintendent or designee, regardless of whether the employment will occur when school is in session and/or not in session, unless otherwise exempted by law.

In determining whether to grant or continue a work permit, the Superintendent or designee shall consider whether employment is likely to significantly interfere with the student's schoolwork. Students granted work permits shall be required to demonstrate and maintain a 2.0 grade point average and satisfactory school attendance, except during periods of extended school closure due to an emergency as described in Education Code 49200 and the accompanying administrative regulation. On a case-by-case basis, the Superintendent or designee may approve a maximum work hour limit that is lower than the limit specified in law and administrative regulation.

Students with work permits may be exempted from attendance in a full-time day school provided they attend part-time classes. (Education Code 48230)

Work permits shall be limited to part-time employment as defined by law, except when the Superintendent or designee determines that circumstances warrant the granting of a permit for full-time employment.

Any student authorized to work full time when school is in session shall be enrolled in part-time continuation classes. A student age 14 or 15 who receives a permit to work full time shall also be enrolled in a work experience education program. (Education Code 49130, 49131, 49135)

PROPOSED

FIRST READING

District Policy Manual
CSBA Policy Management Console

Policy 5113.2: Work Permits

Status: ADOPTED

Original Adopted Date: 06/01/1995 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

The Governing Board recognizes that part-time employment can provide students with income, job experience, and valuable life skills and should be permitted to the extent that such employment does not interfere with a student's education. Before accepting any offer of employment, district students who are minors shall obtain work permits from the Superintendent or designee, regardless of whether the employment will occur when school is in session, unless otherwise exempted by law.

Students with work permits shall be exempted from attendance in a full-time day school provided they attend part-time classes. (Education Code 48230)

In determining whether to grant or continue a work permit, the Superintendent or designee shall consider whether employment is likely to significantly interfere with the student's schoolwork. Students granted work permits shall be required to demonstrate and maintain a 2.0 grade point average and satisfactory school attendance, except during periods of extended school closure due to an emergency as described in Education Code 49200 and the accompanying administrative regulation. On a case-by-case basis, the Superintendent or designee may approve a maximum work hour limit that is lower than the limit specified in law and administrative regulation.

Work permits shall be limited to part-time employment as defined by law, except when the Superintendent or designee determines that circumstances warrant the granting of a permit for full-time employment.

Any student authorized to work full time when school is in session shall be enrolled in part-time continuation classes. Additionally, a student 14 or 15 years of age who receives a permit to work full time shall also be enrolled in a work experience education program. (Education Code 49130, 49131, 49135)

CURRENT

Policy 5141: Health Care And Emergencies **Status:** ADOPTED

Original Adopted Date: 11/18/2010 | **Last Reviewed Date:** 11/18/2010

The Governing Board recognizes the importance of taking appropriate action whenever an emergency threatens the safety, health, or welfare of a student at school or during school-sponsored activities.

The Superintendent or designee shall develop procedures to ensure that first aid and/or medical attention is provided as quickly as possible when student accidents and injuries occur and that parents/guardians are notified as appropriate.

The Superintendent or designee shall ask parents/guardians to provide emergency contact information in order to facilitate communication in the event of an accident or illness.

District staff shall appropriately report and document student accidents.

Resuscitation Orders

The Board believes that staff members should not be placed in the position of determining whether or not to follow any parental or medical "do not resuscitate" orders. Staff shall not accept or follow any such orders unless they have been informed by the Superintendent or designee that the request to accept such an order has been submitted to the Superintendent or designee, signed by the parent/guardian, and supported by a written statement from the student's physician and an order from an appropriate court.

The Superintendent or designee shall ensure that all parents/guardians are informed of this policy.

Automated External Defibrillators

The Board authorizes the placement of automated external defibrillators (AEDs) at designated school sites for use by designated personnel who have volunteered to receive training in the use of AEDs.

The Superintendent or designee shall develop guidelines for employees regarding the use of these devices and shall ensure that employees receive training on their proper use and handling. The guidelines shall also specify the placement, security, and maintenance of the AED.

The authorization of AEDs in district schools shall not be deemed to create a guarantee or obligation to use the AED in the case of an emergency nor any expectation that an AED or trained employee will be present and/or able to use an AED in an emergency or any expectation that the AED will operate properly.

Policy 5141: Health Care And Emergencies **Status:** ADOPTED

Original Adopted Date: 03/01/2005 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

The Governing Board recognizes the importance of taking appropriate action whenever an emergency threatens the safety, health, or welfare of a student at school or during district sponsored activities.

The Superintendent or designee shall develop procedures to ensure that first aid and/or medical attention is provided as quickly as possible when accidents and injuries to students occur and that parents/guardians are notified as appropriate.

The Superintendent or designee shall ask parents/guardians to provide emergency contact information in order to facilitate communication in the event of an accident or illness.

District staff shall appropriately report and document student accidents.

"Do Not Resuscitate" Orders

The Board believes that staff members should not be placed in the position of determining whether to follow any parent/guardian or medical "do not resuscitate" order. Staff shall not accept or follow any such order except under the specific written direction of the Superintendent or designee. The Superintendent or designee may only direct a staff member to follow a "do not resuscitate" order if the Superintendent or designee has received a written authorization from the student's parent/guardian, with an authorized health care provider statement, and an order of an appropriate court.

The Superintendent or designee shall ensure that parents/guardians who have submitted a "do not resuscitate" order are informed of this policy.

Automated External Defibrillators

The Board authorizes the Superintendent or designee to place automated external defibrillators (AEDs) at designated school sites for use by school employees in an emergency, in accordance with the accompanying administrative regulation.

The Superintendent or designee shall develop guidelines for employees regarding the use of AEDs and shall ensure that employees receive information that describes sudden cardiac arrest, the school's emergency response plan, and the proper use of an AED. Additionally, the guidelines shall specify the placement, security, and maintenance of the AED.

The authorization of AEDs in district schools shall not be deemed to create a guarantee that an AED will be present or will be used in the case of an emergency, or that a trained employee will be present and/or able to use an AED in an emergency, or that the AED will operate properly.

Trauma Kits

Any district school with an occupancy of 200 or more that was constructed on or after January 1, 2023, or was constructed prior to January 1, 2023, and modified or renovated as specified in Health and Safety Code 19310, shall acquire, place, and maintain trauma kits in accordance with the accompanying administrative

regulation.

School employees shall be notified annually of the location of the trauma kits and be provided with information regarding training in the use of the trauma kit. (Health and Safety Code 19310)

CURRENT

Policy 5141.4: Child Abuse Prevention And Reporting **Status:** ADOPTED

Original Adopted Date: 11/18/2010 | **Last Revised Date:** 08/11/2022 | **Last Reviewed Date:** 08/11/2022

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

Child Abuse Prevention

The district's instructional program may provide age-appropriate and culturally sensitive child abuse prevention curriculum which explains students' right to live free of abuse, includes instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, informs students of available support resources, and teaches students how to obtain help and disclose incidents of abuse.

The district's program also may include age-appropriate curriculum in sexual abuse and sexual assault awareness and prevention. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6)

The Superintendent or designee may display posters, in areas on campus where students frequently congregate, notifying students of the appropriate telephone number to call to report child abuse or neglect. (Education Code 33133.5)

In addition, student identification cards for students in grades 7-12 shall include the National Domestic Violence Hotline telephone number. (Education Code 215.5)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

District employees who are mandated reporters, as defined by law and administrative regulation, are

obligated to report all known or suspected incidents of child abuse and neglect.

The Superintendent or designee shall provide training regarding the duties of mandated reporters as required by law and as specified in the accompanying administrative regulation. (Education Code 44691; Penal Code 11165.7)

Policy 5141.4: Child Abuse Prevention And Reporting **Status:** ADOPTED

Original Adopted Date: 07/01/2002 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

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In addition, student identification cards for students in grades 7-12 shall include the National Domestic Violence Hotline telephone number. (Education Code 215.5)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

Procedures for reporting child abuse, as specified in Penal Code 11164-11174.3, shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

The Superintendent or designee shall provide training regarding the duties of mandated reporters as required by law and as specified in the accompanying administrative regulation. (Education Code 44691; Penal Code 11165.7)

CURRENT

Policy 5142: Safety **Status:** ADOPTED

Original Adopted Date: 11/18/2010 | **Last Revised Date:** 12/14/2023 | **Last Reviewed Date:** 12/14/2023

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.
School staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, school-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district provided transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

Crossing Guards/Student Safety Patrol
To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

Student Identification Cards and Safety Information

Student identification cards of students in grades 7-12 shall have printed on them safety information, including the following: (Education Code 215.5)

1. The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number
2. The National Domestic Violence Hotline

PROPOSED

FIRST READING

District Policy Manual
CSBA Policy Management Console

Policy 5142: Safety

Status: ADOPTED

Original Adopted Date: 11/01/2002 | **Last Revised Date:** 09/01/2025 | **Last Reviewed Date:** 09/01/2025

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

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

District staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, district-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district provided transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

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To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning
Jennifer Rockett, CTE Coordinator

DATE: April 23, 2026

RE: Approval of New Courses for 2026-2027: Entrepreneurship I, Entrepreneurship II, and Emergency Response II

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The following new CTE courses are being submitted to the Board of Trustees for consideration and approval for implementation during the 2026–2027 school year:

- Entrepreneurship I – SSFUSD
- Entrepreneurship II – SSFUSD
- Emergency Response II – SSFUSD

These courses were developed collaboratively by CTE teachers, CTE Coordinator, CTE consultant and industry partners along with regional advisory members to expand high-quality Career Technical Education pathways in alignment with SSFUSD's Strategic Plan and LCAP goals. Each course responds directly to student interest, regional labor market needs, and district priorities for equitable access to college and career aligned coursework.

Entrepreneurship I

Entrepreneurship I was developed to meet strong student interest in business, marketing, digital media, and innovation pathways. Labor market data from the Bay Area Center of Excellence indicates sustained regional growth in small business development, digital entrepreneurship, and marketing-related occupations. Entrepreneurship I provides

foundational skills in opportunity recognition, market research, branding, and financial literacy, preparing students for advanced coursework and emerging career fields.

Entrepreneurship II

Entrepreneurship II serves as the capstone for the Marketing, Sales, and Service pathway, offering students advanced experience in product development, business mathematics, digital publishing, and enterprise management. A major component of the course is the production, marketing, and sale of the school yearbook, giving students authentic experience in budgeting, forecasting, advertising sales, and customer relations. The course was modeled after the Gateway Center's Entrepreneurship Business Math curriculum and adapted to meet UC A–G "C" Mathematics requirements. This course strengthens pathway coherence and expands access to rigorous, industry-aligned learning experiences.

Emergency Response II

Emergency Response II was developed to address strong student demand for advanced coursework in health science and public safety careers. Labor market research from the Bay Area Center of Excellence shows a significant regional shortage of EMTs and paramedics, with projected growth of 9–11% and an annual workforce gap of approximately 601 positions. Emergency Response II provides advanced, lab-based training in human physiology, patient assessment, trauma management, and emergency medical procedures, preparing students for EMT certification programs and health science pathways.

POTENTIAL IMPACT:

Entrepreneurship I & II

These courses expand SSFUSD's Marketing, Sales, and Service pathway, increasing access to high-wage, high-growth business and marketing careers. Students gain real-world experience in financial literacy, digital media, product development, and enterprise management. The yearbook enterprise provides a sustainable, revenue-generating student-run business that strengthens school culture and builds professional skills.

Emergency Response II

This course directly supports regional workforce needs by preparing students for EMT certification programs and entry-level health science careers. Students gain hands-on experience in patient assessment, CPR/BLS, trauma care, and emergency operations. The course strengthens SSFUSD's Public Services pathway and expands access to rigorous, interdisciplinary science instruction

MONITORING PROGRESS AND EFFECTIVENESS:

Monitoring will include the following: enrollment and course completion data, College & Career Readiness Indicators, student performance on industry-aligned assessments and

certifications, digital portfolios and project-based artifacts, and pathway completion and postsecondary transition data.

FISCAL IMPLICATIONS:

Entrepreneurship I

- Staffing: 0.6 FTE
- Technology: ~$50,000 (computers and digital media equipment)
- Materials: ~$20,000 (makerspace supplies, prototyping materials, student industry certifications)

Entrepreneurship II

- Staffing: 0.4 FTE
- Technology: Use of existing district iCEV license
- Materials: ~$20,000 (makerspace equipment, prototyping materials, student certifications)

Emergency Response II

- Staffing: 0.4 FTE
- Equipment & Supplies: ~$40,000 (emergency response simulators, medical equipment, consumables)

All three courses will be funded through a combination of SSP, SWP, and site-level instructional funds, with no anticipated negative impact on the district's general fund.

CTE Teacher FTE is already incorporated into the general fund.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the following new courses for implementation beginning in the 2026–2027 school year:

- Entrepreneurship I – SSFUSD
- Entrepreneurship II – SSFUSD
- Emergency Response II – SSFUSD

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning
Sabrina Yacoub, Director, Special Education and Pupil Personnel

DATE: April 23, 2026

RE: Approval of Health, Science, and Social Studies Courses in Alignment with AB181, Special Education Diploma

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ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

As part of the District's continued implementation of Education Code Section 51225.31 (AB 181), staff have worked to develop and align coursework that supports a complete high school diploma pathway for students with significant cognitive disabilities who participate in the California Alternate Assessments (CAA).

The Board has previously approved core academic coursework (ELA, Math, Social Science, and Science) aligned to statewide minimum requirements under AB 181. The current request represents the final phase of this work by ensuring that complementary coursework supporting college, career, and independent living outcomes is also Board-approved and aligned to state accountability measures.

The District is seeking approval of two courses to replace and refine existing programming that is not currently Board-approved:

- College and Career Exploration and Preparation – Community Based Instruction to replace Foundations of Community (2439S)
- Expansion of Foundations of Health from a one-semester course to a full-year course

The College and Career Exploration and Preparation course is a yearlong course designed to provide students with structured instruction in career awareness, job readiness, independent living, and postsecondary planning. The course is aligned to the College/Career Indicator (CCI) through the Transition Classroom-Based Work Exploration measure, allowing students with IEPs to access and contribute to this state accountability metric.

Adoption of this course ensures that students participating in the AB 181 diploma pathway have access to coursework that supports meaningful postsecondary outcomes while also aligning to state accountability expectations.

In addition, the District is proposing to expand Foundations of Health from a semester to a full-year course. Foundations of Health provides standards-aligned instruction in personal health, safety, relationships, and decision-making, adapted to meet the needs of students with extensive needs.

Expanding this course allows for deeper instruction in health, safety, and self-determination, which are critical components of independence and are frequently aligned with students' Individualized Education Program (IEP) goals.

FISCAL IMPLICATIONS:

- There are no additional fiscal implications associated with these course adoptions.
- Curriculum costs associated with both courses are already included within the District's annual Special Education budget and will replace existing curriculum expenditures, including the current use of Unique Learning Curriculum.
- No additional staffing, facilities, or ongoing operational costs are required.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the following course proposals:

- College and Career Exploration and Preparation – Community Based Instruction, replacing Foundations of Community (2439S), and;
- Foundations of Health as a full-year course

Approval of these courses will complete the District's aligned course offerings in support of the AB 181 diploma pathway and ensure students have access to coursework that supports college, career, and independent living outcomes.

New Course Proposal Form

Author ***Karl Hemmerla/Amber Cameron/Sabrina Yacoub***	Date January 15, 2026

Course Title	College and Career Exploration and Preparation - Community Based Instruction				
Course Description	College and Career Exploration and Preparation is a yearlong course designed to support students in developing the knowledge, skills, and experiences necessary for successful transition to postsecondary education, employment, and independent living. Students explore career pathways, industries, and job roles while building essential employability, self-advocacy, and life-planning skills. Through structured instruction, experiential learning, and guided reflection, students clarify their interests, strengths, and goals to support informed decision-making beyond high school. When implemented as part of a multi-year sequence, successful completion of this course contributes to eligibility for the College/Career Indicator (CCI) through the Transition Classroom-Based Work Exploration measure for students with IEPs. https://www.cde.ca.gov/ta/ac/cm/workbasedcci.asp				
Length of Course	❑ Semester	**X** Year	❑ Other		
Grade Level	**X** 9-12	❑ 9	❑ 10	❑ 11	❑ 12
Department	❑ English	❑ Mathematics	❑ Science	❑ Social Science	❑ World Language
	❑ Physical Education	❑ Visual & Performing Arts	❑ Career Technical Education*	**X** Other (Special Education)	
	*If CTE, indicate the Industry Sector and Pathway: NA				
Prerequisite	No prerequisite requirements				
Corequisite	n/a				
Is Course A-G	☑ ~~No~~	☐ Yes. If yes indicate the A-G category ❑ A- History ❑ B- English ❑ C- Math ❑ D- Science (lab) ❑ E- World Language ❑ F- Fine Art (cannot be taught online) ❑ G- Elective ❑ History/Social Science ❑ English ❑ ELD ❑ Math ❑ Math/Computer ❑ Lab Science Biology/ Life Science ❑ Physical Science ❑ Integrated Science ❑ Language other than English ❑ Visual and Performing Arts ❑ Interdisciplinary			

Honors Credit?	☑ ~~No~~	☐ Yes *You can only write for honors credit if an existing course with the same title has been approved for College Prep credit.*
Is the course Online, Hybrid, or Classroom Based?	Classroom Based	

Please answer the questions below:

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

This course is designed to provide students, particularly those with disabilities, with intentional instruction and experiences that support career exploration, job readiness, and independent living skills. The course aligns with California Department of Education guidance for work-based learning and transition services and is intentionally structured to support eligibility for the College/Career Indicator (CCI) through the Transition Classroom-Based Work Exploration measure for students with Individualized Education Programs (IEPs).

Transition Classroom-Based Work Exploration requires students to complete a sequence of college and career exploration and preparation coursework since entering grade nine. These courses must include classroom-based work exploration experiences that develop career awareness, employability skills, self-advocacy, and independence in compliance with Fair Labor Standards Act (FLSA) requirements. This course incorporates career assessments, job readiness instruction, postsecondary planning, transportation training, independent living skills, and family participation to support these outcomes.
By offering a structured, multi-year approach to career exploration and transition preparation, this course supports both individual student postsecondary readiness and district accountability measures while promoting equitable access to meaningful transition experiences.

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

Yes. This course will be implemented in moderate and moderate-to-severe special education classrooms staffed by appropriately credentialed teachers.

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

Additional curriculum is required

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

Up to 12 students per section, 1 section per day, per teacher. Students may range from 9-12 grades.

5. **Funding**

Items Needed	**Estimate Cost (if known)**
Textbooks	$4,576
Staffing	*Already in place - no additional cost*

	4 teachers (ECHS: 2 Extensive Needs teachers, SSFHS: 1 Mod, 1 Extensive Needs teacher), already staffed (no new staffing required)
Technology	*n/a*
Other	**n/a**

COURSE OVERVIEW

In 3 - 5 sentences, describes overarching content and goals of the course
This course provides students with structured opportunities to explore careers, assess personal interests and strengths, and develop skills necessary for postsecondary success. Students engage in career assessments, experiential learning, job readiness instruction, and transition planning activities. Emphasis is placed on self-determination, informed decision-making, and practical skill development to support long-term educational, employment, and independent living goals.

HISTORY OF COURSE DEVELOPMENT

Describe the background for course development, including how the need for the course was determined, who was involved, and timeline.
This course was developed in response to postsecondary outcome data for students with disabilities and the need for more explicit, structured transition programming. Research indicates that individuals with disabilities are disproportionately represented in lower-wage service, production, and transportation occupations and are significantly underrepresented in professional and managerial fields. Students with disabilities continue to face structural barriers to employment, including limited access to work-based learning experiences, inadequate accommodations, and inequitable access to vocational preparation and postsecondary planning. Local follow-up data and transition outcome studies further highlight the need for intentional, classroom-based instruction that prepares students for employment, education, and independent living. This course aligns with state guidance on work-based learning and transition services and was developed to address these needs through supported instruction, applied practice, and real-world skill development. *** Data from Census Bureau (2020 census)** Students with a disability were more likely to work in service occupations than students without disabilities, 19.4 % compared with 16.1 %. Workers with a disability were more likely than those with no disability to work in production, transportation, and material moving occupations (14.5 percent compared with 12.3 percent). People with a disability were also more likely to work in sales and office occupations than were their counterparts with no disability (20.4 percent and 18.7 percent, respectively). Student with a disability were much less likely to work in management, professional, and related occupations than were those without a disability. Students have long faced structural barriers to employment including employer discrimination, inadequate accommodations, and inequitable access to social assistance and vocational rehabilitation, among other factors.

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]
Number of Units _8_ (minimum of 6 for a yearlong course; 4 for a semester course)

Unit 1: Career/Vocational Assessments:

Formal and/or informal career assessment which help students identify post-school career interests, abilities and goals.

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

Students engage in formal and informal career and vocational assessments to identify postsecondary interests, strengths, abilities, and support needs. Instruction emphasizes self-awareness and understanding how personal characteristics influence career decision-making and employment pathways.

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

Students complete career interest and aptitude inventories and participate in guided reflection activities to summarize assessment results. Students identify at least one potential career area aligned with their interests and abilities and explain how their strengths and needs relate to employment goals.

CCI Standards Addressed & Text Used

Text Used Learning to Work
CCI Standards Addressed Career/Vocational Assessments

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

Curriculum-based assessments embedded within career assessment tools and student reflection products.

Unit 2: Career Awareness/Exploration Activities

Provide opportunities to engage in activities that increase knowledge of career options and enhance informed decision making (e.g., career fairs, tours, job shadowing and use of technology to explore choices).

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

Students explore a variety of careers, industries, job roles, and work environments to increase awareness of employment options and support informed decision-making. Instruction includes exposure to real-world work settings and expectations.

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

Students participate in literacy-based career exploration activities, identify different job roles and industries, and compare work environments. Students demonstrate understanding through discussions, worksheets, and applied exploration activities.
CCI Standards Addressed & Text Used
Text Used Learning to Work **CCI Standards Addressed** Career Awareness/Exploration Activities
Assessments: (Fall and Spring finals. Include proficiency scale)
Curriculum-based comprehension checks, discussion participation, and completed exploration activities.

Unit 3: Career Preparation/Job Search
Job readiness–basic job skills (soft skills, 21st Century Skills, SCANS skills). Seeking and obtaining CIE, develop applications, interview, create and update resumes, maintain a portfolio, use labor market information, and utilize social media responsibly to search and apply for employment opportunities.
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students develop job readiness and employment-seeking skills necessary to obtain and maintain competitive integrated employment. Instruction focuses on workplace expectations, job applications, interviewing, and use of technology in employment settings.
Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Students create resumes and application materials, practice interview skills, and complete simulated job tasks. Students demonstrate appropriate workplace behaviors and technology use related to employment.
CCI Standards Addressed & Text Used
Text Used Get a Job Curriculum & Computers at Work **CCI Standards Addressed** Career Preparation/Job Search
Assessments: (Fall and Spring finals. Include proficiency scale)
Performance-based assessments, interview simulations, and curriculum-based evaluations.

Unit 4: Curriculum Integration of Work-Readiness Skills/Contextual Learning
Career curriculum integration: Common core college/career readiness instruction integrated with career development and work-readiness, including soft skills.
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students build foundational employability and soft skills necessary for success in work and community settings.

Instruction integrates communication, self-management, and problem-solving skills within real-world contexts.
Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Students participate in role-play scenarios, guided practice activities, and self-monitoring tasks to develop communication and interpersonal skills. Progress is documented through structured worksheets and data collection tools.
CCI Standards Addressed & Text Used
Text Used Conversation Skills Curriculum & Learning to Work **CCI Standards Addressed** Curriculum Integration of Work-Readiness Skills / Contextual Learning
Assessments: (Fall and Spring finals. Include proficiency scale)
Curriculum-based skill tracking, role-play performance, and teacher observation.

Unit 5: Destination/Transportation Training:

Training to use transportation resources, and support student independence (including use of public transportation and/or obtaining driver's license).

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students learn to safely and independently navigate community environments and transportation systems. Instruction focuses on planning routes, following schedules, and demonstrating appropriate behavior in community settings.
Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Students complete task analyses for community outings, practice trip planning, and demonstrate safe travel behaviors. Students reflect on work-based or community experiences.
CCI Standards Addressed & Text Used
Text Used Stepping Out Into the Community **CCI Standards Addressed** Destination/Transportation Training
Assessments: (Fall and Spring finals. Include proficiency scale)
Task completion checklists, observation data, and reflection activities.

Unit 6: Life Skills/Independent Living:

Training in the use of community resources, domestic skills, money management, finding and maintaining housing, identification of post-school support. May include benefits planning.
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students develop skills necessary for independent living, including money management, housing awareness, personal care, and use of community resources. Instruction supports long-term stability and independence.
Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Students complete applied life-skills activities related to budgeting, household management, personal care, and community participation. Students demonstrate skills through guided practice and real-world simulations.
CCI Standards Addressed & Text Used
Text Used Focus Series Curriculum & Stepping Out Into the Community (application) **CCI Standards Addressed** Life Skills / Independent Living
Assessments: (Fall and Spring finals. Include proficiency scale)
Curriculum-based assessments, task completion records, and teacher observations.

Unit 7: Post-Secondary Education Planning

Instruction/counseling/guidance that supports career decision making. This includes using student interest, abilities, and goals to develop a course of study, which culminates in an individualized education/career plan.

Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students use career assessment data and exploration experiences to develop individualized postsecondary education and career plans. Instruction emphasizes goal setting aligned with employment, education, and independent living.
Assignment Summary: In 3 - 5 sentences, describes the product students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Students develop or contribute to an individualized education and career plan, identifying goals, supports, and next steps. Students participate in guided planning discussions and reflection activities.
CCI Standards Addressed & Text Used
Text Used Learning to Work & Get a Job Curriculum **CCI Standards Addressed** Post-Secondary Education Planning
Assessments: (Fall and Spring finals. Include proficiency scale)
Completed planning documents, reflections, and curriculum-based evaluations.

Unit 8: Family Participation & Support of Transition

Involve, train parents/family and supportive adults to support and mentor youth as they transition. Includes knowledge of disabilities, accommodations, rights and access to programs and services.

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

Students and families collaborate to support transition planning, self-advocacy, and access to post-school supports. Instruction includes understanding rights, accommodations, and available services.

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

Students and families engage in transition-related activities, discussions, and planning exercises. Students practice self-advocacy skills and identify family and community supports.

CCI Standards Addressed & Text Used

Text Used Focus Series Curriculum
CCI Standards Addressed Family Participation & Support of Transition

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

Participation documentation, reflection activities, and curriculum-based assessments.

Instructional Materials

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

Type of Material: Textbook, literary text, manual, periodical, scholarly article, website, primary doc, other	Author	Publisher	Edition, Year	URL	Primary book/ read it its entirety? Yes, no	Cost	Line item total
Textbooks Work Place Learning Curriculum		Attainment		Pre-Vocational Solution	Yes	$399/ classroom	$1596
Textbooks & Workbooks Community Based Instruction		Attainment		Stepping Out into the Community Curriculum Plus	Yes	$299/ classroom	$1196
WorkBooks My Steps into the Community Student Workbooks (2 book set) - 10 Pack to supplement the 10 that come with the curriculum - line above		Attainment		Stepping Out into the Community Curriculum Workbooks		$ 149/ 10 pack	$149

Curriculum & Workbooks Work, Community and Safety) Plus (10 student books)		Attainment		Focus on Work Curriculum		$139/ classroom	$556
Curriculum & Workbooks to supplement the above curriculum line item				Focus on Work Curriculum		$79 / 10 pack	$79
Training and Coaching						$1000	$1000
						Total	$4,576

Signatures:

Site Approval by		Date
District Approval by		Date

Course Code Information (District Office Use Only)

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

New Course Proposal Form

Author *Aura Abing, Sabrina Yacoub*	Date *January 15, 2026*

Course Title	**Foundations of Health**				
Course Description	**Foundations of Health is a semester-long course aligned to California Health Education requirements. The course provides explicit instruction in personal health, safety, relationships, and decision-making for students with extensive needs. Content and instructional design are adapted to ensure access for students who require modified standards to meaningfully engage in the general education curriculum.**				
Length of Course	❑ Semester	☑ Year	❑ Other		
Grade Level	☐ 6 - 8	☐ 6	❑ 7	❑ 8	
	☑ 9 - 12	☐ 9	❑ 10	❑ 11	❑ 12
Department	☐ English	☐ Mathematics	❑ Science	☐ Social Science	☐ World Language
	☐ Physical Education	❑ Visual & Performing Arts	❑ Career Technical Education*	☑ Other - Health	
	*If CTE, indicate the Industry Sector and Pathway:				
Prerequisite	***No prerequisite***				
Corequisite	***No corequisite***				
Is Course A-G? (HS only)	☑ No	☐ Yes. If yes indicate the A-G category ❑ A- History ❑ B- English ❑ C- Math ❑ D- Science (lab) ❑ E- World Language ❑ F- Fine Art (cannot be taught online) ❑ G- Elective ❑ History/Social Science ❑ English ❑ ELD ❑ Math/Computer Science ❑ Lab Science Biology/ Life Science ❑ Physical Science ❑ Integrated Science ❑ Language other than English ❑ Visual and Performing Arts ❑ Interdisciplinary			
Honors Credit? (HS only)	☑ No	❑ Yes *You can only write for honors credit if an existing course with the same title has been approved for College Prep credit.*			

Is the course Online, Hybrid, or Classroom Based?	***Classroom based***

Please answer the questions below:

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

Health is a required one-semester course for all high school students. This course is designed to meet that requirement for students in extensive needs programs by providing appropriately modified instruction while maintaining alignment to state-mandated health content. In addition to comprehensive sexual health education, the course emphasizes personal safety, healthy relationships, self-advocacy, and protection for students who may be more vulnerable to abuse or exploitation.

The course is adapted from the general education Health curriculum and the mild–moderate special education Health course to ensure equitable access to instruction, meaningful participation, and skill development aligned with students' Individualized Education Programs (IEPs) over the course of a year.

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

All instructors hold appropriate extensive needs special education credentials. District Certified School Nurses will support one week of instruction on sexual health for each class per year. No additional staffing is required.

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

All facilities and materials are currently available. No new facilities or equipment are required. The district does not yet own curriculum aligned to course objectives.

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

Each high school offers two extensive needs sections per year, for a total of four sections districtwide. Enrollment is capped at 12 students per section.

5. **Funding**

Items Needed	**Estimate Cost**
Textbooks	***$***3856
Supplementary materials	***No cost***
Staffing	***No cost, staff already in place*** ****District Certified School Nurses will provide a week of sexual health instruction for each class.***

Technology	***ANo cost, staff already in place***

COURSE OVERVIEW

In 3 - 5 sentences, describes overarching content and goals of the course
Foundations of Health builds foundational knowledge and practical skills related to physical health, emotional well-being, relationships, and personal safety. Students engage in structured lessons, guided discussions, and applied activities that support healthy decision-making and self-advocacy. Instruction emphasizes real-world application, repetition, and supported practice to promote independence and lifelong health skills.

HISTORY OF COURSE DEVELOPMENT

Describe the background for course development, including how the need for the course was determined, who was involved, and timeline.
This course was developed in response to the requirement that all students complete a semester of Health while ensuring students in extensive needs programs have access to appropriately modified instruction. Development included alignment with existing general education and mild–moderate Health courses, review of state health mandates, and selection of evidence-based curricula designed for diverse learners. The course structure reflects best practices in special education, accessibility, and compliance.

COURSE CONTENT [DUPLICATE THE TABLE FOR EACH UNIT]
Number of Units 5

Unit 1 of 5, Fall (Healthy Advocacy Program or Making Healthy Choices)
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students learn foundational concepts related to nutrition, physical activity, medical conditions, and personal health awareness. Lessons emphasize understanding choices, recognizing health needs, and building basic self-advocacy skills.
Curriculum Standards: List content standards (including College/Career Readiness standards, if applicable) addressed in this unit
• ***Nutrition and Physical Activity 1.1, 1.2, 1.3 – Essential concepts related to nutrition, physical activity, and personal health*** • ***Nutrition and Physical Activity 7.1, 7.2 – Practicing health-enhancing behaviors and goal setting*** • ***Growth, Development, and Sexual Health 1.1 – Understanding physical health and body***

systems (introductory)

UNITS/MODULES
Lesson 1 Introduction
Lesson 2 Food Preferences
Lesson 3 Thinking About Eating Right
Lesson 4 Planning Healthy Meals
Lesson 5 Preparing a Healthy Meal
Lesson 6 Healthy Snacking
Lesson 7 Diabetes
Lesson 8 High Blood Pressure
Lesson 9 Heart Disease
Lesson 10 Fiber and GI Health

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

Students complete guided workbook activities, participate in structured discussions, and demonstrate understanding through supported tasks aligned to modified standards.

Assessments: (for performance-based assessments and Fall/Spring finals, include proficiency scale)

Health and Well-Being Knowledge Test

Unit 2 of 5, Fall (Healthy Advocacy Program or Making Healthy Choices)

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

This unit expands instruction to include exercise, stress management, mental health awareness, relationships, sexuality, and planning for future health needs.

Curriculum Standards: List content standards (including College/Career Readiness standards, if applicable) addressed in this unit

- ***Mental, Emotional, and Social Health 1.1, 1.2 – Understanding stress, mental health, and help-seeking behaviors***
- ***Mental, Emotional, and Social Health 4.1, 4.2 – Interpersonal communication and relationship skills***
- ***Growth, Development, and Sexual Health 1.2, 1.3 – Understanding reproduction and development***

UNITS/MODULES
Lesson 11 Calcium and Bone Health
Lesson 12 Healthy Eating at Social Events
Lesson 13 Exercise
Lesson 14 Zeroing in on Stress
Lesson 15 Recognizing Depression
Lesson 16 Sexuality and Reproduction
Lesson 17 Self-Examinations and Health Screenings
Lesson 18 Relationships
Lesson 19 Taking Charge of Your Health

Lesson 20 Course Evaluation and Graduation Planning
Assignment Summary: In 3 - 5 sentences, describes the products students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Workbook-based activities and applied practice aligned to lesson objectives and IEP goals.
Assessments: (for performance-based assessments and Fall/Spring finals, include proficiency scale)
Health and Well-Being Knowledge Test

Unit 3 of 5, Winter (Supporting Healthy Lifestyles)
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students explore nutrition, physical activity, and chronic illness through structured modules that promote personal goal setting and health awareness.
Curriculum Standards: List content standards (including College/Career Readiness standards, if applicable) addressed in this unit
• ***Nutrition and Physical Activity 1.4, 1.5 – Chronic disease prevention and health maintenance*** • ***Nutrition and Physical Activity 7.3 – Monitoring and adjusting personal health goals*** • ***Injury Prevention and Safety 1.1 – Understanding health risks and prevention strategies*** ***UNITS/MODULES*** ***Module 1: Nutrition, Healthy Eating, and Physical Activity*** ***The Food Guide Pyramid*** ***Good Food and Junk Food*** ***Combination Foods*** ***Healthy Snacks*** ***Healthy Eating at Social Events*** ***Exercise*** ***Health Scenarios*** ***Module 1 Handouts*** ***Module 1 Self-Assessment Quiz*** ***Module 1 References*** ***Module 2: Chronic Illness and Physical Well-Being*** ***Diabetes*** ***High Blood Pressure*** ***Heart Disease*** ***Fiber and GI Health*** ***Calcium and Bone Health*** ***Self-Examinations and Health Screenings*** ***Health Scenarios*** ***Module 2 Handouts*** ***Module 2 Self-Assessment Quiz*** ***Module 2 References .***

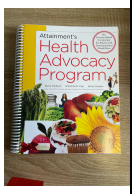
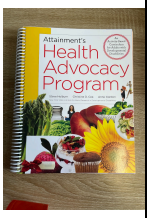
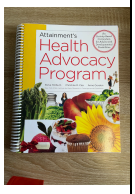
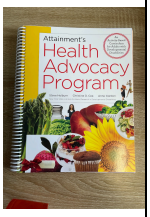
Assignment Summary: In 3 - 5 sentences, describes the products students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Completion of module activities, self-assessments, and guided reflections.
Assessments: (for performance-based assessments and Fall/Spring finals, include proficiency scale)
Module self-assessment quizzes

Unit 4 of 5, Winter (Supporting Healthy Lifestyles)
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Instruction focuses on social-emotional well-being, stress management, relationships, and developing individualized health goals. Students practice monitoring progress and understanding health strategies.
Curriculum Standards: List content standards (including College/Career Readiness standards, if applicable) addressed in this unit
• ***Mental, Emotional, and Social Health 7.4 – Goal setting and decision-making skills*** • ***Mental, Emotional, and Social Health 8.1 – Self-management and coping strategies*** • ***Health Promotion 7.1 – Developing and maintaining healthy behaviors*** ***UNITS/MODULES*** ***Module 3: Social and Emotional Well-Being*** ***Zeroing in on Stress*** ***Recognizing Depression*** ***Sexuality and Reproduction*** ***Relationships*** ***Health Scenarios*** ***Module 3 Handouts*** ***Module 3 Self-Assessment Quiz*** ***Module 3 References*** ***Module 4: Developing and Supporting Health Goals*** ***How Will the Goal be Developed and Monitored?*** ***How to Develop and Maintain an Effective Health Strategy*** ***The Health Intervention*** ***Measuring and Recording Progress*** ***Graphing Health Performance*** ***Goal Development Summary*** ***Module 4 Handouts*** ***Module 4 Self-Assessment Quiz***
Assignment Summary: In 3 - 5 sentences, describes the products students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Workbook activities, goal-setting tasks, and supported data tracking.
Assessments: (for performance-based assessments and Fall/Spring finals, include proficiency scale)
Module self-assessment quizzes

Unit 5 of 5, Spring (In the Know: Health, Sexuality & Relationships)
Unit Overview: In 3 - 5 sentences, describes **content and skills** students learn **in the unit**
Students review human development, relationships, pregnancy, birth control options, and personal safety. Instruction is age-appropriate, inclusive, and compliant with the California Healthy Youth Act. ***1 week of this unit is in collaboration with a district certified school nurse.***
Curriculum Standards: List content standards (including College/Career Readiness standards, if applicable) addressed in this unit
• ***Growth, Development, and Sexual Health 1.4, 1.5, 1.6 – Human development, pregnancy prevention, and sexual health*** • ***Growth, Development, and Sexual Health 4.1 – Healthy relationships and communication*** • ***Growth, Development, and Sexual Health 5.1 – Accessing valid health information and services*** • ***Injury Prevention and Safety 1.3 – Personal safety and abuse prevention*** ***UNITS/MODULES*** • ***Your Body*** • ***Puberty*** • ***Who Am I?*** • ***Sex*** • ***Pregnancy*** • ***Relationships*** • ***Staying Safe***
Assignment Summary: In 3 - 5 sentences, describes the products students turn in to demonstrate learning. Include detailed but concise descriptions of the parameters of the products?
Guided workbook activities and supported discussions.
Assessments: (for performance-based assessments and Fall/Spring finals, include proficiency scale)
Pre- and post-assessments measuring growth in knowledge and understanding.

Instructional Materials

List all Instructional Materials for this course (you should list all material used in the course of the year). Anything not already Board-approved will need to go through a separate review and Board approval process. Please note - all courses need to have at least one primary text.

Type of Material: Textbook, literary text, manual, periodical, scholarly article, website, primary doc, other	Title	Author	Publisher	Edition, Year	URL	Primary book/ read it its entirety? Yes, no	Details	Cost
Kit	**Healthy Advocacy Program Plus**		**Attainment**		**https://www.attainmentcompany.com/health-advocacy-curriculum**		The Curriculum Plus includes 8 Making Healthy Choices student books, plus all other items in the Introductory Kit. $329.00 x 4	$1316
Student Workbooks, extra	**Healthy Advocacy Program Plus**		**Attainment**		**https://www.attainmentcompany.com/health-advocacy-curriculum**		16 extra workbooks needed $34.00 x 16	$544
Text and Materials	**Teen Talk adapted for all abilities**	**Health Connect**	**Health Connect**		**https://health-connected.org/oe-training/**		$800 per nurse	$3200
OR								

Kit	**In the Know**				**https://www.attainmentcompany.com/in-the-know**		$499.00 per class	$1996
Total Cost								$3856

Signatures:

Site Approval by		Date
District Approval by		Date

Course Code Information (District Office Use Only)

Course Title	
Short Course Title	
Course ID	
Department	
Grade span served (low - high)	
State Category Code	

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Nia Campbell, Ed.D., Assistant Superintendent, Teaching & Learning

DATE: April 23, 2026

RE: Approval for One-Year Extension of Edgenuity Contract

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

Edgenuity is currently used across the high schools in the South San Francisco Unified School District to support credit recovery. The platform provides standards-aligned digital coursework, on-demand tutoring, and tools that allow students to recover credits, accelerate learning, and access courses that may not otherwise be available at their school site.

The proposed one-year extension will continue services for South San Francisco High School, El Camino High School, and Baden High School. The renewal includes comprehensive site licenses for grades 9 to 12, academic integrity tools, integration with Clever or ClassLink, assisted rostering, and professional learning support. These services support consistent access to credit recovery and alternative pathways while the district continues to evaluate long-term options for secondary course access and intervention.

FISCAL IMPLICATIONS:

The total cost for the one-year contract extension from June 1, 2026, through May 31, 2027, is $86,000 dollars. The attached quote outlines the services and pricing for the renewal.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the one-year extension of the Edgenuity contract for the 2026-27 school year in the amount of $86,000.

Price Quote

100 S. Mill Ave
Suite 1700
Tempe, AZ 85281
877-725-4257

Date	3/31/2026
Quote No.	Q-204740
Acct. No.	12214944
Total	86,000.00
Pricing Expires	09/30/2026

South San Francisco Unified School Dist
398 B St
South San Francisco CA 94080
United States

SSFUSD - Edgenuity - '26-'27

Payment Term	Contract Start	Contract End
Net 30	6/1/2026	5/31/2027

Site	Description	End Date	Qty
South San Francisco Unified School Dist			
	Edgenuity Academic Integrity	05/31/2027	1
	PL - CW/Supp/SS Virtual Package Foundational	05/31/2027	1
	Integration - One-time Assisted Rostering	05/31/2027	1
	Integration - Clever or Classlink Sync and SSO	05/31/2027	1
South San Francisco High School			
	IS On-Demand Tutoring Site License	05/31/2027	1
	Imagine EdgeEX with Edgenuity 9-12 Comprehensive Site License	05/31/2027	1
Baden High School			
	IS On-Demand Tutoring Site License	05/31/2027	1
	Imagine EdgeEX with Edgenuity 9-12 Comprehensive Site License	05/31/2027	1
El Camino High School			
	IS On-Demand Tutoring Site License	05/31/2027	1
	Imagine EdgeEX with Edgenuity 9-12 Comprehensive Site License	05/31/2027	1

Subtotal	86,000.00
Tax Total	0.00
Total	86,000.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Terms and Conditions of Company Services ("Terms and Conditions"). These Terms and Conditions are available at www.imaginelearning.com/standard-terms-and-conditions, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential and may not be shared with third parties without Imagine Learning's written consent.

Please note that the paper used in our products and the paper and components included in our science and math kits are sourced from suppliers that may become subject to tariffs. While we are actively managing our supply chain to minimize the effect of any tariffs that may be imposed, we reserve the right to apply a tariff surcharge to offset increased costs if necessary. We will provide thirty (30) days advance notice regarding the imposition of any such surcharges.

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

South San Francisco Unified School Dist		**Imagine Learning Representative**
Signature:	_____	Ferrari Garcia
Print Name:	_____	Account Executive -
Title:	_____	ferrari.garcia@imaginelearning.com
Date:	_____	imaginethefutureoflearning.com

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: J. Marwan Hannon, Assistant Superintendent, Human Resources

DATE: April 23, 2026

RE: Revised SSFUSD Instructional Calendar for 2026-27

ALIGNMENT WITH STRATEGIC PLAN:

☒ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☒ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

The SSFUSD Board of Trustees must adopt an annual calendar in accordance with SSFUSD Board Policy 6111: School Calendar. For each school, the Board shall adopt a calendar that meets the requirements of law as well as the needs of the community, students, and the work year as negotiated with the district's employee organization(s). As appropriate, the Superintendent or designee shall ensure that the proposed calendar is aligned with assessment and accountability schedules in order to support the district's goals for student achievement. Each school calendar shall show the beginning and ending school dates, legal and local holidays, staff development days, orientation days, minimum days, vacation periods, and other pertinent dates. On February 8, 2024, the Board adopted three consecutive years of annual school calendars spanning 2024-2025, 2025-2026, and 2026-2027.

During the 2025-2026 school year, the SSFCTA, CSEA, and AFT presidents, their additionally selected bargaining unit members, and the Assistant Superintendent of Human Resources reconvened the SSFUSD Calendar Committee. The goal of the reconvening of the SSFUSD Calendar Committee was to collectively propose any amendments to the existing school calendar for the 2026-2027 school year, and develop a new school calendar for the 2027-2028 school year. A tentative agreement was reached between the bargaining units and the district.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees adopt the revised SSFUSD Instructional Calendar for 2026-2027.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

SCHOOL YEAR CALENDAR 2026 - 2027

BOARD ADOPTION: APR 23, 2026 (pending approval)

	M	T	W	R	F
			1	2	3
JULY 2026	6	7	8	9	10
	13	14	15	16	17
0 days	20	21	22	23	24
	27	28	29	30	31
	3	4	5	6	7
AUG 2026	10	11	12	[13]	14
	17	18	19	20	21
13 days	24	25	26	27	28
	31				
		1	2	3	4
SEPT 2026	7	8	9	10	11
	14	15	16	17	18
21 days	21	22	23	24	25
	28	29	30		
				1	2
OCT 2026	5	6	7	8	9
	12	13	14	15	16
21 days	19	20	21	22	23
	26	27	28	29	30
	2	3	4	5	6
NOV 2026	9	10	11	12	13
	16	17	18	19	20
17 days	23	24	25	26	27
	30				
		1	2	3	4
DEC 2026	7	8	9	10	11
	14	15	16	17	18
14 days	21	22	23	24	25
	28	29	30	31	
					1
JAN 2027	4	5	6	7	8
	11	12	13	14	15
17 days	18	19	20	21	22
	25	26	27	28	29
	1	2	3	4	5
FEB 2027	8	9	10	11	12
	15	16	17	18	19
18 days	22	23	24	25	26
	1	2	3	4	5
MAR 2027	8	9	10	11	12
	15	16	17	18	19
20 days	22	23	24	25	26
	29	30	31		
				1	2
APR 2027	5	6	7	8	9
	12	13	14	15	16
20 days	19	20	21	22	23
	26	27	28	29	30
	3	4	5	6	7
MAY 2027	10	11	12	13	14
	17	18	19	20	21
19 days	24	25	26	[27]	28
	31				
		1	2	3	4
JUNE 2027	7	8	9	10	11
	14	15	16	17	18
0 days	21	22	23	24	25
	28	29	30		

Calendar Details

July 3: Independence Day Obs. (Schools & District Closed)

Aug 10 - 11: Staff Development Day (No Students)
Aug 12: Teacher Workday (No Students)
Aug 13: First Day of Instruction

Sept 7: Labor Day (Schools & District Closed)
Sept 28 - 30: Grades TK - 5 PTC Week (Minimum Day)

Oct 1 - 2: Grades TK - 5 PTC Week (Minimum Day)
Oct 12: Indigenous Peoples' Day (Schools & District Closed)
Oct 19 - 23: Grades 6 - 8 PTC Week (Minimum Day)

Nov 11: Veterans Day (Schools & District Closed)
Nov 25: Fall Break (Schools Closed)
Nov 26 - 27: Fall Break (Schools & District Closed)

Dec 17 - 18: Minimum Day
Dec 21 - 23: Winter Break (Schools Closed)
Dec 24 - 31: Winter Break (Schools & District Closed)

Jan 1: Winter Break (Schools & District Closed)
Jan 4: Staff Development Day (No Students)
Jan 5: Teacher Workday (No Students)
Jan 18: Martin Luther King Day (Schools & District Closed)

Feb 5: Lunar New Year (Schools Closed)
Feb 15: Presidents' Day (Schools & District Closed)

Mar 8 - 12: Grades TK - 5 PTC Week (Minimum Day)
Mar 29 - 31: Spring Break (Schools Closed)

Apr 1 - 2: Spring Break (Schools Closed)

May 26 - 27: Minimum Day
May 27: Last Day of Instruction
May 28: Teacher Workday (No Students)
May 31: Memorial Day (Schools & District Closed)

June 18: Juneteenth Obs. (Schools & District Closed)

KEY

[ ]	First and Last Day of Instruction
	Holiday (Schools & District Closed)
	Holiday (Schools Closed)
	Staff Development Day (No Students)
	Teacher Workday (No Students)
	Minimum Day

Instructional Days

86	Fall 2026 Instructional Days
94	Spring 2027 Instructional Days
180	2026 - 2027 Instructional Days

Bell Schedule

Elementary School

Regular (MTRF)	8:20 AM - 1:20 PM	(TK-K)	300 min.
	8:20 AM - 2:40 PM	(Gr. 1-5)	380 min.
Early Release (W)	8:20 AM - 1:20 PM	(TK-K)	300 min.
	8:20 AM - 1:40 PM	(Gr. 1-5)	320 min.
Minimum Day	8:20 AM - 12:55 PM		275 min.

Middle School

Regular (MTRF)	8:40 AM - 3:15 PM	395 min.
Early Release (W)	8:40 AM - 1:50 PM	310 min.
Minimum Day	8:40 AM - 12:54 PM	254 min.

High School

Regular (MTRF)	8:30 AM - 3:20 PM	410 min.
Early Release (W)	8:30 AM - 2:17 PM	347 min.
Minimum Day	8:30 AM - 12:50 PM	260 min.

Grade Reporting Periods

Elementary School

Term	Dates	Days	Grades
Trimester 1	Aug 13 - Nov 6	60 days	Nov 20
PTC Week	Sept 28 - Oct 2		
Trimester 2	Nov 9 - Feb 19	56 days	Mar 8
PTC Week	Mar 8 - 12		
Trimester 3	Feb 22 - May 27	64 days	May 27

Middle & High School

Term	Dates	Days	Grades
Semester 1	Aug 13 - Dec 18	86 days	Jan 11
Quarter 1 Progress	Aug 13 - Sept 11		Sept 21
Quarter 1	Aug 13 - Oct 9	41 days	Oct 19
PTC Week (Gr. 6-8)	Oct 19 - 23		
Quarter 2 Progress	Oct 13 - Nov 13		Nov 23
Quarter 2	Oct 13 - Dec 18	45 days	Jan 11
Semester 2	Jan 6 - May 27	94 days	June 7
Quarter 3 Progress	Jan 6 - Feb 4		Feb 16
Quarter 3	Jan 6 - Mar 12	45 days	Mar 22
Quarter 4 Progress	Mar 15 - Apr 23		May 3
Quarter 4	Mar 15 - May 27	49 days	June 7

Continuation High School

Term	Dates	Days	Grades
Term 1	Aug 13 - Sept 25	31 days	Oct 5
Term 2	Sept 28 - Nov 6	29 days	Nov 16
Term 3	Nov 9 - Dec 18	26 days	Jan 11
Term 4	Jan 6 - Feb 19	30 days	Mar 1
Term 5	Feb 22 - Apr 9	30 days	Apr 19
Term 6	Apr 12 - May 27	34 days	June 7

Major Religious & Community Holidays

In the spirit of our C.A.R.E. core values, SSFUSD is committed to nurturing inclusivity and belonging through acknowledging major religious and community holidays of cultural significance for the diverse members of our SSFUSD community.

Sept 11 - 13: Rosh Hashanah (Jewish)
Sept 20 - 21: Yom Kippur (Jewish)
Oct 11: White Sunday (Samoan)
Nov 1 - 2: Día de los Muertos
Nov 8: Diwali (Hindu)
Dec 4 - 12: Hanukkah (Jewish)
Dec 8: Bodhi Day (Buddhist)
Dec 25: Christmas Day (Christian)
Dec 26 - Jan 1: Kwanzaa (African American)
Jan 7: Orthodox Christmas (Orthodox Christian)
Jan 14: Orthodox New Year (Orthodox Christian)
Jan 15: Makar Sankranti/Pongal/Tirmoori (Hindu)
Jan 19: Orthodox Epiphany (Orthodox Christian)
Feb 7 - Mar 8: Ramadan (Muslim)
Mar 9 - 10: Eid al-Fitr (Muslim)
Mar 26: Good Friday (Christian)
Mar 28: Easter (Christian)
Apr 21 - 29: Passover (Jewish)
May 2: Orthodox Easter (Orthodox Christian)
May 20: Vesak (Buddhist)
May 16 - 17: Eid al-Adha (Muslim)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Marcos Garcia, Ed. D., Assistant Superintendent, Student and Family Services; Ryan Sebers, Director - Student Services, & Luca Tirapelle, Ed. D., Coordinator, Student and Family Services

DATE: April 23, 2026

RE: Approval of Contract for Youth Service Bureau (YSB) School-Based Mental Health Services

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

For the past several school years, the Youth Services Bureau (YSB) of the YMCA has provided additional on-site counseling services to our elementary schools. The YSB counselors support school staff in identifying, assessing, and providing therapy and intervention services to students. Services include mental health assessment, individual and group counseling, family consultation, and referral to community-based providers. These supports align with the District's Multi-Tiered System of Supports (MTSS), providing targeted and intensive (Tier 2 and Tier 3) interventions to address students' social-emotional and behavioral needs. Within this framework, site-based wellness staff primarily provide Tier 1 and Tier 2 supports, while YSB clinicians expand access to more intensive Tier 2 and Tier 3 interventions. This year, we will continue providing services across our schools.

The CommUnity Wellness Clinician Program (formerly known as School Safety Advocates) embeds mental health professionals in our secondary schools to collaborate with counselors, teachers, deans, and administrators in support of student success. This program provides comprehensive, school-based mental health services, including crisis response, assessment, individual and group counseling, and referral coordination to additional supports. Clinicians also contribute to prevention and early intervention efforts by supporting prosocial skill development and promoting positive school climates.

While SSFUSD will continue to provide wellness counselors at Title I elementary schools and across secondary sites, primarily delivering Tier 1 and Tier 2 supports, additional targeted Tier 2 and Tier 3 clinical services strengthen the District's ability to provide a safe, inclusive,

and supportive environment for all students. Expanding access to higher-level counseling services ensures that students with more intensive needs receive appropriate interventions and connections to community-based resources.

Currently, the District partners with the Youth Services Bureau (YSB) to provide school-based mental health services across elementary, middle, and high schools. YSB clinicians and trainees support non-Title I elementary schools through site-based counseling services aligned to school needs, while CommUnity Wellness Clinicians provide counseling, crisis response, and prevention services at middle and high schools. Together, these services complement site-based wellness teams by expanding access to more intensive Tier 2 and Tier 3 supports, while the District continues to build toward a more sustainable, district-led model of care.

YSB clinicians operate as licensed or supervised mental health providers, with YSB responsible for clinical supervision and compliance with professional standards. SSFUSD collaborates with YSB to integrate these services within school-based wellness and student support systems.

FISCAL IMPLICATIONS:

The cost to support school-based counseling services at our sites will be $488,373.49:

Services	Total Cost
Elementary Schools: YSB clinicians provide site-based counseling services at non-Title I elementary schools, with staffing and schedules adjusted based on site needs (approximately 2–3 days per week per site)	$278,305.79
Middle Schools: CommUnity Wellness Clinicians, in coordination with grant-funded positions, providing counseling, crisis response, and prevention services (Note, cost is much smaller than HS clinician because they are interns, and are primarily funded by a Dept of Probation grant)	$15,460.94
High Schools: Full-time high school clinician at each comprehensive high school	$194,606.76
TOTAL	**$488,373.49**

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the contract for services with the Youth Services Bureau (YSB) of the YMCA to continue supporting additional counseling at our District schools for the 2026-27 school year in the amount of $488,373.49.

CONTRACT FOR SERVICES
School-Based Counseling Program

THE YOUTH SERVICE BUREAUS of the MENTAL HEALTH SERVICES BRANCH of the YMCA OF SAN FRANCISCO
AND the **SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

WHEREAS the YOUTH SERVICE BUREAU of the Mental Health Services Branch of the YMCA of San Francisco ("YMCA") and SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT ("SSFUSD") mutually desire to effect a Contract to define their relationship effective on **July 1, 2026.**

SECTION 1. THE PARTIES' INTENT

A. To establish and define the business relationship between YMCA and SSFUSD as it relates to the School-Based Counseling Program for youth operating at the following SSFUSD school facilities) and;

B. To serve as the guiding document for the responsibilities of the YMCA and SSFUSD for the operation of the School-Based Counseling Program.

SECTION 2. TERM

A. This Contract will be in effect for the fiscal year **July 1, 2026- June 30, 2027**. This Agreement may be terminated by either party at any time by giving prior written notice to the other party at least 30 days in advance of the effective date of such termination, or may be terminated by mutual agreement of both parties.

B. No alterations or variations of the terms of this Agreement shall be valid unless made in writing and signed by the Assistant Superintendent of the SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT or her designee and the Executive Director of the YMCA Youth Service Bureaus

SECTION 3. YMCA ROLE

In consideration of the payment hereinafter set forth, YMCA shall perform the following services at assigned school sites:

1) **Mental Health trainees and staff placed on campus at elementary and middle school sites**: Students assessed and identified as needing moderate to high-level mental health services will receive on-campus emotional and behavioral counseling. YSB clinicians will be placed at nine elementary schools in South San Francisco.

ELEMENTARY SCHOOLS

Monte Verde (2 days a week)
Buri Buri (3 days a week)
Skyline (2 days a week)
Ponderosa (2 days a week)
Junipero Serra (2 days a week)

MIDDLE SCHOOLS (all 1 day per week in addition to JPD-funded positions)

Alta Loma Parkway Heights

a. On those days of counseling service at the middle school level, each clinician will be assigned to a campus for a 5-hour block, with 1 hour for case management services, including parent contact/meetings, teacher contact, documentation, etc.
b. At the elementary school level, each clinician will have 11.5 face-to-face hours and 2.5 documentation hours for 2 days. Clinicians at the elementary school level will dedicate 2 days to the work, allocating 11.5 hours to face-to-face interactions and 2.5 hours to documentation each day.
c. Each clinician will run groups and/or meet with students individually, depending on school need and as discussed and agreed upon by school administration
d. Clinicians will conduct an initial assessment to determine emotional, behavioral, or mental health issues and communicate the level of needs and interventions with school staff.
e. Clinicians will use assessment findings to determine the appropriate mode and level of care, then place students in group or individual therapy or refer them to the Youth Service Bureau Clinic.
f. Clinicians will work collaboratively as members of the wellness team at each school site to support the team and to ensure that all team members work together. Clinicians will work with the principal or designated point person to identify and prioritize service referrals.
g. Clinicians will receive individual and group supervision provided by YSB.
h. Clinicians will abide by all legal and ethical standards set by the field.
i. Clinicians will ensure familiarity with State and District policies, requirements, and procedures.
j. Clinicians will evaluate the effectiveness of the program with mid and end-of-the-year evaluations.

2) **Middle School CommUnity Wellness Clinicians (mental health staff)**: Middle school students will receive emotional and behavioral counseling, psychosocial groups, and intervention services focused on campus crisis and violence prevention. YSB CommUnity Wellness Clinicians staff will be placed at two middle schools in South San Francisco: Alta Loma and Parkway Heights. YSB CommUnity Wellness Clinicians will be integral members of wellness and counseling teams at each school site. Middle School CommUnity Wellness Clinicians will be integral members of wellness and counseling teams at each school site. The CommUnity Wellness program is funded by the San Mateo Department of Probation and provided by the YSBs to promote safe school campuses through mental health services, crisis intervention, and campus-wide anti-violence and anti-bullying initiatives.

3) High School CommUnity Wellness Clinicians (mental health staff):
Provide and coordinate school wellness activities, which include direct services, prevention services, crisis assessment, and crisis intervention and response. High School CommUnity Wellness Clinicians will be integral members of wellness and counseling teams at each school site. Hours delineated below:

El Camino – 32 hours/week
South San Francisco – 32 hours/week

a. Provide mental health services to any student referred to a clinician
    i. Clinicians will conduct an initial assessment to determine emotional, behavioral, or mental health issues and communicate the level of needs and interventions with school staff.
    ii. Clinicians will use assessment findings to determine the appropriate mode and level of care, then place students in group or individual therapy or refer them to the Youth Service Bureau Clinic or other appropriate services.
    iii. Each clinician will meet with students individually and/or in groups, depending on school need and as discussed and agreed upon by school administration
b. Participate in violence-prevention efforts on each campus and provide mental health support.
c. Provide training to staff, students, administrators, and parents in violence prevention and intervention as needed.
d. Implement and manage a referral system that ensures systematic, ongoing communication with individuals who make referrals.
e. Provide consultation to peer support programs on each campus.
f. Participate in interagency coordination efforts to ensure the success of the program as specified in the section of this document labeled "coordination."
g. The YSB will provide all clinical supervision for the YSB Counselor and ensure compliance with the laws and ethics set by the California Board of Behavioral Science, including all confidentiality protocols and HIPAA requirements.
h. The YSB will provide programmatic quality oversight in collaboration with SSFUSD school staff, including evaluating the program's effectiveness at the end of the school year.

PLEASE SEE THE LAST PAGE, EXHIBIT A: BUDGET BREAKDOWN OF SERVICES

SECTION 4. SSFUSD ROLE

In consideration of the services set forth above, the SSFUSD shall:

a) Provide a confidential space for the services outlined above in Section 3
b) Work collaboratively with YSB leadership to evaluate and address needs at school sites.
c) To provide communication and set expectations at school sites that support integration of YSB Mental Health clinicians and trainees as members of wellness teams at each school site.
d) To ensure that all curriculum materials provided by YMCA staff are used at the discretion and with the expressed consent of YSB staff only.
e) Payment for the above services is made by the City of South San Francisco (as stated in the Consulting Agreement with the City). Total is not to exceed $488,373.49: Payment is for services delineated below:
    - YSB staff for High School CommUnity Wellness Programs and elementary school counselors: $406,855
    - YSB volunteer trainees for elementary: $10,576
    - Operating and Administrative expenses: $70,942.89

SECTION 5. INDEMNITY AND INSURANCE

YMCA'S OBLIGATIONS:

1) YMCA of San Francisco will ensure that all hiring criteria and procedures, such as fingerprint clearance and criminal background checks, are met by all staff and volunteers for the duration of their placement within the school district.

2) YMCA of San Francisco shall defend, indemnify, and hold harmless SSFUSD, its Board, officers, employees, and agents against all claims, damages, losses, expenses (including reasonable attorneys' fees) and liabilities (referred to collectively as "losses") of any kind or character arising out of and in the course of YMCA'S performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of SSFUSD, its agents, or employees.

3) YMCA of San Francisco shall maintain during this Agreement, at its cost, general liability insurance insuring against liability for bodily injury, including death, or property damage resulting from YMCA's performance under this Agreement, with a limit of not less than One Million Dollars, automobile liability insurance with a combined single limit of not less than One Million Dollars, Worker's compensation insurance as required by applicable law, and Employer's Liability insurance with limits of not less than One Million Dollars per employee for bodily injury or disease.

SSFUSD'S OBLIGATIONS:

1) SSFUSD shall defend, indemnify, and hold harmless YMCA of San Francisco, its Board, officers, employees, and agents against all claims, damages, losses, expenses (including reasonable attorneys' fees), and liabilities (referred to collectively as "losses") of any kind or character arising out of SSFUSD's performance under this Agreement. This obligation shall not lie in those instances where the losses are caused solely by the negligence or intentional misconduct of YMCA of San Francisco, its agents, or employees.

2) SSFUSD shall maintain during this Agreement, at its cost, general liability insurance insuring itself and YMCA of San Francisco against liability for bodily injury, including death, or property damage resulting from SSFUSD's performance under this Agreement or use of the Facility for the Programs, with a limit of not less than One Million Dollars, and automobile liability insurance with a combined single limit of not less than One Million Dollars, Worker's compensation insurance as required by applicable law, and Employer's Liability insurance with limits of not less than One Million Dollars per employee for bodily injury or disease.

3) SSFUSD at its cost, shall maintain on the Facility, fire and extended coverage insurance, with vandalism and malicious mischief endorsements, in accordance with its general policy and practice as to amount and form.

4) All insurance required hereunder shall be primary (so that any contingent liability insurance of YMCA of San Francisco will not be called upon for contribution); non-cancelable without thirty (30) days advance written notice to YMCA of San Francisco; cover the indemnification obligations of SSFUSD to YMCA of San Francisco under this Agreement; and be evidenced by a certificate of insurance and related endorsement from SSFUSD's insurance carrier.

5) SSFUSD agrees to notify YMCA in writing immediately upon knowledge of any claim, suit, action, or proceeding for which either party may be entitled to indemnity under this Agreement.

SECTION 6 NOTIFICATION

Formal notice between the parties under this agreement shall be addressed as follows:

If to the school district:	South San Francisco Unified School District Dr. Shawnterra Moore, Superintendent 398 B Street, South San Francisco, CA 94080
If to YMCA:	Youth Service Bureaus Margaret Hitchcock, Clinical Director 1486 Huntington Ave. #100 South San Francisco, CA 94080

SECTION 7 MISCELLANEOUS

This Contract constitutes the understanding between the parties, and supersedes all offers, negotiations, and other MOU's or contracts concerning the subject matter contained herein. There are no representations or understandings of any kind not set forth herein. Any amendments to this Contract must be in writing and executed by both parties.

APPROVED AND AGREED:

_____

Wesley "Chip: Rich, SVP, Operations
YMCA of San Francisco

Date _____

_____

Shawnterra Moore, Ed.D.
Superintendent
SSF Unified School District

Date _____

Exhibit A:

BUDGET and NARRATIVE DESCRIPTIONS

Staff Costs			
ECHS Clinician 3.5 days at the site + additional supervision time	**40 weeks x 32 hrs per week**	**1.0**	**$66,560**
SSFHS Clinician	**40 weeks x 32 hrs per week**	**1.0**	**$66,560**
Buri Buri: 3 days + additional ind supervision	**40 weeks @ 17 hours per week**	**0.425**	**$48,894**
Ponderosa: 2 days + additional ind supervision	**40 weeks @ 17 hours per week**	**0.425**	**$35,370**
Skyline: 2 days + ind supervision	**40 weeks @ 17 hours per week**	**0.425**	**$35,370**
Monte Verde: 2 days + ind supervision	**40 weeks @ 17 hours per week**	**0.425**	**$35,370**
Junipero Serra: 2 days + ind supervision	**40 weeks @ 17 hours per week**	**0.425**	**$35,370**
Clinical Supervision: 4.5 staff	**40 weeks @ 12 hours per week**	**0.3**	**$32,373**
Subtotal Staff's Costs		**4.4**	**$355,867**
Health Benefits	**annual cost per staff $11,588**	**4.4**	**$50,987**
Total Staff's Costs Including H&B			**$406,855**
Other Operating Costs			
Clinical Trainees @ MS sites	**flat rate per trainee $10,576**	**1.0**	**$10,576**
Supplies: office, snacks, tx tools			**$770**
Communications (staff cell phone)			**$1,292**
Database licenses for ERH's			**$5,180**
Subtotal Other Operating Costs			**$17,818**
Administrative Costs			
Administrative Costs			**$63,700.89**
Total Administrative & Operating Costs			**$81,518.89**
Total Contract			**$488,373.49**

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Marcos Garcia, Ed.D., Asst. Superintendent, Student & Family Services

DATE: April 23, 2026

SUBJECT: Change Order Increasing DEDAP Contract Services Agreement for 25–26

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☒ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

On June 12, 2025, the Board approved a Contract Services Agreement with DEDAP in the amount of $134,250 for the 2025–26 school year. Following that approval, DEDAP was granted use of an additional classroom, which allowed the program to increase its enrollment capacity from 30 students to 43 students. As a result of this expanded capacity, additional services were required to support the increased number of students served during April and May. This change order is needed to reflect the added program capacity and the corresponding increase in cost associated with serving 43 students.

FISCAL IMPLICATIONS:

The original Board-approved amount was $134,250. The revised cost for April and May is $19,242.50 per month for 43 students, resulting in a total increase of **$38,485.00**.

Total increase amount: **$38,485.00**
Revised total annual cost: $172,735.00

RECOMMENDATION:

Staff recommends that the Board of Trustees approve the change order to the Contract Services Agreement between South San Francisco Unified School District and DEDAP for the 2025–26 school year for an additional increase of $38,485.00. Approval of this change order will align the agreement amount with the actual cost of services resulting from expanded program capacity and increased student enrollment.

South San Francisco Unified School District
District Extended Day Activities Program
530 Tamarack Lane
South San Francisco, CA 94080
Tel: 650-827-8402 / Fax: 877-5232

Subject: Documentation Supporting DEDAP Change Order Increase

Hello Mr. Chandler.

I am writing to document the reason for the requested change order increase for DEDAP during the 2025–26 school year.

The original Board-approved amount for DEDAP was $134,250, approved on June 12, 2025. Subsequently, DEDAP was provided access to an additional classroom, which allowed the program to increase its enrollment from 30 students to 43 students.

Because of this expansion in student capacity, the cost for services increased accordingly. The revised cost for April and May of 2026 is $19,242.50 per month, based on enrollment of 43 children for a total of $38,485.

This email is intended to provide supporting documentation that the increase is directly tied to the addition of classroom space and the resulting increase in student enrollment and services.

Please let me know if further clarification or supporting detail is required.

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

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Marcos Garcia, Ed.D., Assistant Superintendent, Student & Family Services
Ryan Sebers, Director – Student & Family Services
Alicia Young, Coordinator – Student & Family Services

DATE: April 23, 2026

RE: Fresh Lifelines for Youth (FLY) MOU

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☒ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☒ **Goal 5:** Equity-Centered Systems
☐ **N/A:** Not Applicable

BACKGROUND:

Founded in 2000, Fresh Lifelines for Youth (FLY) serves more than 2,000 youth ages 11–25 throughout the Bay Area each year. FLY works to prevent juvenile incarceration, suspension, and expulsion through legal education, restorative practices, mentoring, and leadership training. Its mission is to promote more equitable systems while supporting young people in building productive and positive futures.

FLY has previously partnered with secondary schools in the South San Francisco Unified School District (SSFUSD) with positive results and continues to collaborate through partnerships such as the South San Francisco Community Collaborative for Children's Success (SSF CCCS).

FLY offers a range of programs that align with the District's Restorative Practices framework and Multi-Tiered System of Supports (MTSS), providing Tier 1 through Tier 3 interventions to address students' social-emotional and behavioral needs.

The primary program proposed for this partnership is Peer Point. Peer Point is an alternative to suspension and expulsion program designed to provide enhanced support for higher-

needs youth through case management and system navigation. This program offers a more intensive and longer-term alternative to suspension (ATS) than is currently available within the District. While District ATS programs typically consist of one to three sessions, Peer Point provides weekly sessions over a three- to five-month period. In addition, the District currently has a need for a structured alternative to expulsion program, which Peer Point is well-positioned to support.

Additionally, the program includes the development of Peer Advocates at school sites. FLY will recruit and train SSFUSD students to serve as peer advocates and restorative circle facilitators, supporting the broader school community through restorative practices. This component enhances Tier 1 supports and aligns with the District's commitment to building a restorative culture. Students requiring additional support may also be referred to other FLY programs as appropriate

Overall, this partnership would strengthen and expand the District's ATS programs, restorative practices, as well as Tier 2 and Tier 3 supports.

FISCAL IMPLICATIONS:

These services will be provided at no cost to the District

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Memorandum of Understanding with Fresh Lifelines for Youth (FLY) to provide additional Tier 1–Tier 3 supports for the remainder of the 2025–2026 school year and into the 2026–2027 school year.

Scope of Services

This Memorandum of Understanding provides a framework for Fresh Lifelines for Youth, Inc., ("FLY") and South San Francisco Unified School District (SSFUSD) to work together toward the mutual goal of providing maximum available assistance to students of said school. Given that staff at SSFUSD would like additional services for youth facing school pushout, both agencies believe that implementation of this proposal, as described herein, will further this goal. To this end, each agency agrees to participate in support of peer advocacy, restorative peer circles, and case management/system navigation support through FLY's Peer Point Program.

General Description of Arrangements between Agencies

Fresh Lifelines For Youth, Inc. shall provide the recruitment and training of SSFUSD students and other community youth as peer advocates and restorative circle participants; the facilitation of restorative peer circles for the SSFUSD community; and case management support and system navigation for youth who are referred to Peer Point as an alternative to suspensions and expulsions. The goals of Peer Point at SSFUSD will be to build a community of support among higher-needs youth; create accountability, healing, and growth for youth at critical disciplinary junctures; and provide an ongoing opportunity for youth to support and engage each other in alternatives to traditional punitive systems.

Context & Referrals

SSFUSD will identify and refer a limited number of youth who are facing suspension to engage in restorative peer circles, create a Restorative Plan, and receive case management and system navigation support from FLY staff. Youth who are referred will not be expelled or suspended during or after the program for the referring incident. If other incidents arise, SSFUSD staff will include FLY in discussions about the best response.

At time of incident that could lead to suspension, SSFUSD will assess a youth's suitability for diversion. If youth is suitable for diversion, SSFUSD will contact FLY staff members to make a referral. FLY staff will meet with the youth to discuss the program, possibly involving a peer advocate. If the youth consents to participation, FLY will also contact the youth's family to ensure their support.

SSFUSD agrees to work to offer the least restrictive or punitive options possible for youth, while maintaining school safety. SSFUSD will refer youth to Peer Point who are facing suspension for incidents including, but not limited to:

- Possession of illegal or controlled substances for which the youth does not have a prescription
- Verbal fights, threats, or other outbursts that are unsafe to the school community
- Repeated defiant or disruptive behavior that has not been able to be addressed effectively through other means
- Theft, damage, or destruction of property
- Other incidents that qualify for suspension under California Education Code 48900 and do not create an immediate threat to the school community's safety

As part of the intake process and with parent consent, SSFUSD shall provide demographic information, information relating to the precipitating incident, as well as relevant staff perspectives on the youth,

including their strengths, interests, opportunities for growth and development, and value to the school community. Most information will be collected through a secure intake form. If additional information is needed, FLY staff will work to gather said information with as little disruption to school employees as possible.

SSFUSD shall also provide disaggregated demographic and disciplinary data about suspensions and expulsions so that both SSFUSD and FLY can compare historical trends and potential impacts of the Peer Point program. FLY shall also provide SSFUSD disaggregated data about Peer Point outcomes. FLY shall not share said data publicly without express written consent from SSFUSD.

Confidentiality & Youth Consent

FLY shall use its own evaluation tools which include but are not limited to assessments of the youth's strengths, skills, attitudes, needs, and behaviors. SSFUSD shall respect the confidentiality of the youth's responses. As the youth engages in restorative circles and meets with peer advocates and FLY staff, they shall develop a Restorative Plan. All information shared at a restorative circle shall remain completely confidential, with the one exception of mandated reporter requirements. Personal youth information from restorative circles or in conversation with FLY staff or volunteers shall never be used as evidence at an expulsion hearing or other school discipline proceeding. FLY shall share general records of interventions and services provided through Restorative Plans while balancing youth privacy.

Youth who are referred to Peer Point shall be asked for their consent at multiple points throughout the program: initially, as part of the intake process immediately following the incident, and then at other critical junctures, including but not limited to discussing personal matters with a peer advocate, participating in restorative circles, and in committing to a Restorative Plan. After a student's initial discussion with SSFUSD, FLY staff shall be responsible for gaining youth consent and for ensuring youth understand their options and alternatives should they revoke or not give their consent. Once a youth has initially consented to participation, FLY shall also engage the youth's guardian(s) in understanding the program and in gaining their support for the youth's participation.

FLY shall ensure the confidentiality of youth conversations with FLY staff and peer advocates while maintaining fidelity to the role of mandated reporters. This assurance includes but is not limited to establishing agreements with peer advocates around confidentiality and potential consequences if confidentiality is breached.

Services

FLY shall recruit and train peer advocates to engage in restorative circles and provide peer support to youth who are referred in response to a disciplinary incident. SSFUSD shall support the identification and recruitment of peer advocates as well as provide designated school or after-school time/period and the provision of space for training, circles, and 1:1 meetings at no cost to FLY.

FLY services to individual youth diverted from suspension or expulsion may include but are not limited to:

- Accountability and support to complete Restorative Plan commitments generated through restorative peer circle process
- 1:1 case management and coaching on goal setting, problem-solving, and Social Emotional Learning development
- Communication with student's family to address root causes and unmet needs

- Referrals and connection to internal FLY services such as Career Pathways Navigation support, Youth Voice advocacy coaching, Leadership Program Case Management, Reentry Case Management, and/or Law Program workshops
- Referrals and connection to external services and agencies to provide specialized forms of support, such as mental health counseling, support groups, substance use counseling, academic support, etc.
- Ongoing engagement in Restorative Circles as a peer advocate

Community of Support & Partnership
FLY shall contribute to a network of resources, agencies, and organizations preventing school push-out. This includes but is not limited to FLY Program Staff and appropriate school administrators/contacts attending collaborative meetings to share information about youth as well as receive input on additional services and planning that could assist youth and their families.

SSFUSD staff shall commit to supporting restorative practices, including but not limited to: allowing time for the restorative process to produce expected results, participating in circles with youth and/or other staff when relevant, and accepting and engaging with feedback that may come from the restorative process. FLY commits to partnering with SSFUSD staff to ensure these commitments are supported and honored and to move toward disciplinary systems that produce positive outcomes for individual youth and the broader school community.

Adaptations
FLY and SSFUSD may need to make adjustments to their services during the year in order to comply with distance learning, in-person schooling, or hybrid models, based on the overall school delivery model. Adjustments to these activities could include but are not limited to providing virtual/online peer advocacy training, youth meetings, and restorative peer circles.

Harassment and Discrimination
FLY and South San Francisco Unified School District are mutually committed to providing a safe and welcoming environment for employees, members, and guests. To that end, neither shall harass, discriminate, retaliate, or be abusive toward each other's members, employees, directors, volunteers, guests, or vendors, including, without limitation, engaging in any verbal, physical, written, or visual harassment, discrimination, or retaliation on the basis of race, religious creed, color, national origin, disability, sex, gender identity, gender expression, age, sexual orientation, or other characteristic protected by the law.

Independence
FLY and South San Francisco Unified School District are and shall remain independent contracting parties. The arrangements contemplated by this MOU do not create an employment or similar relationship for any purpose. Neither has the power or authority to bind or obligate the other to a third party or commitment in any manner.

Indemnity

Each Party will defend, indemnify, and hold the other Party, its officers, employees, and agents harmless from and against any and all liability, loss, expense, including reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Party, its officers, agents, or employees. The Party seeking indemnification agrees to provide the other Party with prompt notice of any such Claim and to permit the indemnifying Party to defend any claim or action, and to cooperate fully in such defense. The indemnifying Party will not settle or consent to the entry of any judgment in any Claim without the consent of the other Party, and such consent will not be unreasonably withheld, conditioned, or delayed.

Time Frame of Agreement

The time frame of this agreement shall be April 1, 2026 to June 30th, 2027.

Protocol if MOU is Not Being Met

Any adjustments to this MOU must be mutually agreed upon and in writing. Any Partner may terminate their participation in the MOU by providing written notice to the other Partner.
We, the undersigned, as authorized representatives of Fresh Lifelines for Youth, Inc. and South San Francisco Unified School District, do hereby approve this document.

Accepted by:

_____ Date: _____
Melissa Poling
Fresh Lifelines for Youth

_____ Date: _____

South San Francisco Unified School District
Representative

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Lori Shelton, Director of Bond Program

DATE: April 23, 2026

RE: Approval of Agreement with ENGEO, Inc. for Geotechnical Engineering Services and Geologic Hazards Evaluation for the Spruce Elementary School Modernization Project

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ALIGNMENT WITH STRATEGIC PLAN:

- ☐ **Goal 1:** Exceptional Instruction
- ☐ **Goal 2:** Engaged Students
- ☐ **Goal 3:** Purposeful Partnerships
- ☐ **Goal 4:** Empowered Educators
- ☐ **Goal 5:** Equity-Centered Systems
- ☒ **N/A:** Not Applicable

BACKGROUND:

As part of the Measure T Bond Program, Spruce Elementary School is undergoing a campus-wide modernization. The proposed improvements include but not limited to improvements to existing Building C original structures, new Building K, new play structure, Voluntary Seismic Upgrade for Building C, site utilities and expanded vehicle access for Fire Vehicle Access.

On November 16, 2023, the Board of Trustees approved a Request for Qualifications (RFQ) for a pool of five (5) firms to provide geotechnical and geological hazard evaluation services. The District issued a Request for Proposal (RFP) for geotechnical and geological hazard evaluation services. After a thorough review, staff determined that ENGEO offers a competitive fee structure while meeting all the project requirements.

FISCAL IMPLICATIONS:

The cost of services is $67,150.00, paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the professional services agreement with ENGEO, Inc. for Geotechnical Engineering Services and Geologic Hazard Review for the Spruce Elementary School Modernization Project in the amount of $67,150.00.

Project No.
P30760.000.001

March 11, 2026

Mr. Calvin Wong
Bond Project Manager
South San Francisco Unified School District
Measure T Bond Program
398 B Street
South San Francisco, CA 94080

Subject: Spruce Elementary School
501 Spruce Avenue
South San Francisco, California

PROPOSAL FOR GEOTECHNICAL ENGINEERING AND GEOLOGICAL HAZARDS EVALUATION

Dear Mr. Wong:

We are pleased to submit this proposal to provide geotechnical engineering and geological hazards evaluation services for Spruce Elementary School in South San Francisco, California. The purpose of our services is to evaluate existing subsurface and geologic conditions, perform a field exploration program, and provide recommendations that will support structural design and site development. In preparation of this proposal, we reviewed the Request for Proposal (RFP) documents including existing plans, geotechnical report, and topographic information, Addendum No. 1 of the RFP, published geologic maps, and our geotechnical subsurface database in South San Francisco.

WHY ENGEO?

ENGEO is an employee-owned firm of geotechnical engineers, geologists, hydrologists, and environmental professionals, as well as a construction services QA/QC team. Founded in 1971, we have offices throughout California and have built a solid reputation for outstanding client service and high-quality geotechnical engineering. Having been in business successfully for 54 years, we are committed to serving you long after this project is complete. Few, if any, of our competitors can offer such a commitment or stable financial history to back it up.

We have completed numerous geotechnical investigations and prepared geotechnical reports for K-12 educational facilities in the region and across California that were approved by CGS and DSA without complications and have been constructed successfully.

PROJECT DESCRIPTION

The Spruce Elementary is a public K–5 campus located at 501 Spruce Avenue, South San Francisco, California. As part of the District's Measure T Bond Program, the school and the Bond Management Team are seeking to update the geological and geotechnical record for a future project to upgrade the school campus.

Based on the RFP, the project will include construction of:

- A new Building K, approximately 4,000 square feet.
- Voluntary Seismic Upgrade for Building C.
- A new off-street student drop-off zone with expanded vehicle access and retaining walls, located at the southeastern corner of campus.
- A new fire access lane with retaining walls located on the northern side of campus.

Structural loads and grading are yet to be determined; however, we assume that structural loads will be representative for this type of construction and that only minor site grading and up to two additional retaining walls will be required.

GEOLOGY AND GEOTECHNICAL CONSIDERATIONS

Based on a review of geologic mapping in the area and the Geotechnical Engineering and Geologic Hazards Study for the school improvements in the Measure J Bond Program (prepared by Geosphere Consultants, Inc., dated May 05, 2012), the site is underlain by colluvium, which consists of interlayered sand, silty sand, clayey sand, and sandy clay. We also reviewed the Seismic Hazard Zones Map, and the site is not mapped within an earthquake fault zone, a liquefaction hazard zone, or an earthquake-induced landslide zone.

SCOPE OF SERVICES

The geotechnical exploration will include a geologic hazards assessment, field exploration, and preparation of a combined geotechnical and geological hazards report in general conformance with the requirements of the Division of State Architects Office (DSA) and California Geologic Survey (CGS) as indicated in CGS Note 48. The report will be signed and stamped by a Geotechnical Engineer and a Certified Engineer Geologist licensed in the state of California. We will provide a response to comments following reviews from CGS and DSA. Once the project plans are developed, we will review the geotechnical aspects of the applicable project plans and specifications.

A. BASE SCOPE

Task 1.0: Site Investigation

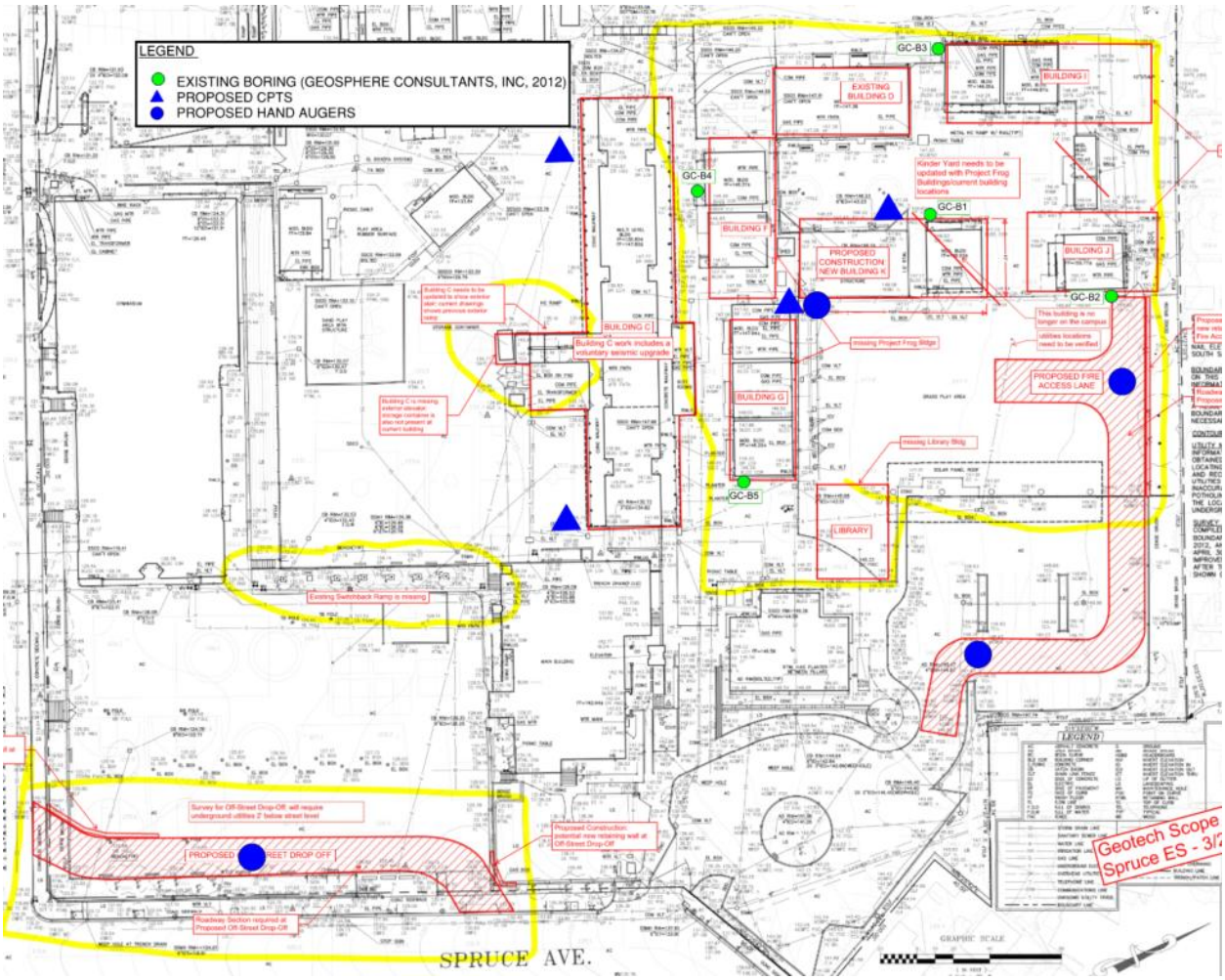
Based on CGS Note 48, we will evaluate the subsurface conditions at the proposed project site by advancing up to four cone penetration tests (CPT) between 50 and 100 feet and four hand augers up to a depth of 10 feet. As the latest November 2025 CGS Note 48 does not provide guidance on the number of exploratory test holes, Chapter 1801A of the 2025 California Building Code was used to determine the number of exploratory test holes.

Prior to performing the exploration, we will obtain the necessary permits from the San Mateo County Environmental Health Services Division. We will mark our proposed exploration locations in the field and notify Underground Service Alert (USA) of our intent to drill. In addition, we will retain the services of a private utility locator to evaluate buried utilities prior to beginning the field investigation. ENGEO or its subcontractors will accept no responsibility for damage to existing utilities not accurately located. Prior to drilling, we will retain a subcontractor to core through the existing concrete slabs and/or hardscape, as necessary.

We propose to retain the services of a CPT contractor to perform up to four CPTs. We propose one of the CPT soundings to be a seismic sounding to collect shear-wave velocity in the upper 100 feet. The CPTs will be backfilled with cement grout in accordance with San Mateo Department of Public Health requirements. In addition, we will perform up to four hand augers while on site with the CPT subcontractor to collect near-surface soil for laboratory testing. As the hand augers are 10 feet or less and are not anticipated to encounter groundwater, the cuttings from the hand augers will be placed back in the borehole. As such, we do not anticipate the need to drum and offhaul spoils associated with our site investigation. All cored exploratory holes will be resurfaced with either grout or cold patch asphalt to match the existing ground surface elevation. Exhibit 1 shows the proposed exploration locations.

To minimize disruption to school operations, we plan to conduct our site investigation on a weekday during non-school days (7:00 am – 5:00 pm). If a non-school weekday is unavailable, we propose working on Saturdays during the same hours to avoid noise ordinance restrictions with evening work and "double time" subcontractor costs associated with Sundays.

EXHIBIT 1: Proposed Exploration Locations



Task 1.1: Laboratory Testing

Characteristics and index parameters of on-site soil will be evaluated by laboratory testing. The samples will be re-examined in our laboratory to verify field classifications, and the testing program will likely include moisture content/dry density determinations, shear strength, plasticity, sieve analysis, resistance value, and/or percentage passing a #200 sieve, corrosivity testing, as appropriate. The soil samples will also be used for hazardous waste characterization of the site soils.

Task 1.2: Infiltration Testing

Based on our review of the Geotechnical Engineering and Geologic Hazards Study (prepared by Geosphere Consultants, Inc., dated May 05, 2012), we examined the boring logs, which indicate the top 10 feet of the site consist of interbedded clayey sand and sandy clay. In our opinion, this near-surface soil profile is very likely to have poor infiltration, and stormwater treatment facilities should be designed with a subdrain system that connects to the storm drain. Subsequently, we recommend the school district forgo the cost for site infiltration testing.

Task 2.0: Geotechnical Report

Upon completion of our exploration, we will prepare a draft and a final geotechnical report in general conformance with the requirements of DSA and CGS Note 48 that will include our findings, conclusions, and recommendations. The report will describe subsurface conditions at the site and will include field data, CPT logs, hand-auger bore logs, and a site plan showing the location of the exploratory holes. The report will present discussions, conclusions, and recommendations regarding the following.

- Site and subsurface conditions, including soil, bedrock (if applicable), and groundwater conditions at the site
- Site seismicity, geologic and seismic hazards, including an assessment of the potential for liquefaction with recommendations for mitigation that meet the current DSA requirements, if necessary
- Settlement, expansion potential, and recommendations for remedial measures necessary to mitigate settlement and/or heave for planned development
- Site classification and general seismic design parameters in accordance with the 2025 California Building Code (CBC) and the 2025 California Existing Building Code (CEBC) based on mapped values
- Foundation recommendations including soil bearing, lateral capacity, including mobilization of friction and passive resistance, for the existing shallow foundations for Building C and the proposed new Building K structure
- Grading recommendations, including recommendations for placement and compaction of fill
- Subsurface drainage and moisture protection requirements, if any
- Ground improvement strategies, if needed

- Lateral earth pressures for retaining walls, including active, passive, and seismic values, as necessary, and footing allowable bearing pressures
- Temporary shoring design recommendations, as needed
- Slope stability, as needed
- Subgrade preparation for slab, exterior concrete flatwork, and pavement areas
- Slab-on-grade design (interior and exterior)
- Pavement recommendation as needed for AC and PCC
- A discussion of the corrosive nature of the site soil
- Geologic hazard evaluation that meets the current DSA requirements, as indicated in California Geologic Survey Note 48. Refer to Task 3 for details

We assume our draft document will be provided to the District and the project architect for one round of comments. Following publication of our final report, we will submit report to CGS for review. We assume the District will file CGS Form 1A/1B and pay the $4,800 application fee.

Task 3.0: Geological Hazards Evaluation

An ENGEO Certified Engineering Geologist will perform a geological hazards evaluation in accordance with DSA and CGS (CGS Note 48) requirements. The evaluation and resulting documentation will include, but not be limited to:

- Review of site historical aerial photographs.
- Summary of aerial photographic study and site visit (geologic reconnaissance).
- Summary of regional geology and seismicity.
- Summary of project site geology.
- Preparation of a site geologic map and representative geologic cross sections, as required.
- Evaluation of geologic hazards, including, but not limited to:
    - Fault rupture
    - Historical ground failures
    - Landslide hazards
    - Strong ground shaking
    - Liquefaction potential (including ground deformation/rupture evaluation) and seismic (dry sand) settlement potential
    - Lateral spreading potential
    - Flooding and reservoir inundation potential
    - Seismically induced waves, such as tsunami and seiche, as appropriate
    - Volcanic eruption, as appropriate
    - Potential for naturally occurring asbestos (NOA)

Task 4.0: Hazmat Waste Characterization for Soil

As requested in the RFP, we propose to use soil samples collected from hand augers performed during the soil investigation for the purpose of hazardous waste characterization in support of off-site soil disposal. Although a final grading plan is not currently available, we assume the proposed maximum hand auger depth of up to 10 feet will be below proposed cut to classify soil to be potentially encountered during grading operations. The collected soil samples will be tested for hazardous waste classification in accordance with California Code of Regulations (CCR) Title 22 for the following.

- CAM 17 Metals – EPA Methods 6020B/7471
- Volatile Organic Compounds (VOCs) with Gasoline Range Organics (GRO) – EPA
- Method 8260B
- Semi-Volatile Organic Compounds (SVOCs), Low Level – EPA Method 8270C
- Polycyclic Aromatic Hydrocarbons (PAHs/PARs) – EPA Method 8310 (HPLC)
- Polychlorinated Biphenyls (PCBs) – EPA Method 8082
- Organochlorine Pesticides – EPA Method 8081 (Low Level)

In the event we identify potentially hazardous materials either visually or by odor during our exploration, we will notify you as soon as possible of such an occurrence in order to decide mutually whether to continue, modify, or cease the remainder of the field exploration program. Additional costs incurred as a result of encountering suspected hazardous materials will be charged on a time-and-expense basis over and above the estimated fee for the exploration proposed herein.

Although we assume the soil encountered will be non-hazardous, our geotechnical report will discuss the analytical results and will provide rough unit costs for hazardous materials offhauling, as requested.

Task 5.0: Design Phase Support – Document Review

During the design and review phase for the proposed project, we will provide engineering consultation services on an as-needed basis. We will attend meetings/teleconferences with the project design team to verify that the geotechnical report is responsive to the project design requirements. We will provide a response to one round of comments during the review and approval of the geotechnical report and geologic hazard study, and one round of comments during the review and approval of the construction drawing and specification review by the office of the State Architect and California Geologic Survey. We will review the DSA Plan Check submittal grading, foundation, landscape, and utility plans and specifications to confirm conformance with the geotechnical recommendations. Following our review, we will publish a grading plan review letter and a foundation plan review letter and provide supplementary recommendations, if needed.

B. ADDITIONAL SERVICES

Task 6.0: Construction Administration and Observation (Geotechnical Engineer-of-Record (GER or GEOR) Role)

During construction, we propose to provide Geotechnical Engineer-of-Record (GEOR) consultation with geotechnical observation, reviews of contractor submittals for compliance with design intent, design support, and testing services, including field density testing and foundation

observations, and submitting DSA Form 293. If requested, we can provide special inspections and materials testing, such as inspections for placement of reinforcement, placement of concrete and/or shotcrete, welding, bolting, shear nailing, fireproofing, etc., for construction of the new classroom and existing classroom retrofit.

Although a preliminary project schedule was provided, the schedule does not provide details beyond construction occurring between October 7, 2027, and May 16, 2029. Our fees for inspections are dependent on the contractor's schedule, sequencing, and quality of work. For planning purposes, we recommend allocating 10 full-time site visits (up to 8 hours per site visit) and 25 part-time site visits (up to 4 hours per site visit). We recommend revisiting these assumptions following selection of a contractor and development of a more detailed schedule so that we may provide a budget that can be aligned with the work to be performed.

FORM OF AGREEMENT

We reviewed the South San Francisco Unified School District's standard Form of Agreement, included in the RFP as Attachment C. Our suggested edits to the Form of Agreement are redlined and are attached to the proposal.

FEE

We propose to perform the above-described Tasks 1 through 4 on a fixed-fee basis as itemized below, and Tasks 5 and 6 on a time-and-expense basis. Based on the Form of Agreement in Attachment C, our fees include charges for prevailing wage where applicable.

TABLE 1: Fee Estimate

ITEM		FEE
A. Base Scope		
Task 1.0	**Site Investigation**	
	CPT and Coring Subcontractor (fee estimate for one weekday exploration, add surcharge of 25% if Saturday work is required)	$12,500
	Geologist/Engineer Logging (fee estimate for 1 weekday exploration)	$5,000
	Permit/U.S.A./Marking of Borings/Project Management	$3,000
	Private Utility Locator (fee estimate for weekday, add surcharge of 50% if Saturday work is required)	$1,200
	Subtotal Task 1.0	**$21,700**
Task 1.1	**Laboratory Testing**	**$4,000**
Task 1.2	**Infiltration Testing**	**$0**
Task 2.0	**Geotechnical Report**	**$10,000**
Task 3.0	**Geologic Hazards Evaluation**	**$6,000**
Task 4.0:	**Hazmat Waste Characterization for Soil**	**$2,250**
Task 5.0:	**Design Phase Support – Document Review**	
	Principal Engineer/Geologist (Alot 10 hours at $440 per hour)	$4,400
	Senior Engineer/Geologist (Alot 20 hours at $305 per hour)	$6,100
	Project Engineer/Geologist (Alot 10 hours at $270 per hour)	$2,700
	Subtotal Task 5.0	**$13,200**
	BASE SCOPE TOTAL	**$57,150**
Owner Controlled Unforeseen Allowance:		**$10,000**

ITEM	FEE
B. Additional Services	
Task 6.0: Construction Administration and Observation (Geotechnical Engineer-of-Record (GER or GEOR) Role	
10 full-time testing and observation site visits, including project management (up to 8-hours per visit on site, allocate $2,050 per site visit)	$20,500
25 part-time testing and observation site visits, including project management (up to 4-hours per visit on site, allocate $1,250 per site visit)	$31,250
Consultation - Principal Engineer/Geologist (Alot 10 hours at $440 per hour)	$4,400
Consultation - Senior Engineer/Geologist (Alot 15 hours at $305 per hour)	$4,575
Final report	$5,000
Subtotal Task 6.0	$65,725
ADDITIONAL SERVICES TOTAL	**$65,725**

SCOPENOT ACCEPTED

REPORT SCHEDULE

We anticipate our field exploration can be scheduled and completed within 3 to 4 weeks following receipt of formal authorization to proceed. Our draft report will be completed within 4 to 5 weeks from the completion of our field exploration. Our total draft report timeline is anticipated to be 7 to 9 weeks. Our final report will be issued 1 to 2 weeks following receipt of all design team comments.

SITE ACCESS

Necessary removal or unlocking of fences or gates and permission to enter the site must be received by the District prior to our field activities. If site access or weather conditions restrict our field operations, a revision to our fee may be necessary.

LIMITATIONS

ENGEO's liability for damage due to professional negligence, acts, errors, omissions, breach of contract and consequential damages will be limited by Client to an amount not to exceed an aggregate limit of two hundred thousand dollars or ENGEO's fee, whichever is greater, regardless of the legal theory under which such liability is imposed.

AUTHORIZATION

If you are in agreement with the scope of services and fees outlined above, please issue your contract agreement for our review and signature.

We look forward to serving you on this project. If you have any questions or comments regarding this proposal, please do not hesitate to contact us.

Sincerely,

ENGEO Incorporated

Stefanos Papadopulos, GE
Principal

Robert H. Boeche, CEG
Principal

Chris Stouffer, GE
Senior Engineer

lh/cs/sp/rhb/ca

Attachments: Preferred Client Fee Schedule
Attachment C – Spruce Elementary School Modernization Project, RFP Issued Feb 24, 2026

PREFERRED CLIENT FEE SCHEDULE
PROFESSIONAL SERVICES
Effective February 2026

President	$500.00 per hour
Principal	$440.00 per hour
Associate	$360.00 per hour
Subject Matter Expert	$475.00 per hour
Senior	$305.00 per hour
Project	$270.00 per hour
Staff	$245.00 per hour
Assistant	$190.00 per hour
Construction Services Manager II	$245.00 per hour*
Construction Services Manager I	$235.00 per hour*
Senior Field Representative II	$205.00 per hour*/**
Senior Field Representative I	$185.00 per hour*/**
Field Representative	$170.00 per hour*/**
Senior Laboratory Technician	$205.00 per hour
Laboratory Technician	$185.00 per hour
Senior GIS Developer	$220.00 per hour
GIS Developer	$210.00 per hour
Senior GIS Analyst	$215.00 per hour
GIS Analyst	$200.00 per hour
Senior CAD Specialist	$200.00 per hour
CAD Specialist	$190.00 per hour
Network Administrator	$270.00 per hour
Project Assistant	$160.00 per hour

* Two-hour minimum portal to portal and cancellations within 24 hours.
* OVERTIME RATES: Rates will be increased by a factor of 1.5 for all hours worked in excess of eight (8) Monday through Friday, and the first eight (8) hours worked on Saturday. Rates will be increased by a factor of 2.0 for all hours worked in excess of twelve (12) Monday through Friday, all hours worked in excess of eight (8) on Saturday, and all hours worked on Sundays and holidays.
** For Prevailing Wage projects, the hourly rate will be increased by $23.
** Rates will be increased by factor of 1.25 for night-shift hours (hours commencing after 4:00 p.m. or before 4:00 a.m.); rates will be increased by a factor of 1.875 (an additional factor of 1.5) for all night-shift hours in excess of eight (8); rates will be increased by a factor 2.5 for all night-shift hours worked in excess of twelve (12).
Scheduled night-shift work, which is cancelled with less than 24 hours' notice, will be billed at night-shift rates. Night-shift work of less than 4-hour scheduled duration will be billed a minimum of 4 hours at night shift rates.

ADDITIONAL SERVICES OFFERED

In addition to our core services of geotechnical, hydrologic and environmental engineering, including construction-phase testing and observation, ENGEO provides clients with services for establishment and management of Geologic Hazard Abatement Districts (GHAD) and for Entitlement and Permitting Support (EPS). For more information about these services and associated pricing, please contact ENGEO at (925) 866-9000.

OTHER FEES

- Equipment and materials will be charged in addition to the above hourly rates.
- Outside Consultants, Subcontracted Services and Equipment Rental ..... Cost plus 25%
- Expert Witness, Deposition, Mediation, Arbitration, or Court Appearance (Minimum Charge) .....$2,800.00 half day, $4,800.00 full day

TERMS

Invoices will be submitted at completion of work or at approximately four week intervals and are due and payable upon receipt. Statements will be issued at monthly intervals. Charges not paid within 30 days of invoice date will accrue a late charge at a rate of 1.5 percent per month. In the event it becomes necessary to commence suit to collect amount due, Client agrees to pay attorney's fees and costs, as the court may deem reasonable until amount is paid. Fees will be applicable for one year from the effective date above; thereafter, fees will be adjusted annually. Our fees will be billed using an invoice format produced by a standardized accounting software package. A more customized itemization of charges and backup data will be provided upon Client's requests, but at additional fees. Final reports may be withheld until outstanding invoices are paid in full.

Many risks potentially affect ENGEO by virtue of entering into this agreement to perform services on behalf of Client. A principal risk is the potential for human error by ENGEO. For Client to obtain the benefit of a fee that includes a nominal allowance for dealing with our liability, Client agree to limit ENGEO's liability to Client and all other parties for claims arising out of our performance of the services described in the agreement. The aggregate liability will not exceed $50,000 (or ENGEO's fee, whichever is greater, but not more than $1,000,000) for professional acts, errors, or omissions, including attorney's fees and costs that may be awarded to the prevailing party and client agrees to indemnify and hold harmless ENGEO from and against all liabilities in excess of the monetary limit established above.

EQUIPMENT AND MATERIALS CHARGES

DESCRIPTION	COST PER UNIT ($)	UNIT
Air Content Meter	7.00	hour
Bailers (Disposable)	10.00	each
Coatings Thickness Kit (eg. Fireproofing, Protective Paint)	30.00	hour
Concrete Crack Monitor	20.00	each
Coring Machine	30.00	hour
Double-Ring Infiltrometer	50.00	hour
Electronic Water Level Indicator	5.00	hour
Engineering Analysis Software	53.00	hour
Equipment Transport(er)	100.00	hour
Exploration Equipment (Electric Auger)	50.00	hour
Floor Flatness/Floor Level Equipment	40.00	hour
Generator	15.00	hour
GIS T&O Construction Tracker	50.00	week
GIS Construction Tracker	250.00	week
GIS Real-Time Construction Tracking	10.00	hour
GPS Handheld Device	10.00	hour
GPR/GPS/Drone Survey Equipment	240.00	hour
Hand Auger and Soil Sampler	15.00	hour
Hydraulic Pull-Test Equipment	25.00	hour
Interface Probe	2.00	hour
Magnetic Particle Test Equipment	25.00	hour
Moisture Content Test Equipment	6.00	hour
Multi-Parameter Water Meter	15.00	hour
pH Meter/Turbidity Meter	10.00	hour
Photo Ionization Detector	20.00	hour
Reinforcing Bar Locator	100.00	hour
Sampling Tubes	10.00	each
Sand Cone Equipment and Material	5.00	hour
Schmidt Hammer	20.00	hour
Seisometer	50.00	hour
Skidmore Wilhelm Bolt Tension Calib.	40.00	hour
Slope Inclinometer/Settlement Indicator/VW Readout	50.00	hour
Torque Wrench	15.00	hour
Transfer Pump	3.00	hour
Ultrasonic Equipment	50.00	hour
Vapor Emission Test Kit	40.00	kit
Vector Conversion	60.00	conversion
Vehicle, nuclear gauge, equipment, wireless communication. *Add $5.00/hr. for RTK enabled autotesting equipment.	37.00*	hour
Vehicle, equipment, wireless communication	27.00	hour
Vibration Monitor	1800.00	month
Water Sampling Pumps	20.00	hour
Bridge Toll	actual	actual
Mileage	.98	mile
Parking	actual	actual
AutoCAD, Civil 3D, GIS, Drone Data Processing	37.00	hour
BoreDM Bore Log	55.00	per log
Photocopies Black & White	0.25	each
Photocopies Color 11 x 17	1.50	each
Photocopies Color 8½ x 11	1.00	each
Plot - Black & White	3.00	square foot
Plot - Color	4.00	square foot
Postage	actual	actual
Scan - Black & White	1.50	each
Scan - Color	3.75	each
Telephone	0.50	minute

INDEPENDENT CONSULTANT AGREEMENT FOR
GEOTECHNICAL AND GEOLOGIC HAZARD EVALUATION SERVICES
(Agreement #26013)

This Independent Consultant Agreement for Geotechnical and Geological Hazard Evaluation Services ("Agreement") is made and entered into as of the **_24th** day of **_April, 2026_** by and between the South San Francisco Unified School District, ("District") and **_ENGEO Incorporated** ("Consultant"), (together, "Parties").

WHEREAS, Public Contract Code section 20111, subdivision (d), provides that professional services, requiring specialized knowledge, training, or skill, are not subject to public bidding requirements; and

WHEREAS, Government Code section 4526, authorizes District to contract with and employ any person(s) for the furnishing of engineering services on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required; and

WHEREAS, District duly determined that it needs some or all of the services (collectively, "Services") to be provided pursuant to this Agreement; and

WHEREAS, Consultant is specially trained, experienced, and competent to perform the Services required by District, as needed on the basis set forth in this Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. Consultant shall provide Geotechnical and Geological Hazard Evaluation services as further described in **Exhibit A**, attached hereto and incorporated herein by this reference ("Services").

2. **Term.** Consultant shall commence providing services under this Agreement on April 24, 2026 and will diligently perform as required and complete performance by June 30, 2027 ("Term"), unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. Consultant shall not commence the Services under this Agreement until Consultant has submitted and District has approved the documents, certificate(s) and affidavit(s), and endorsement(s) of insurance required as indicated below:

X	Signed Agreement
X	Workers' Compensation Certification
X	Prevailing Wage Certification
X	Fingerprinting/Criminal Background Investigation Certification
X	Insurance Certificates and Endorsements
X	W-9 Form
	Other: _____

4. **Compensation**. The breakdown of the contract value is:
   Task 1 Site Investigation - $ 25,700.00
   Task 2 Geotechnical Report - $ 10,000.00
   Task 3 Geological Hazards Evaluation - $ 6,000.00
   Task 4 Hazmat Waste Characterization for Soil - $ 2,250.00

Task 5 Design Phase Support – $ 13,200.00
Owner Controlled Allowance of $ 10,000.00 for unforeseen conditions.
Total $ 67,150.00

District agrees to pay Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Sixty Seven Thousand One Hundred Fifty Dollars ($67,150.00)** District shall pay Consultant according to the following terms and conditions:

4.1. Payment for the Services shall be made for all undisputed amounts based upon the delivery of the work product as determined by District. Payment shall be made within thirty (30) days after Consultant submits an invoice to District for Services actually completed and after District's written approval of the Services, or the portion of the Services for which payment is to be made. The schedule of deliverable Services is as follows:

4.2. The Services shall be performed at the hourly billing rates and/or unit prices included in **Exhibit B**. If hourly billing applies, the itemized invoice shall reflect the hours spent by Consultant in performing its Services pursuant to this Agreement.

4.3. [RESERVE]

5. **Materials**. Consultant shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

6. **Expenses**. District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District, except as follows:

7. **Independent Contractor**. Consultant represents and warrants that Consultant is an independent contractor or business entity that is: (i) free from the control and direction of District in connection with the performance of the Services, (ii) performing Services that are outside the usual course of District's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, District being interested only in the results obtained. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

8. **Certificates/Permits/Licenses/Registrations**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses, and registrations as are required by law in connection with the furnishing of Services pursuant to this Agreement.

9. **Performance of Services.**

9.1. **Standard of Care**. Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

9.2. **Due Diligence.** Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

9.3. **Safety and Security**. Consultant is responsible for maintaining safety in the performance of this Agreement. Consultant shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.

9.4. **Meetings.** Consultant and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Consultant's performance of Services, and as otherwise agreed upon by the Parties.

9.5. **District Approval.** The Services completed herein must meet the approval of District and shall be subject to District's general right of inspection and supervision to secure the satisfactory completion thereof.

9.6. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. District may evaluate Consultant in any way District is entitled pursuant to applicable law. District's evaluation may include, without limitation:

9.6.1. Requesting that District employee(s) evaluate Consultant and Consultant's employees and subcontractors and each of their performance.

9.6.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

9.7. [RESERVE]

10. **Originality of Services**. Except as to standard generic details, Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source, except that submitted to Consultant by District as a basis for such services.

11. **Ownership of Data.** Pursuant to Education Code section 17316, this Agreement creates a non-exclusive and perpetual license for District to use, at its discretion, all plans including, but not limited to, record drawings, specifications, estimates and other documents that Consultant prepared or caused to be prepared pursuant to this Agreement. Consultant retains all rights to all copyrights over designs and other

intellectual property embodied in the plans, record drawings, specifications, estimates, and other documents that Consultant prepares or causes to be prepared pursuant to this Agreement.

In the event District changes or uses any fully or partially completed documents without Consultant's knowledge or participation or both, District agrees to release Consultant of responsibility for such changes, and shall hold Consultant harmless from and against any and all claims on account of any damages or losses to property or persons, or economic losses, arising out of that change or use, unless Consultant is found to be liable in a forum of competent jurisdiction. In the event that District uses any fully or partially completed documents without Consultant's full involvement, District shall remove all title blocks and other information that might identify Consultant.

12. **Audit**. Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

13. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Consultant agrees it will neither rescind the Agreement nor stop the performance of the Services but will allow determination by the court of the State of California, in the county in which District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, Consultant shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to Consultant's right to bring a civil action against District. For purposes of those provisions, the running of the time within which a claim must be presented to District shall be tolled from the time Consultant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

14. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

15. **Termination**.

15.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement for its own convenience and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by Consultant or no later than three (3) days after the day of mailing, whichever is sooner.

15.2. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

15.2.1. material violation of this Agreement by Consultant; or

15.2.2. any act by Consultant exposing District to liability to others for personal injury or property damage; or

15.2.3. Consultant is adjudged as bankrupt, Consultant makes a general assignment for the benefit of creditors, or a receiver is appointed on account of Consultant's insolvency.

Written notice by District shall contain the reasons for such intention to terminate. Unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of termination for cause, District may secure the required services from another Consultant. If expenses, fees, and/or costs to District exceed the cost of providing the service pursuant to this Agreement, Consultant shall immediately pay the excess expenses, fees, and/or costs to District upon the receipt of District's notice of these expenses, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

15.3. Upon termination, Consultant shall provide the District with all documents produced, maintained or collected by Consultant pursuant to this Agreement, whether or not such documents are final or draft documents.

16. **Indemnification**.

16.1. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant ("Claim"). Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including attorneys' fees and costs, from any and all Claim(s) and allegations relating thereto. District shall have the right to accept or reject any legal representation that Consultant proposes to defend the Indemnified Parties. Whereas the cost to defend the Indemnified Parties charged to Consultant shall not exceed the proportionate percentage of Consultant's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by District. Notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to

bankruptcy or dissolution of the business, the design professional shall meet and confer with other parties regarding unpaid defense costs.

16.2. Consultant shall pay and satisfy any judgment, award, or decree that may be rendered against the Indemnified Parties in any Claim, subject to section 16.1 above. Consultant's obligation pursuant to this Article includes reimbursing District for the cost of any settlement paid by the Indemnified Parties and for any and all fees and costs, including but not limited to legal fees and costs, expert witness fees, and consultant fees, incurred by the Indemnified Parties in the defense of any Claim(s) and to enforce the indemnity herein, subject to section 16.1 above. Consultant's obligation to indemnify shall not be restricted to insurance proceeds.

16.3. District may withhold any and all costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant from amounts owing to Consultant.

17. **Insurance**.

17.1. **Coverage.** Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	Minimum Requirement
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 2,000,000
General Aggregate	$ 4,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Professional Liability	$ 2,000,000
Workers Compensation	Statutory Limits
Employer's Liability, per accident for bodily injury or disease	$ 1,000,000

17.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Consultant, District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by District.

17.1.2. **Workers' Compensation and Employer's Liability Insurance**. Workers' Compensation Insurance and Employer's Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Consultant shall be required to secure workers' compensation coverage for its employees. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of District for all work performed by Consultant, its employees, agents and subcontractors. If any class of employee or employees engaged in performing any portion of the Services under this

Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

17.1.3. **Professional Liability (Errors and Omissions).** Professional Liability Insurance as appropriate to Consultant's profession, coverage to continue through completion of construction plus Five (5) years thereafter.

17.2. **Proof of Carriage of Insurance.** Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to District and approved by District. Certificates and insurance policies shall include the following:

17.2.1. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

17.2.2. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

17.2.3. An endorsement stating that District and its Board of Education, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance.

17.2.4. An endorsement stating that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District.

17.2.5. An endorsement stating that there shall be a waiver of any subrogation.

17.2.6. Consultant's insurance limit shall apply separately to each insured against whom a claim is made or suit is brought.

17.2.7. All policies except the Professional Liability, Workers' Compensation Insurance, and Employer's Liability Insurance Policies shall be written on an occurrence form.

17.2.8. Insurance written on a "claims made" basis shall be retroactive to a date that coincides with or precedes Consultant's commencement of Work, including subsequent policies purchased as renewals or replacements.

17.3. **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 District.

17.4. If Consultant normally carries insurance in an amount greater than the minimum amounts required herein, that greater amount shall become the minimum required amount of insurance for purposes of the Agreement. Therefore, Consultant hereby

acknowledges and agrees that all insurance carried by it shall be deemed liability coverage for all actions it performs in connection with the Agreement.

18. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

19. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Consultant observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify District, in writing, and, at the sole option of District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Consultant's receipt of a written termination notice from District. If Consultant performs any Services that is in violation of any laws, ordinances, rules or regulations, without first notifying District of the violation, Consultant shall bear all costs arising therefrom.

    19.1. **[Reserved]**

20. **Anti-Discrimination**. It is the policy of District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, reproductive health decision making, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or veteran or military status and therefore Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, Consultant agrees to require like compliance by all of its subcontractor(s).

21. **Fingerprinting of Employees**. The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Consultant's performing of any portion of the Services. Consultant expressly acknowledges that the following conditions shall apply to any work performed by Consultant and/or Consultant's employees on a school site:

    21.1. All site visits shall be arranged through District;

    21.2. Consultant and Consultant's employees shall inform District of their proposed activities and location at the school site, allowing District time to arrange site visits without a disruption to the educational process;

    21.3. Consultant and/or Consultant's employees shall check in with the school office each day immediately upon arriving at the school site;

    21.4. Once at such location, Consultant and Consultant's employees shall not change

locations without contacting District;

21.5. Consultant and Consultant's employees shall not use student restroom facilities; and

21.6. If Consultant and Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

22. **[RESERVE]**

23. **Confidentiality.** Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

24. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or electronic mail, addressed as follows:

District:	**Consultant:**
South San Francisco Unified School District ATTN: Lori Shelton, Director of Bond Program 398 B Street South San Francisco, CA 94080 EMAIL: lshelton@ssfusd.org	ENGEO Incorporated 2633 Camino Ramon, Suite 250 San Ramon, CA 94583 ATTN: Uri Eliahu, President EMAIL: ueliahu@engeo.com

Any notice personally given or sent by electronic mail shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

25. **Assignment.** The obligations of Consultant pursuant to this Agreement shall not be assigned by Consultant. Any such assignment shall be null and void.

26. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

27. **Amendments, Changes and Modifications.** This Agreement may not be amended, changed, modified, altered or terminated without the written agreement of both Parties hereto.

28. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

29. **Governing Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which District's administrative offices are located.

30. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

31. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

32. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

33. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

34. **Tolling of District's Claims.** Consultant agrees to toll all statutes of limitations for District's assertion of claims against Consultant that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Consultant's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

35. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

36. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

37. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

38. **Execution of Other Documents**. The parties to the Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.

39. **Counterparts.** This Agreement may be executed in one or more counterparts, and all counterparts together shall be construed as one document. A facsimile or electronic signature shall be deemed to be the equivalent of the actual original signature. All counterparts so executed shall constitute one Agreement binding all the Parties hereto.

40. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 2026	Dated: April 8, 2026
South San Francisco Unified School District	ENGEO Incorporated
Signed By: _____	Signed By: Uri Eliahu
Print Name: Ted O	Print Name: Uri Eliahu
Print Title: Assistant Superintendent – Business Services	Print Title: President

Information regarding Consultant:

License No.: GE 2166

Address: 2633 Camino Ramon, Suite 250
San Ramon, CA 94583

Telephone: 925-866-9000

Facsimile: n/a

E-Mail: ueliahu@engeo.com

Type of Business Entity:
____ Individual
____ Sole Proprietorship
____ Partnership
____ Limited Partnership
_x_ Corporation, State: California
____ Limited Liability Company
____ Other: _____

94-1748418: Employer Identification and/or Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, District requires Consultant to furnish the information requested in this section.

EXHIBIT A
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

Consultant's entire Proposal is **not** made part of this Agreement.

Project: Spruce ES Modernization
Project Address: 501 Spruce Avenue, South San Francisco, California 94080

Attachments in the RFP for Consultants use:

1. Attachment A – School Year Calendar
2. Attachment B – Spruce ES Modernization Preliminary Project Schedule
3. Attachment C – Form of Agreement
4. Attachment D – Available Documents
5. Addendum #1

A. Base Scope

1. The new Building K,
2. Voluntary Seismic Upgrade for Building C,
3. Potential retaining wall, expanded vehicle access for student drop off zone, roadway section, parallel to Spruce Avenue,
4. Potential retaining wall, expanded vehicle access for Fire Vehicle Access, roadway section,

Requested Services

Scope of Services shall be inclusive of, but not limited to the specific tasks referenced below:

1. **Base Scope**

Task 1 - Site Investigation

- A. Review existing geotechnical and geologic data, if available.
- B. Coordinate with the District's architect and project team to confirm areas of proposed construction and sitework.
- C. Obtain exploration / encroachment permits as needed and notify USA for utility clearance.
- D. Perform a field investigation including soil borings and sampling to assess subsurface conditions and ground water elevation.
- E. Conduct laboratory testing to analyze soil classification, expansion, strength, and other properties relevant to design. Proposers should identify whether they recommend corrosion testing based on site conditions and include a separate line item in their fee proposal if applicable.
- F. The Proposer shall recommend an appropriate number and location of soil borings and/or test pits based on the proposed improvements and known site conditions. The boring program should be sufficient to support the design of new foundations, assess seismic hazards (including liquefaction potential if applicable), and comply with DSA and CGS requirements. The district will review and approve the proposed boring plan prior to mobilization.

- G. Proposers should include a recommended number, depth, and diameter of borings and describe any assumptions regarding boring locations and site access. If applicable, include traffic control, utility clearance, and backfill/restoration in the proposal. Provided an appropriate unit cost for additional site boring with defined depth.
- H. Provide options for the drill spoils generated such as spreading on-site or drumming and hazardous material off haul, if required.
- I. Insist on stormwater infiltration testing, as needed.

On-site activities, including soil boring and infiltration testing, must be scheduled during non-school hours (i.e., after 5:00 PM on weekdays or on weekends, staff development days or other non-school days) to avoid disruption to school operations. Proposers should confirm availability and include any associated cost implications in their proposal.

Task 2 - Geotechnical Report

- Provide a draft and final geotechnical report that includes:
  - Site and subsurface conditions
  - Seismic design parameters in accordance with 2022 CBC
  - Soil bearing capacity.
  - Foundation design recommendations (including shallow and deep options, such as pier foundations)
  - Site grading and subgrade preparation
  - Lateral earth pressures for retaining wall design, as needed.
  - Temporary shoring design recommendations, as needed.
  - Slope stability, as needed.
  - Slab-on-grade design (interior and exterior)
  - Pavement sections (AC and PCC)
  - Subsurface drainage and moisture protection
  - Ground improvement strategies, if needed

Task 3 - Geological Hazards Evaluation

- A Certified Engineering Geologist shall perform a geological hazards evaluation in accordance with DSA and CGS (CGS Note 48) requirements. The evaluation and resulting documentation shall include, but not be limited to:
  - Review of site historical aerial photographs
  - Summary of aerial photographic study and site visit (Geologic Reconnaissance
  - Summary of regional geology and seismicity
  - Summary of project site geology
  - Preparation of a site geologic map and representative geologic cross sections, as required.
  - Evaluation of geologic hazards including, but not limited to:
    - Fault rupture
    - Historical ground failures
    - Landslide hazards
    - Strong ground shaking
    - Liquefaction potential (including ground deformation/rupture evaluation) and seismic (dry sand) settlement potential.
    - Lateral spreading potential
    - Flooding and reservoir inundation potential
    - Seismically induced waves – tsunami and seiche, as appropriate
    - Volcanic eruption (although low here in the BA)

- Potential for naturally occurring asbestos (NOA)

Task 4 - Hazmat Waste Characterization for Soil

- Conduct in situ soil testing for the purpose of hazardous waste characterization in support of offsite soil disposal. Ideally these samples would be taken during soil boring activities. Soil samples to be analyzed for hazardous waste classification in accordance with California Code of Regulations (CCR) Title 22.
  - Analysis of the following parameters shall be carried out:
    - CAM 17 Metals – EPA Methods 6020B/7471
    - Volatile Organic Compounds (VOCs) with Gasoline Range Organics (GRO) – EPA Method 8260B
    - Semi-Volatile Organic Compounds (SVOCs), Low Level – EPA Method 8270C
    - Polycyclic Aromatic Hydrocarbons (PAHs/PARs) – EPA Method 8310 (HPLC)
    - Polychlorinated Biphenyls (PCBs) – EPA Method 8082
    - Organochlorine Pesticides – EPA Method 8081 (Low Level)
  - Hazardous materials off-hauling fees. Assumptions on soil type and related trucking costs if any.

Task 5 - Design Phase Support – Document Review

- Available to provide interpretations of geotechnical recommendations as requested by Architect, Structural Engineer, or other design consultants, as well as responses to DSA Plan Check comments.
- Provide clarifications and responses to CGS review comments.
- Review DSA Plan Check submittal grading, foundation, landscape, and utility plans and specifications to confirm conformance with the geotechnical recommendations and provide a plan review letter.

2. **Additional Services**

Task 6 - Construction Administration and Observation (Geotechnical Engineer of Record (GER or GEOR) role

- Provide an estimate of fees for construction-phase geotechnical observation, reviews of contractor submittals for compliance with design intent, design support, and testing services, including field density testing and foundation observations. Please refer to the attached preliminary project schedule Attachment B.
- The additional service should be presented as separate, itemized tasks within the fee proposal.

3. **Additional Recommendations**

- If the Proposer believes that any additional services or scope of work beyond those described in this RFP are necessary to adequately support the design, permitting, or construction phases of the project, such recommendations should be clearly described and included in the proposal. Proposers shall include a justification for any such additions and identify the associated costs in the fee proposal.

A marked-up PDF of the Topo site plan has been prepared by the District and is included in the attachments. It outlines the areas of new construction and site improvements. Proposers should refer to this document when developing their scope and fee.

END OF EXHIBIT A

EXHIBIT B
HOURLY BILLING RATES

Consultant's entire proposal is **not** incorporated.

Attached both straight time and overtime rates here.

END OF EXHIBIT B

PREFERRED CLIENT FEE SCHEDULE
PROFESSIONAL SERVICES
Effective February 2026

President	$500.00 per hour
Principal	$440.00 per hour
Associate	$360.00 per hour
Subject Matter Expert	$475.00 per hour
Senior	$305.00 per hour
Project	$270.00 per hour
Staff	$245.00 per hour
Assistant	$190.00 per hour
Construction Services Manager II	$245.00 per hour*
Construction Services Manager I	$235.00 per hour*
Senior Field Representative II	$205.00 per hour*/**
Senior Field Representative I	$185.00 per hour*/**
Field Representative	$170.00 per hour*/**
Senior Laboratory Technician	$205.00 per hour
Laboratory Technician	$185.00 per hour
Senior GIS Developer	$220.00 per hour
GIS Developer	$210.00 per hour
Senior GIS Analyst	$215.00 per hour
GIS Analyst	$200.00 per hour
Senior CAD Specialist	$200.00 per hour
CAD Specialist	$190.00 per hour
Network Administrator	$270.00 per hour
Project Assistant	$160.00 per hour

* Two-hour minimum portal to portal and cancellations within 24 hours.
* OVERTIME RATES: Rates will be increased by a factor of 1.5 for all hours worked in excess of eight (8) Monday through Friday, and the first eight (8) hours worked on Saturday. Rates will be increased by a factor of 2.0 for all hours worked in excess of twelve (12) Monday through Friday, all hours worked in excess of eight (8) on Saturday, and all hours worked on Sundays and holidays.
** For Prevailing Wage projects, the hourly rate will be increased by $23.
** Rates will be increased by factor of 1.25 for night-shift hours (hours commencing after 4:00 p.m. or before 4:00 a.m.); rates will be increased by a factor of 1.875 (an additional factor of 1.5) for all night-shift hours in excess of eight (8); rates will be increased by a factor 2.5 for all night-shift hours worked in excess of twelve (12).
Scheduled night-shift work, which is cancelled with less than 24 hours' notice, will be billed at night-shift rates. Night-shift work of less than 4-hour scheduled duration will be billed a minimum of 4 hours at night shift rates.

ADDITIONAL SERVICES OFFERED

In addition to our core services of geotechnical, hydrologic and environmental engineering, including construction-phase testing and observation, ENGEO provides clients with services for establishment and management of Geologic Hazard Abatement Districts (GHAD) and for Entitlement and Permitting Support (EPS). For more information about these services and associated pricing, please contact ENGEO at (925) 866-9000.

OTHER FEES

- Equipment and materials will be charged in addition to the above hourly rates.
- Outside Consultants, Subcontracted Services and Equipment Rental ..... Cost plus 25%
- Expert Witness, Deposition, Mediation, Arbitration, or Court Appearance (Minimum Charge) ..... $2,800.00 half day, $4,800.00 full day

TERMS

Invoices will be submitted at completion of work or at approximately four week intervals and are due and payable upon receipt. Statements will be issued at monthly intervals. Charges not paid within 30 days of invoice date will accrue a late charge at a rate of 1.5 percent per month. In the event it becomes necessary to commence suit to collect amount due, Client agrees to pay attorney's fees and costs, as the court may deem reasonable until amount is paid. Fees will be applicable for one year from the effective date above; thereafter, fees will be adjusted annually. Our fees will be billed using an invoice format produced by a standardized accounting software package. A more customized itemization of charges and backup data will be provided upon Client's requests, but at additional fees. Final reports may be withheld until outstanding invoices are paid in full.

Many risks potentially affect ENGEO by virtue of entering into this agreement to perform services on behalf of Client. A principal risk is the potential for human error by ENGEO. For Client to obtain the benefit of a fee that includes a nominal allowance for dealing with our liability, Client agree to limit ENGEO's liability to Client and all other parties for claims arising out of our performance of the services described in the agreement. The aggregate liability will not exceed $50,000 (or ENGEO's fee, whichever is greater, but not more than $1,000,000) for professional acts, errors, or omissions, including attorney's fees and costs that may be awarded to the prevailing party and client agrees to indemnify and hold harmless ENGEO from and against all liabilities in excess of the monetary limit established above.

EQUIPMENT AND MATERIALS CHARGES

DESCRIPTION	COST PER UNIT ($)	UNIT
Air Content Meter	7.00	hour
Bailers (Disposable)	10.00	each
Coatings Thickness Kit (eg. Fireproofing, Protective Paint)	30.00	hour
Concrete Crack Monitor	20.00	each
Coring Machine	30.00	hour
Double-Ring Infiltrometer	50.00	hour
Electronic Water Level Indicator	5.00	hour
Engineering Analysis Software	53.00	hour
Equipment Transport(er)	100.00	hour
Exploration Equipment (Electric Auger)	50.00	hour
Floor Flatness/Floor Level Equipment	40.00	hour
Generator	15.00	hour
GIS T&O Construction Tracker	50.00	week
GIS Construction Tracker	250.00	week
GIS Real-Time Construction Tracking	10.00	hour
GPS Handheld Device	10.00	hour
GPR/GPS/Drone Survey Equipment	240.00	hour
Hand Auger and Soil Sampler	15.00	hour
Hydraulic Pull-Test Equipment	25.00	hour
Interface Probe	2.00	hour
Magnetic Particle Test Equipment	25.00	hour
Moisture Content Test Equipment	6.00	hour
Multi-Parameter Water Meter	15.00	hour
pH Meter/Turbidity Meter	10.00	hour
Photo Ionization Detector	20.00	hour
Reinforcing Bar Locator	100.00	hour
Sampling Tubes	10.00	each
Sand Cone Equipment and Material	5.00	hour
Schmidt Hammer	20.00	hour
Seismometer	50.00	hour
Skidmore Wilhelm Bolt Tension Calib.	40.00	hour
Slope Inclinometer/Settlement Indicator/VW Readout	50.00	hour
Torque Wrench	15.00	hour
Transfer Pump	3.00	hour
Ultrasonic Equipment	50.00	hour
Vapor Emission Test Kit	40.00	kit
Vector Conversion	60.00	conversion
Vehicle, nuclear gauge, equipment, wireless communication. *Add $5.00/hr. for RTK enabled autotesting equipment.	37.00*	hour
Vehicle, equipment, wireless communication	27.00	hour
Vibration Monitor	1800.00	month
Water Sampling Pumps	20.00	hour
Bridge Toll	actual	actual
Mileage	.98	mile
Parking	actual	actual
AutoCAD, Civil 3D, GIS, Drone Data Processing	37.00	hour
BoreDM Bore Log	55.00	per log
Photocopies Black & White	0.25	each
Photocopies Color 11 x 17	1.50	each
Photocopies Color 8½ x 11	1.00	each
Plot - Black & White	3.00	square foot
Plot - Color	4.00	square foot
Postage	actual	actual
Scan - Black & White	1.50	each
Scan - Color	3.75	each
Telephone	0.50	minute

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 provides, in relevant part:

> Every employer except the State shall secure the payment of compensation in one or more of the following ways:
>
> - By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
>
> - By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: April 8, 2026

Name of Consultant: ENGEO Incorporated

Signature: 

Print Name and Title: Uri Eliahu, President

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with District prior to performing any Services under this Agreement.)

FINGERPRINTING CERTIFICATION/CRIMINAL BACKGROUND INVESTIGATION

The undersigned does hereby certify to District that I am a representative of Consultant entering into this Agreement with District; that I am familiar with the facts herein certified; and that I am authorized and qualified to execute this certificate on behalf of Consultant.

Consultant certifies that it has taken at least one of the following actions (check all that apply):

☒ The Work of the Agreement is either (i) at an unoccupied school site and no employee and/or subcontractor or supplier of any tier of the Agreement shall come in contact with District pupils or (ii) if Consultant's employees or any subcontractor or supplier of any tier of the Contract interacts with pupils, such interaction shall only take place under the immediate supervision and control of the pupil's parent or guardian or a school employee, so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Consultant under the Agreement.

☐ Consultant, who is not a sole proprietor, has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Consultant's employees and all of its subcontractors' employees who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined (A) that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1 and/or (B) that the prohibition does not apply to an employee as provided by Education Code section 45125.1(e)(2) or (3). When Consultant performs the criminal background check, it shall immediately provide any subsequent arrest and conviction information it receives to District pursuant to the subsequent arrest service. No work shall commence until the Department of Justice ascertains that Consultant's employees and any subcontractors' employees have not been convicted of a felony as defined in Education Code section 45122.1.

A complete and accurate list of Consultant's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto as ATTACHMENT "A."

☐ Consultant is a sole proprietor and intends to comply with the fingerprinting requirements of Education Code section 45125.1(h) with respect to all Consultant's employees who may have contact with District pupils in the course of providing services pursuant to the Agreement, and hereby agrees to District's preparation and submission of fingerprints such that the California Department of Justice may determine (A) that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1 and/or (B) that the prohibition does not apply to an employee as provided by Education Code section 45125.1(e)(2) or (3). No work shall commence until the Department of Justice ascertains that Consultant has not been convicted of a felony as defined in Education Code section 45122.1.

Consultant's responsibility for background clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of Consultant.

Date: April 8, 2026

Name of Consultant: ENGEO Incorporated

Signature: 

Print Name: Uri Eliahu

Title: President

FINGERPRINTING CERTIFICATION/CRIMINAL BACKGROUND INVESTIGATION

ATTACHMENT "A"

List of Employees/Subcontractors

Name/Company: n/a

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

If further space is required for the list of employees/subcontractors, attach additional copies of this page.

Date: _____

Name of Consultant: _____

Signature: _____

Print Name: _____

Title: _____

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Lori Shelton, Director of Bond Program

DATE: April 23, 2026

RE: Approval of Agreement with Murgreen Environmental Company for CCTV Utility Survey Services for the El Camino High School Modernization Project

---

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District is acquiring the services of Murgreen Environmental Company for CCTV Pipeline Inspection, Survey and Hydro Flushing Services for the El Camino High School Modernization Project. The underground sanitary sewer and storm drainage systems require evaluation to determine their current conditions, potential capacity issues, and the presence of any defect or obstructions that may affect future campus improvements.

On February 22, 2026, the Bond Management Team solicited RFPs from four firms for CCTV Pipeline Inspection, Survey and Hydro Flushing Services. One proposal was received from Murgreen Environmental Company. After a thorough review, staff determined that Murgreen Environmental Company offers a competitive fee structure while meeting all the project requirements.

FISCAL IMPLICATIONS:

The cost of the services is $44,000.00, paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreement with Murgreen Environmental Company for CCTV pipeline inspection, survey and hydro flushing services for the El Camino High School Modernization Project in the amount of $44,000.00.

T

MURGREEN ENVIRONMENTAL

CCTV & Cleaning / Sectional Trenchless Pipe Repairs/Pipe Burst/Open Trench

License# 1063009

March 6th, 2026

Calvin Wong
Bond Project Manager
South San Francisco Unified School District
South San Francisco, CA

Project Name: **El Camino High School**

Subject: **CCTV Pipeline Inspection & Hydro Flushing/Jetting Services for El Camino ES Modernization**

Dear Calvin:

Murgreen Environmental Company has extensive experience in providing sanitary sewer system management services to clients within the state. Delivering sewer cleaning, smoke testing, manhole inspection, lateral inspection, condition assessment, sewer & storm pipe repairs, GIS mapping, responding to emergency sewer backup conditions and overflows, and developing and delivering routine cleaning and inspection services to improve collection system performance and carefully identifying areas for capital improvements are all core to the services we deliver around the state of California.

Murgreen has develop a workplan and approach to the requirement of the sewer mainlines located at El Camino High School site (1320 Mission Rd, South San Francisco, CA . The CCTV/hydrojet equipment will have access to set equipment over accessible points to provide entry for camera equipment or hydrojet nozzles into the sewer mains identified in this scope via plans. This work will include pre-cleaning of SS mainlines highlighted in the plans and inspecting them to PACP standard.

Item# Scope of work	Description	Unit Cost	Total Estimated Unit	Total Amount
1	Clean all diameter accessible sewer lateral and mainlines pipes **(2 passes)**	$1.50 per LF	3000’	$4,500.00
2	CCTV all diameter accessible sewer lateral and mainlines pipes	$3.50	3000’	$10,500.00
3	Clean all diameter accessible storm lateral and mainlines pipes **(2 passes)**	$2.50	4,000	$10,000.00
4	CCTV all diameter accessible storm lateral and mainlines pipes	$3.50	4,000	$14,000.00
5	Mobilization/Demobilization	$2500	2	$5,000.00
			Total Cost	**$44,000.00**

Exclusions:

- *Murgreen is not responsible for pre-existing condition of pipe.*
- *Murgreen will clean all lines 2 times as identified in the table above*

Assumptions:

- Standard traffic control will be provided by Murgreen.
- Copies of inspection reports and videos will be provided.
- Confined Space Entry.
- Map

Thank you for the opportunity in submitting this cost proposal. If you have any Questions regarding this quote proposal, please feel free to call me at 510-332-2314

-Accepted by:_____ Print Name/Date: _____

Sincerely,

Felix Oviawe

Felix Oviawe
President
Murgreen Environmental Company

INDEPENDENT CONSULTANT AGREEMENT FOR
CCTV UTILITY SURVEY SERVICES
AGREEMENT #26021

This Independent Consultant Agreement for CCTV Utility Survey Services ("Agreement") is made and entered into as of the **24th** day of **April 2026** by and between the South San Francisco Unified School District, ("District") and **Murgreen Environmental Company** ("Consultant"), (together, "Parties").

WHEREAS, Public Contract Code section 20111, subdivision (d), provides that professional services, requiring specialized knowledge, training, or skill, are not subject to public bidding requirements; and

WHEREAS, Government Code section 4526, authorizes District to contract with and employ any person(s) for the furnishing of engineering services on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required; and

WHEREAS, District duly determined that it needs some or all the services (collectively, "Services") to be provided pursuant to this Agreement; and

WHEREAS, Consultant is specially trained, experienced, and competent to perform the Services required by District, as needed on the basis set forth in this Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. Consultant shall provide specialty services (including CCTV Pipeline Inspections, Hydro Flushing/Jetting), and related services, as further described in **Exhibit A**, attached hereto, and incorporated herein by this reference ("Services").

2. **Term**. Consultant shall commence providing services under this Agreement on **April 24, 2026,** and will diligently perform as required and complete performance by **June 30, 2027** ("Term"), unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. Consultant shall not commence the Services under this Agreement until Consultant has submitted and District has approved the documents, certificate(s) and affidavit(s), and endorsement(s) of insurance required as indicated below:

   X Signed Agreement
   X Workers' Compensation Certification
   X Prevailing Wage Certification
   X Fingerprinting/Criminal Background Investigation Certification
   X Insurance Certificates and Endorsements
   X W-9 Form
   _____ Other: _____

4. **Compensation**. District agrees to pay Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Forty-Four Thousand Dollars ($44,000.00).** District shall pay Consultant according to the following terms and conditions:

4.1. Payment for the Services shall be made for all undisputed amounts based upon the delivery of the work product as determined by District. Payment shall be made within thirty (30) days after Consultant submits an invoice to District for Services completed and after District's written approval of the Services, or the portion of the Services for which payment is to be made. The schedule of deliverable Services is as follows:

Task 1 – CCTV Pipeline Inspections

Task 2 - Hydro Flushing/Jetting

4.2. The Services shall be performed at the hourly billing rates and/or unit prices included in **Exhibit B. The** itemized invoice shall reflect the hours spent by Consultant in performing its Services pursuant to this Agreement.

4.3. [RESERVE]

5. **Materials**. Consultant shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement.

6. **Expenses**. District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District.

7. **Independent Contractor**. Consultant represents and warrants that Consultant is an independent contractor or business entity that is: (i) free from the control and direction of District in connection with the performance of the Services, (ii) performing Services that are outside the usual course of District's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, District being interested only in the results obtained. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

8. **Certificates/Permits/Licenses/Registrations**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses, and registrations as are required by law in connection with the furnishing of Services pursuant to this Agreement.

9. **Performance of Services.**

9.1. **Standard of Care**. Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and

currently accepted principles and practices of its profession for services to California school districts.

9.2. **Due Diligence.** Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

9.3. **Safety and Security**. Consultant is responsible for maintaining safety in the performance of this Agreement. Consultant shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.

9.4. **Meetings.** Consultant and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Consultant's performance of Services, and as otherwise agreed upon by the Parties.

9.5. **District Approval.** The Services completed herein must meet the approval of District and shall be subject to District's general right of inspection and supervision to secure the satisfactory completion thereof.

9.6. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. District may evaluate Consultant in any way District is entitled pursuant to applicable law. District's evaluation may include, without limitation:

9.6.1. Requesting that District employee(s) evaluate Consultant and Consultant's employees and subcontractors and each of their performance.

9.6.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

9.7. [RESERVE]

10. **Originality of Services**. Except as to standard generic details, Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source, except that submitted to Consultant by District as a basis for such services.

11. **Ownership of Data.** Pursuant to Education Code section 17316, this Agreement creates a non-exclusive and perpetual license for District to use, at its discretion, all plans including, but not limited to, record drawings, specifications, estimates and other documents that Consultant prepared or caused to be prepared pursuant to this Agreement. Consultant retains all rights to all copyrights over designs and other intellectual property embodied in the plans, record drawings, specifications, estimates, and other documents that Consultant prepares or causes to be prepared pursuant to this Agreement.

In the event District changes or uses any fully or partially completed documents without Consultant's knowledge or participation or both, District agrees to release Consultant of

responsibility for such changes, and shall hold Consultant harmless from and against any and all claims on account of any damages or losses to property or persons, or economic losses, arising out of that change or use, unless Consultant is found to be liable in a forum of competent jurisdiction. In the event that District uses any fully or partially completed documents without Consultant's full involvement, District shall remove all title blocks and other information that might identify Consultant.

12. **Audit**. Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

13. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Consultant agrees it will neither rescind the Agreement nor stop the performance of the Services but will allow determination by the court of the State of California, in the county in which District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, Consultant shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to Consultant's right to bring a civil action against District. For purposes of those provisions, the running of the time within which a claim must be presented to District shall be tolled from the time Consultant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

14. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

15. **Termination**.

    15.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement for its own convenience and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by Consultant or no later than three (3) days after the day of mailing, whichever is sooner.

15.2. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

15.2.1. material violation of this Agreement by Consultant; or

15.2.2. any act by Consultant exposing District to liability to others for personal injury or property damage; or

15.2.3. Consultant is adjudged as bankrupt, Consultant makes a general assignment for the benefit of creditors, or a receiver is appointed on account of Consultant's insolvency.

Written notice by District shall contain the reasons for such intention to terminate. Unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of termination for cause, District may secure the required services from another Consultant. If expenses, fees, and/or costs to District exceed the cost of providing the service pursuant to this Agreement, Consultant shall immediately pay the excess expenses, fees, and/or costs to District upon the receipt of District's notice of these expenses, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

15.3. Upon termination, Consultant shall provide the District with all documents produced, maintained or collected by Consultant pursuant to this Agreement, whether or not such documents are final or draft documents.

16. **Indemnification**.

16.1. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant ("Claim"). Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including attorneys' fees and costs, from any and all Claim(s) and allegations relating thereto. District shall have the right to accept or reject any legal representation that Consultant proposes to defend the Indemnified Parties. Whereas the cost to defend the Indemnified Parties charged to Consultant shall not exceed the proportionate percentage of Consultant's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by District. Notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, the design professional shall meet and confer with other parties regarding unpaid defense costs.

16.2. Consultant shall pay and satisfy any judgment, award, or decree that may be rendered against the Indemnified Parties in any Claim, subject to section 16.1 above. Consultant's obligation pursuant to this Article includes reimbursing District for the cost of any settlement paid by the Indemnified Parties and for any and all fees and costs, including but not limited to legal fees and costs, expert witness fees, and consultant fees, incurred by the Indemnified Parties in the defense of any

Claim(s) and to enforce the indemnity herein, subject to section 16.1 above. Consultant's obligation to indemnify shall not be restricted to insurance proceeds.

16.3. District may withhold any and all costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant from amounts owing to Consultant.

17. **Insurance**.

17.1. **Coverage**. Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	Minimum Requirement
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 2,000,000
General Aggregate	$ 4,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Professional Liability	$ 2,000,000
Workers Compensation	Statutory Limits
Employer's Liability, per accident for bodily injury or disease	$ 1,000,000

17.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Consultant, District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by District.)

17.1.2. **Workers' Compensation and Employer's Liability Insurance**. Workers' Compensation Insurance and Employer's Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Consultant shall be required to secure workers' compensation coverage for its employees. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of District for all work performed by Consultant, its employees, agents and subcontractors. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

17.1.3. **Professional Liability (Errors and Omissions)**. Professional Liability Insurance as appropriate to Consultant's profession, coverage to continue through completion of construction plus three (3) years thereafter.

17.2. **Proof of Carriage of Insurance**. Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to District and approved by District. Certificates and insurance policies shall include the following:

17.2.1. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

17.2.2. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

17.2.3. An endorsement stating that District and its Board of Education, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance.

17.2.4. An endorsement stating that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District.

17.2.5. An endorsement stating that there shall be a waiver of any subrogation.

17.2.6. Consultant's insurance limit shall apply separately to each insured against whom a claim is made or suit is brought.

17.2.7. All policies except the Professional Liability, Workers' Compensation Insurance, and Employer's Liability Insurance Policies shall be written on an occurrence form.

17.2.8. Insurance written on a "claims made" basis shall be retroactive to a date that coincides with or precedes Consultant's commencement of Work, including subsequent policies purchased as renewals or replacements.

17.3. **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 District.

17.4. If Consultant normally carries insurance in an amount greater than the minimum amounts required herein, that greater amount shall become the minimum required amount of insurance for purposes of the Agreement. Therefore, Consultant hereby acknowledges and agrees that all insurance carried by it shall be deemed liability coverage for all actions it performs in connection with the Agreement.

18. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

19. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Consultant observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify District, in writing, and, at the sole option of District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Consultant's receipt of a written termination notice from District. If Consultant performs any Services that is in violation of any laws, ordinances, rules or regulations, without first notifying District of the violation, Consultant shall bear all costs arising therefrom.

    19.1. **[Reserved]**

20. **Anti-Discrimination**. It is the policy of District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, reproductive health decision making, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or veteran or military status and therefore Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, Consultant agrees to require like compliance by all of its subcontractor(s).

21. **Fingerprinting of Employees**. The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Consultant's performing of any portion of the Services. Consultant expressly acknowledges that the following conditions shall apply to any work performed by Consultant and/or Consultant's employees on a school site:

    21.1. All site visits shall be arranged through District;

    21.2. Consultant and Consultant's employees shall inform District of their proposed activities and location at the school site, allowing District time to arrange site visits without a disruption to the educational process;

    21.3. Consultant and/or Consultant's employees shall check in with the school office each day immediately upon arriving at the school site;

    21.4. Once at such location, Consultant and Consultant's employees shall not change locations without contacting District;

    21.5. Consultant and Consultant's employees shall not use student restroom facilities; and

    21.6. If Consultant and Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

22. [RESERVE]

23. **Confidentiality**. Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

24. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or electronic mail, addressed as follows:

District:	**Consultant**:
South San Francisco Unified School District ATTN: Lori Shelton, Director of Bond Program 398 B Street South San Francisco, CA 94080 EMAIL: lshelton@ssfusd.org	Murgreen Environmental Company ATTN: Felix Oviawe 2421 Azalea Ave Tracy CA 95376 Email: felix@murgreen.com

Any notice personally given or sent by electronic mail shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

25. **Assignment**. The obligations of Consultant pursuant to this Agreement shall not be assigned by Consultant. Any such assignment shall be null and void.

26. **Integration/Entire Agreement of Parties**. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

27. **Amendments, Changes and Modifications.** This Agreement may not be amended, changed, modified, altered or terminated without the written agreement of both Parties hereto.

28. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

29. **Governing Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which District's administrative offices are located.

30. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

31. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

32. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

33. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

34. **Tolling of District's Claims.** Consultant agrees to toll all statutes of limitations for District's assertion of claims against Consultant that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Consultant's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

35. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

36. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

37. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

38. **Execution of Other Documents**. The parties to the Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.

39. **Counterparts.** This Agreement may be executed in one or more counterparts, and all counterparts together shall be construed as one document. A facsimile or electronic signature shall be deemed to be the equivalent of the actual original signature. All counterparts so executed shall constitute one Agreement binding all the Parties hereto.

40. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 2026	Dated: 04/01/26, 2026
South San Francisco Unified School District	Murgreen Environmental Company
Signed By: _____	Signed By: Felix Oviawe
Print Name: Ted O	Print Name: Uyiosa Felix Oviawe
Print Title: Assistant Superintendent – Business Services	Print Title: President

Information regarding Consultant:

License No.: 1063009

Address: 2421 Azalea Ave, Tracy, CA 95376

Telephone: 5103322314

Facsimile: _____

E-Mail: felix@murgreen.com

Type of Business Entity:
_____ Individual
_____ Sole Proprietorship
_____ Partnership
_____ Limited Partnership
_____ Corporation, State: _____
__X__ Limited Liability Company
_____ Other: _____

82-1705159:
Employer Identification and/or Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, District requires Consultant to furnish the information requested in this section.

EXHIBIT A
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

El Camino High School a public high school located at 1320 Mission Road, South San Francisco, California.

Scope of Work

Consultant to perform Hydro Flushing/Jetting and CCTV pipeline inspection to verify pipe size, material, location and existing conditions of the required sewer and storm systems with attached scope of work in the designated work area. Consultant to provide detailed video documentation and a written report documenting findings.

Limits of scope of work are described on the attached document.

Schedule

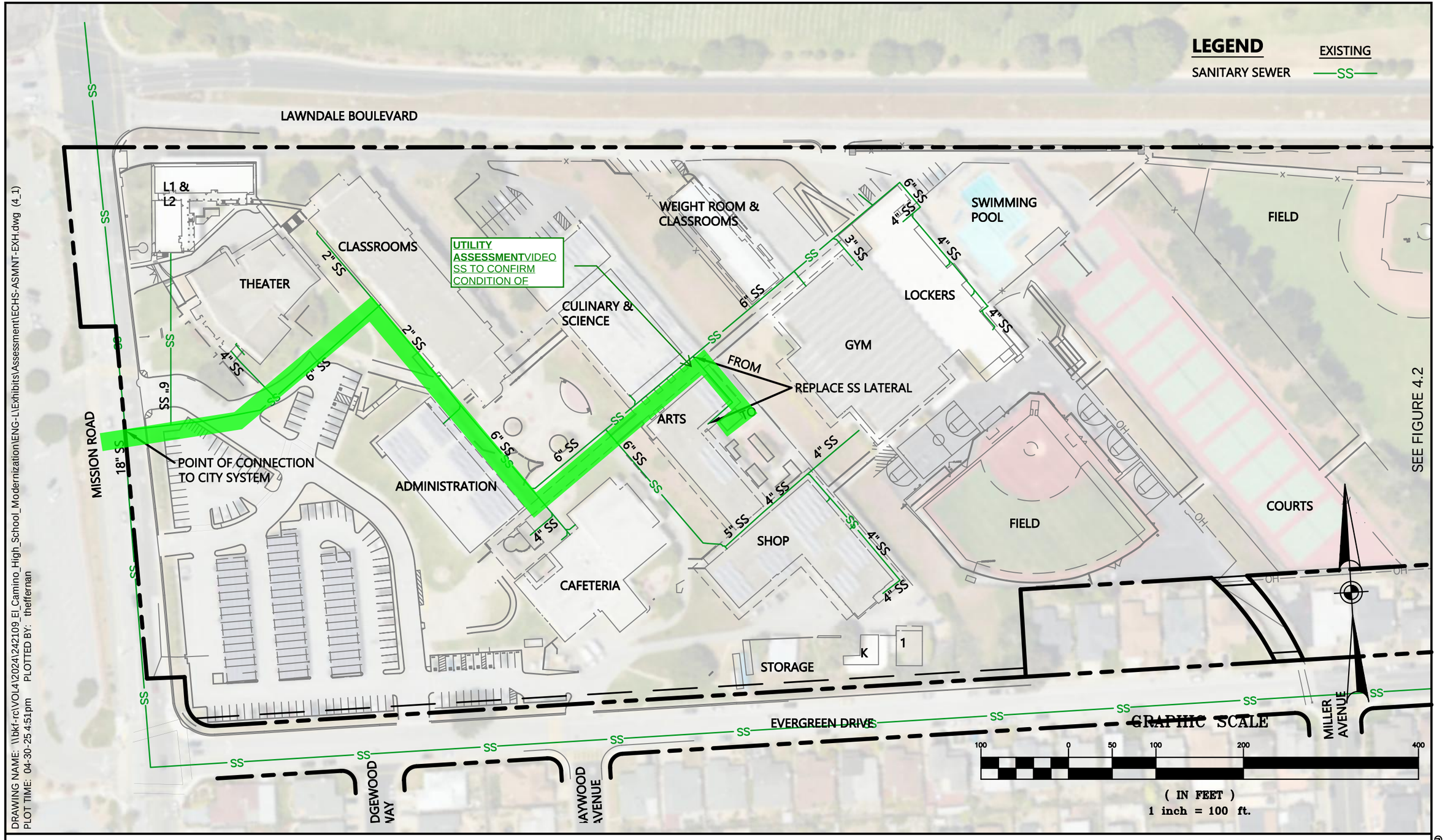
The anticipated period of performance is April 24, 2026 with all work complete by June 30, 2027.

Scope of Services
Task 1 – CCTV Pipeline Inspections
The selected Proposer shall:
- Review existing District documentation (see list below under section: Attachments).
- Perform CCTV inspection of all existing sanitary sewer and storm drain pipelines. As indicated in the Attachments. Provide comprehensive video records and written condition assessment reports, documenting:
  - Pipe material, diameter, and alignment.
  - Blockages, sediment buildup, and root intrusion.
    - If blocked, proposer to inform District immediately as to blockage and where, in writing, via email indicating location of blockage
  - Cracks, fractures, joint separations, or structural deficiencies.
  - Service laterals and connections.
- Deliver a site map/plan, keyed to all inspection data and reports.

Task 2 - Hydro Flushing/Jetting
The selected Proposer shall:
- Conduct hydro flushing/jetting of pipelines prior to CCTV inspection to ensure clear and accurate visual assessment.
- Remove debris, sediment, and obstructions as required.
- Dispose of all waste material in full compliance with applicable local, state, and federal environmental regulations.

Project Requirements
- All work must be coordinated with the District through the Bond Management Team, BMT, and performed outside of student hours or during school breaks to minimize disruption to school operations.
- Site access shall be coordinated in advance through the Bond Management Team.
- Any lines or scoping blockages need to be immediately shared with District via email along with a site map indicating location.
- The anticipated period of performance is March 30, 2026, with all work completed by June 30, 2026.

Per the attached Drawing



DRAWING NAME: \\bkf-rc\VOL4\2024\242109_El_Camino_High_School_Modernization\ENG-LI\Exhibits\Assessment\ECHS-ASMNT-EXH.dwg (4_1)
PLOT TIME: 04-30-25 4:51pm PLOTTED BY: theffernan

BKF
255 SHORELINE DR.,
SUITE 200
REDWOOD CITY, CA 94065
(650) 482-6300
www.bkf.com

SUBJECT ECHS ASSESSMENT
SANITARY SEWER SYSTEM
JOB NO. 20242109
BY _____ APPR. _____
DATE 04/30/2025 _____ OF _____ FIG 4.1

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EXHIBIT A-2

LEGEND

EXISTING

SANITARY SEWER — SS —

LAWNDALE BOULEVARD

FIELD

FIELD

COURTS

SEE FIGURE 4.1

CRESTWOOD DRIVE

DELLBROOKE AVE

EVERGREEN DRIVE

MILLER AVENUE

CRESTWOOD DRIVE

GRAPHIC SCALE

100 0 50 100 200 400

(IN FEET)

1 inch = 100 ft.

DRAWING NAME: \\bkf-fc\VOL4\20242\242109_El_Camino_High_School_Modernization\ENG-1\Exhibits\Assessment\ECHS-ASMNT-EXH.dwg (4_2)

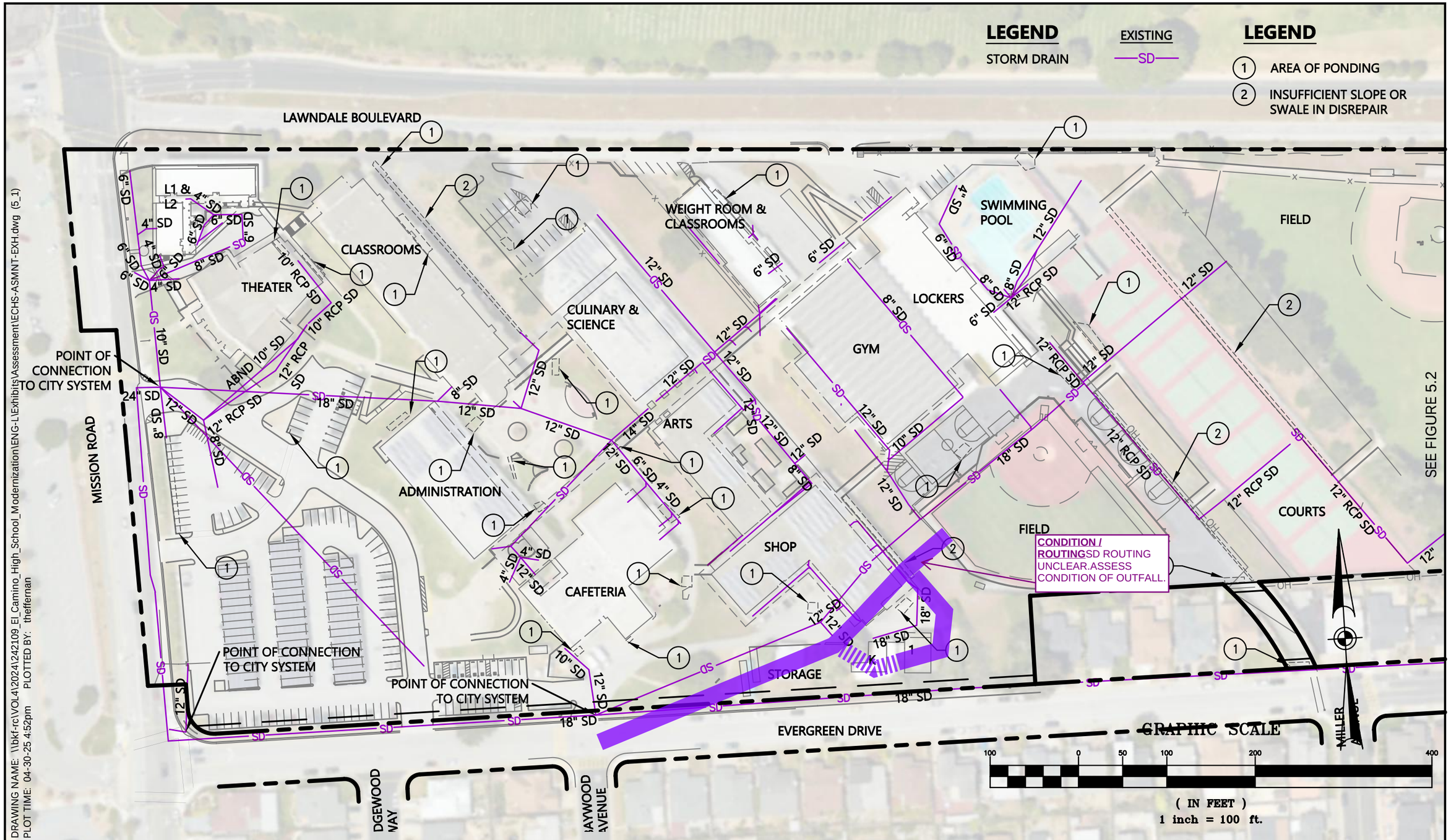
PLOT TIME: 04-30-25 4:51pm PLOTTED BY: theffernan

BKF
255 SHORELINE DR.,
SUITE 200
REDWOOD CITY, CA 94065
(650) 482-6300
www.bkf.com

SUBJECT ECHS ASSESSMENT
SANITARY SEWER SYSTEM
JOB NO. 20242109
BY _____ APPR. _____
DATE 04/30/2025 ____ OF ____ FIG 4.2

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EXHIBIT A-3



DRAWING NAME: \\bkf-rc\VOL4\2024\242109_El_Camino_High_School_Modernization\ENG-LI\Exhibits\Assessment\ECHS-ASMNT-EXH.dwg (5_1)
PLOT TIME: 04-30-25 4:52pm PLOTTED BY: theffernan

BKF
255 SHORELINE DR.,
SUITE 200
REDWOOD CITY, CA 94065
(650) 482-6300
www.bkf.com

SUBJECT ECHS ASSESSMENT
STORM DRAIN SYSTEM
JOB NO. 20242109
BY _____ APPR. _____
DATE 04/30/2025 _____ OF _____ FIG 5.1

© BKF Engineers

LEGEND

STORM DRAIN — EXISTING — SD

LEGEND

1. AREA OF PONDING
2. INSUFFICIENT SLOPE OR SWALE IN DISREPAIR

LAWNDALE BOULEVARD

FIELD

12" SD

SEE FIGURE 5.1

COURTS

12" RCP SD

FIELD

12" RCP SD

15" RCP SD

15" RCP SD

CRESTWOOD DRIVE

DELLBROOKE AVE

EVERGREEN DRIVE

MILLER AVENUE

CRESTWOOD DRIVE

GRAPHIC SCALE

100 0 50 100 200 400

(IN FEET)

1 inch = 100 ft.

DRAWING NAME: \\bkf-rc\VOL4\20242\242109_El_Camino_High_School_Modernization_ECHS-ETE\Exhibits\Assessment\ECHS-ASMNT-EXH.dwg (5.2)
PLOT TIME: 04-30-25 4:55pm PLOTTED BY: theffernan

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255 SHORELINE DR.,
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REDWOOD CITY, CA 94065
(650) 482-6300
www.bkf.com

SUBJECT ECHS ASSESSMENT
STORM DRAIN SYSTEM
JOB NO. 20242109
BY _____ APPR. _____
DATE 04/30/2025 _____ OF _____ FIG 5.2

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EXHIBIT B
HOURLY BILLING RATES

Please supply regular time as well as overtime rates.

Murgreen– Scope of Services Fees				
Contractor's Labor Rates (Hourly)				
	Position Description	Regular Time	Overtime	Emergency Callout
1	Laborer	$120 per hour	$180 per hour	$190 per hour
2	Truck Driver	$70 per hour	$105 per hour	$115 per hour
3	Journeyman	$95 per hour	$143 per hour	$153 per hour
4	Master	$130 per hour	$195 per hour	$195 per hour
5	Superintendent/Foreman	$140 per hour	$210 per hour	$210 per hour
6	Project Manager	$140 per hour	$210 per hour	$210 per hour
7	Administrative	$60 per hour	$90 per hour	$100 per hour

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 provides, in relevant part:

> Every employer except the State shall secure the payment of compensation in one or more of the following ways:
>
> - By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
>
> - By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: 04/01/26

Name of Consultant: Murgreen Environmental Company

Signature: Felix Oviawe

Print Name and Title: Uyiosa Felix Oviawe & President

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with District prior to performing any Services under this Agreement.)

FINGERPRINTING CERTIFICATION/CRIMINAL BACKGROUND INVESTIGATION

The undersigned does hereby certify to District that I am a representative of Consultant entering into this Agreement with District; that I am familiar with the facts herein certified; and that I am authorized and qualified to execute this certificate on behalf of Consultant.

Consultant certifies that it has taken at least one of the following actions (check all that apply):

☒ The Work of the Agreement is either (i) at an unoccupied school site and no employee and/or subcontractor or supplier of any tier of the Agreement shall come in contact with District pupils or (ii) if Consultant's employees or any subcontractor or supplier of any tier of the Contract interacts with pupils, such interaction shall only take place under the immediate supervision and control of the pupil's parent or guardian or a school employee, so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Consultant under the Agreement.

☐ Consultant, who is not a sole proprietor, has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Consultant's employees and all of its subcontractors' employees who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined (A) that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1 and/or (B) that the prohibition does not apply to an employee as provided by Education Code section 45125.1(e)(2) or (3). When Consultant performs the criminal background check, it shall immediately provide any subsequent arrest and conviction information it receives to District pursuant to the subsequent arrest service. No work shall commence until the Department of Justice ascertains that Consultant's employees and any subcontractors' employees have not been convicted of a felony as defined in Education Code section 45122.1.

A complete and accurate list of Consultant's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto as ATTACHMENT "A."

☐ Consultant is a sole proprietor and intends to comply with the fingerprinting requirements of Education Code section 45125.1(h) with respect to all Consultant's employees who may have contact with District pupils in the course of providing services pursuant to the Agreement, and hereby agrees to District's preparation and submission of fingerprints such that the California Department of Justice may determine (A) that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1 and/or (B) that the prohibition does not apply to an employee as provided by Education Code section 45125.1(e)(2) or (3). No work shall commence until the Department of Justice ascertains that Consultant has not been convicted of a felony as defined in Education Code section 45122.1.

Consultant's responsibility for background clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of Consultant.

Date: 04/01/26

Name of Consultant: Murgreen Environmental Company

Signature: Felix Oviawe

Print Name: Uyiosa Felix Oviawe

Title: President

FINGERPRINTING CERTIFICATION/CRIMINAL BACKGROUND INVESTIGATION

ATTACHMENT "A"

List of Employees/Subcontractors

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

Name/Company: _____

If further space is required for the list of employees/subcontractors, attach additional copies of this page.
Date:

Name of Consultant: _____

Signature: _____

Print Name: _____

Title: _____

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Lori Shelton, Director of Bond Program

DATE: April 23, 2026

RE: Approval of Agreement for Cost Estimating Services with Leland Saylor & Associates, Inc. for the El Camino HS Modernization Project

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District is acquiring the services of Leland Saylor & Associates, Inc. to provide Cost Estimating Services for the El Camino High School Modernization project under the Measure T Bond Program.

On March 26, 2026 the Board of Trustees approved a Request for Qualifications (RFQ) establishing a pool of four (4) pre-qualified firms to provide Cost Estimating services. From the pool, Leland Saylor & Associates, Inc. was selected based on their qualifications, relevant experience, and ability to meet all project requirements.

FISCAL IMPLICATIONS:

The cost of services is $35,000.00 This will be paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the independent consultant agreement with Leland Saylor & Associates, Inc. for Cost Estimating services for the El Camino HS Modernization Project in the amount of $35,000.

INDEPENDENT CONSULTANT AGREEMENT FOR
COST ESTIMATING SERVICES
AGREEMENT #26019

This Independent Consultant Agreement for **Cost Estimating Services** ("Agreement") is made and entered into as of the **24th day of April, 2026** by and between the South San Francisco Unified School District, ("District") and **Leland Saylor & Associates, Inc.** ("Consultant"), (together, "Parties").

WHEREAS, Public Contract Code section 20111, subdivision (d), provides that professional services, requiring specialized knowledge, training, or skill, are not subject to public bidding requirements; and

WHEREAS, Government Code section 4526, authorizes District to contract with and employ any person(s) for the furnishing of architecture, landscape architecture, environmental, engineering, land surveying, and construction project management services on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required; and

WHEREAS, District duly determined that it needs some or all of the services (collectively, "Services") to be provided pursuant to this Agreement; and

WHEREAS, Consultant is specially trained, experienced, and competent to perform the Services required by District, as needed on the basis set forth in this Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. Consultant shall provide Cost Estimating services as further described in **Exhibit A**, attached hereto and incorporated herein by this reference ("Services").

2. **Term**. Consultant shall commence providing services under this Agreement on **April 24, 2026**, and will diligently perform as required and complete performance by **July 24, 2026**, ("Term"), unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. Consultant shall not commence the Services under this Agreement until Consultant has submitted and District has approved the documents, certificate(s) and affidavit(s), and endorsement(s) of insurance required as indicated below:

   X Signed Agreement
   X Workers' Compensation Certification
   _____ Prevailing Wage Certification
   _____ Fingerprinting/Criminal Background Investigation Certification
   X Insurance Certificates and Endorsements
   X W-9 Form
   _____ Other: _____

4. **Compensation**. District agrees to pay Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Thiry-Five Thousand Dollars ($35,000).** District shall pay Consultant according to the following terms and conditions:

4.1. Payment for the Services shall be made for all undisputed amounts based upon the delivery of the work product as determined by District. Payment shall be made within thirty (30) days after Consultant submits an invoice to District for Services actually completed and after District's written approval of the Services, or the portion of the Services for which payment is to be made.

4.2. The Services shall be performed at the hourly billing rates and/or unit prices included in **Exhibit B**. If hourly billing applies, the itemized invoice shall reflect the hours spent by Consultant in performing its Services pursuant to this Agreement.

4.3. If Consultant works at more than one site, Consultant shall invoice for each site separately.

5. **Materials**. Consultant shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

5.1. _____.

6. **Expenses**. District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District, except as follows:

6.1. _____.

7. **Independent Contractor**. Consultant represents and warrants that Consultant is an independent contractor or business entity that is: (i) free from the control and direction of District in connection with the performance of the Services, (ii) performing Services that are outside the usual course of District's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, District being interested only in the results obtained. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

8. **Performance of Services.**

8.1. **Standard of Care**. Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

8.2. **Due Diligence.** Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

8.3. **Meetings.** Consultant and District agree to participate in meetings set forth in Exhibit A.

8.4. **District Approval.** The Services completed herein must meet the approval of District and shall be subject to District's general right of inspection and supervision to secure the satisfactory completion thereof.

9. **Audit**. Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

10. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Consultant agrees it will neither rescind the Agreement nor stop the performance of the Services, but will allow determination by the court of the State of California, in the county in which District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, Consultant shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to Consultant's right to bring a civil action against District. For purposes of those provisions, the running of the time within which a claim must be presented to District shall be tolled from the time Consultant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

11. **Termination**.

11.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement for its own convenience and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by Consultant or no later than three days after the day of mailing, whichever is sooner.

11.2. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

11.2.1. material violation of this Agreement by Consultant; or

11.2.2. any act by Consultant exposing District to liability to others for personal injury or property damage.

Written notice by District shall contain the reasons for such intention to terminate. Unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, District may secure the required services from another Consultant. If expenses, fees, and/or costs to District exceed the cost of providing the service pursuant to this Agreement, Consultant shall immediately pay the excess expenses, fees, and/or costs to District upon the receipt of District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

12. **Indemnification**.

12.1. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant ("Claim"). Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including attorneys' fees and costs, from any and all Claim(s) and allegations relating thereto. District shall have the right to accept or reject any legal representation that Consultant proposes to defend the Indemnified Parties.

12.2. Consultant shall pay and satisfy any judgment, award, or decree that may be rendered against the Indemnified Parties in any Claim, subject to section 14.1 above. Consultant's obligation pursuant to this Article includes reimbursing District for the cost of any settlement paid by the Indemnified Parties and for any and all fees and costs, including but not limited to legal fees and costs, expert witness fees, and consultant fees, incurred by the Indemnified Parties in the defense of any Claim(s) and to enforce the indemnity herein, subject to section 14.1 above. Consultant's obligation to indemnify shall not be restricted to insurance proceeds.

12.3. District may withhold any and all costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant from amounts owing to Consultant.

13. **Insurance**.

13.1. **Coverage**. Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	**Minimum Requirement**
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 2,000,000
General Aggregate	$ 4,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Professional Liability	$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	$ 1,000,000

13.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Consultant, District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by District.)

13.1.2. **Workers' Compensation and Employer's Liability Insurance**. Workers' Compensation Insurance and Employer's Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Consultant shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

13.1.3. **Professional Liability (Errors and Omissions)**. Professional Liability Insurance as appropriate to Consultant's profession, coverage to continue through completion of construction plus three (3) years thereafter.

13.2. **Proof of Carriage of Insurance**. Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to District and approved by District. Certificates and insurance policies shall include the following:

13.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

13.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

13.2.3. An endorsement stating that District and its Board of Trustees, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

13.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employer's Liability Insurance Policies shall be written on an occurrence form.

13.3. **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 District.

13.4. If Consultant normally carries insurance in an amount greater than the minimum amounts required herein, that greater amount shall become the minimum required amount of insurance for purposes of the Agreement. Therefore, Consultant hereby acknowledges and agrees that all insurance carried by it shall be deemed liability coverage for all actions it performs in connection with the Agreement.

14. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Consultant observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify District, in writing, and, at the sole option of District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Consultant's receipt of a written termination notice from District. If Consultant performs any Services that is in violation of any laws, ordinances, rules or regulations, without first notifying District of the violation, Consultant shall bear all costs arising therefrom.

14.1. [Reserved]

15. **Certificates/Permits/Licenses/Registrations**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses, and registrations as are required by law in connection with the furnishing of Services pursuant to this Agreement.

16. **Anti-Discrimination**. It is the policy of District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability,

medical condition, marital status, sexual orientation, gender, or age and therefore Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, Consultant agrees to require like compliance by all of its subcontractor(s).

17. **Fingerprinting of Employees**. The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Consultant's performing of any portion of the Services. Consultant expressly acknowledges that the following conditions shall apply to any work performed by Consultant and/or Consultant's employees on a school site:

    17.1. All site visits shall be arranged through District;

    17.2. Consultant and Consultant's employees shall inform District of their proposed activities and location at the school site, allowing District time to arrange site visits without a disruption to the educational process;

    17.3. Consultant and/or Consultant's employees shall check in with the school office each day immediately upon arriving at the school site;

    17.4. Once at such location, Consultant and Consultant's employees shall not change locations without contacting District;

    17.5. Consultant and Consultant's employees shall not use student restroom facilities; and

    17.6. If Consultant and Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

18. **[Reserved]**

19. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

20. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. District may evaluate Consultant in any way District is entitled pursuant to applicable law. District's evaluation may include, without limitation:

    20.1. Requesting that District employee(s) evaluate Consultant and Consultant's employees and subcontractors and each of their performance.

    20.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

21. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

22. **Confidentiality**. Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

23. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or Electronic mail transmission, addressed as follows:

District:	**Consultant:**
South San Francisco Unified School District ATTN: **Lori Shelton** 398 B Street South San Francisco, CA 94080 **lshelton@ssfusd.org**	Leland Saylor & Associates, Inc. ATTN: Mike Parkyn 1777 Oakland Blvd., Suite 103 Walnut Creek, CA 94596 mparkyn@lelandsaylor.com

Any notice personally given or sent by Email transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

24. **Assignment**. The obligations of Consultant pursuant to this Agreement shall not be assigned by Consultant. Any such assignment shall be null and void.

25. **Integration/Entire Agreement of Parties**. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

26. **California Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which District's administrative offices are located.

27. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

28. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

29. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

30. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

31. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

32. **Tolling of District's Claims.** Consultant agrees to toll all statutes of limitations for District's assertion of claims against Consultant that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Consultant's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

33. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

34. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

35. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authority and empowered to enter into this Agreement.

36. **Counterparts.** This Agreement may be executed in one or more counterparts, and all counterparts together shall be construed as one document. A facsimile or electronic signature shall be deemed to be the equivalent of the actual original signature. All counterparts so executed shall constitute one Agreement binding all the Parties hereto.

37. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 202_	Dated: April 9th, 202_6
South San Francisco Unified School District	**Leland Saylor & Associates Inc**
Signed By: _____	Signed By: 
Print Name: _____	Print Name: Brad Saylor
Print Title: _____	Print Title: President

Information regarding Consultant:

License No.: N/A

Address: 1777 Oakland Blvd., Suite 103
Walnut Creek, CA 94596

Telephone: (415) 291-3200

Facsimile: (415) 291-3201

E-Mail: bsaylor@lelandsaylor.com

Type of Business Entity:
____ Individual
____ Sole Proprietorship
____ Partnership
____ Limited Partnership
__X__ Corporation, State: CA
____ Limited Liability Company
____ Other: _____

94-3262532:
Employer Identification and/or Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, District requires Consultant to furnish the information requested in this section.

EXHIBIT A
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

Consultant's entire Proposal is not made part of this Agreement.

Consultant's duties and services under this Agreement shall not include preparing or assisting the District with any portion of the District's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the District. The District shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this Project. Consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Consultant shall cooperate with the District to ensure that all bidders for a subsequent contract on any subsequent phase of this Project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by Consultant pursuant to this Agreement.

Consultant's Scope of Services:

The Consultant shall provide cost estimating services for the El Camino High School Modernization Project during the Schematic Design (SD) phase. Services shall include preparation of an SD-level construction cost estimate, participation in reconciliation with the design team's estimate, variance analysis, and ongoing support through the completion of the SD phase.

Tentative Schedule (target dates, subject to change):

- SD Design Documents Available (April 24)
- Estimating Kickoff Meeting (May 11)
- Reconciliation Meeting #1 (May 14/15)
- Reconciliation Meeting #2 (May 27/28)

The Consultant is required to attend the Estimating Kickoff Meeting and both Reconciliation Meetings listed above.

The Consultant shall prepare the SD estimate in accordance with the District's format, based on Construction Specifications Institute (CSI) format, with costs broken out by building.

EXHIBIT B
HOURLY BILLING RATES

Consultant's entire proposal is **not** incorporated.

Firm Principal/ QA/QC Reviewer	$281
Project Manager/Managing Cost Estimator	$250
Senior Mechanical & Plumbing Estimator	$220
Senior Electrical Estimator	$220
Senior Civil Estimator	$220
Senior Estimator	$214
Estimator II	$186
Estimator I	$150
Technical Services/Estimates Coordinator	$139

WORKERS' COMPENSATION CERTIFICATION

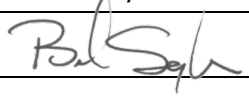
Labor Code Section 3700 provides, in relevant part:

> Every employer except the State shall secure the payment of compensation in one or more of the following ways:
>
> - By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
>
> - By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: 04/09/2026

Name of Consultant: Leland Saylor Associates

Signature: 

Print Name and Title: Brad Saylor, President

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with District prior to performing any Services under this Agreement.)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Lori Shelton, Director of Bond Program

DATE: April 23, 2026

RE: Approval of Agreement with HL Construction Management, Inc. for Cost Estimating Services for the Monte Verde ES Modernization Project

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District is acquiring the services of HL Construction Management, Inc. to provide Schematic Design Cost Estimating Services for the Monte Verde Elementary School Modernization project under the Measure T Bond Program.

On March 26, 2026 the Board of Trustees approved a Request for Qualifications (RFQ) establishing a pool of four (4) pre-qualified firms to provide Cost Estimating services. From the pool, HL Construction Management Inc. was selected based on their qualifications, relevant experience, and ability to meet all project requirements.

FISCAL IMPLICATIONS:

The cost of services is $28,700.00, paid for through the Measure T Bond Program (Fund 21).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the independent consultant agreement with HL Construction Management, Inc. for Schematic Design Cost Estimating services for the Monte Verde Elementary School Modernization Project in the amount of $28,700.00.

Calvin Wong
Bond Project Manager
South San Francisco USD
398 B Street
South San Francisco, CA 94080

Dear Calvin:

PROPOSAL

HLCM PROPOSAL #: 26228
PROPOSAL DATE: 04/09/26
PROJECT NAME: SOUTH SAN FRANCISCO USD: MONTE VERDE ES

PROJECT DESCRIPTION AND SCOPE OF WORK

Modernization for the following:

Building A	Classrooms
Building B	Classrooms/Admin
Building C	Classrooms
Building D	Multi- Use Room

Site Work
Interim Housing
Hazmat Abatement
Estimated construction budget - $8.26M

Proposal Fee	Amount
Schematic Design Cost Estimate (SSFUSD Format)	$ 17,500
Meetings / Follow-Up / VE (40hrs x $175/hr) – NTE	$ 5,600
Reconciliation with Architect's Estimator	$ 5,600
Total	**$ 28,700**

- This proposal is valid for one year based on the date of this proposal.

Exclusions:
- Site visit. If one is required, it would be considered an additional service.
- Design Development / Construction Document Cost Estimates.

If you have any questions on this proposal, please contact me at 949.584.5667 or email: RCraven@HLCMInc.com.

South San Francisco USD	HLCM
	Ryan Craven
Calvin Wong | Bond Project Manager	Ryan Craven I Principal

INDEPENDENT CONSULTANT AGREEMENT FOR
COST ESTIMATING SERVICES
AGREEMENT #26020

This Independent Consultant Agreement for **Cost Estimating Services** ("Agreement") is made and entered into as of the **24th day of April, 2026** by and between the South San Francisco Unified School District, ("District") and **HL Construction Management, Inc.** ("Consultant"), (together, "Parties").

WHEREAS, Public Contract Code section 20111, subdivision (d), provides that professional services, requiring specialized knowledge, training, or skill, are not subject to public bidding requirements; and

WHEREAS, Government Code section 53060 authorizes the District to contract with any person(s) for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters through direct negotiation; and

WHEREAS, District duly determined that it needs some or all of the services (collectively, "Services") to be provided pursuant to this Agreement; and

WHEREAS, Consultant is specially trained, experienced, and competent to perform the Services required by District, as needed on the basis set forth in this Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. Consultant shall provide Cost Estimating services as further described in **Exhibit A**, attached hereto and incorporated herein by this reference ("Services").

2. **Term**. Consultant shall commence providing services under this Agreement on **April 24, 2026**, and will diligently perform as required and complete performance by **July 24, 2026**, ("Term"), unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. Consultant shall not commence the Services under this Agreement until Consultant has submitted and District has approved the documents, certificate(s) and affidavit(s), and endorsement(s) of insurance required as indicated below:

   ___X___ Signed Agreement
   ___X___ Workers' Compensation Certification
   _____ Prevailing Wage Certification
   _____ Fingerprinting/Criminal Background Investigation Certification
   ___X___ Insurance Certificates and Endorsements
   ___X___ W-9 Form
   _____ Other: _____

4. **Compensation**. District agrees to pay Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Twenty-Eight Thousand Seven Hundred Dollars ($28,700).** District shall pay Consultant according to the following terms and conditions:

   4.1. Payment for the Services shall be made for all undisputed amounts based upon the delivery of the work product as determined by District. Payment shall be made within thirty (30) days after Consultant submits an invoice to District for Services

actually completed and after District's written approval of the Services, or the portion of the Services for which payment is to be made. The Schedule of deliverable Services is as follows:

Schematic Design Cost Estimate	$17,500
Meetings/Follow Up/ VE (40hrs x $175/hr)- NTE, billed hourly	$5,600
Reconciliation with Architect's Estimator	$5,600
Total	**$28,700**

4.2. The Services shall be performed at the hourly billing rates and/or unit prices included in **Exhibit B**. If hourly billing applies, the itemized invoice shall reflect the hours spent by Consultant in performing its Services pursuant to this Agreement.

4.3. If Consultant works at more than one site, Consultant shall invoice for each site separately.

5. **Materials**. Consultant shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

5.1. None.

6. **Expenses**. District shall not be liable to Consultant for any costs or expenses paid or incurred by Consultant in performing services for District, except as follows:

6.1. None.

7. **Independent Contractor**. Consultant represents and warrants that Consultant is an independent contractor or business entity that is: (i) free from the control and direction of District in connection with the performance of the Services, (ii) performing Services that are outside the usual course of District's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, District being interested only in the results obtained. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

8. **Performance of Services.**

8.1. **Standard of Care**. Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

8.2. **Due Diligence.** Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

8.3. **Meetings.** Consultant and District agree to participate in meetings set forth in Exhibit A.

8.4. **District Approval.** The Services completed herein must meet the approval of District and shall be subject to District's general right of inspection and supervision to secure the satisfactory completion thereof.

9. **Audit**. Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

10. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Consultant agrees it will neither rescind the Agreement nor stop the performance of the Services, but will allow determination by the court of the State of California, in the county in which District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, Consultant shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to Consultant's right to bring a civil action against District. For purposes of those provisions, the running of the time within which a claim must be presented to District shall be tolled from the time Consultant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

11. **Termination**.

11.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement for its own convenience and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant.

Notice shall be deemed given when received by Consultant or no later than three days after the day of mailing, whichever is sooner.

11.2. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

11.2.1. material violation of this Agreement by Consultant; or

11.2.2. any act by Consultant exposing District to liability to others for personal injury or property damage.

Written notice by District shall contain the reasons for such intention to terminate. Unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, District may secure the required services from another Consultant. If expenses, fees, and/or costs to District exceed the cost of providing the service pursuant to this Agreement, Consultant shall immediately pay the excess expenses, fees, and/or costs to District upon the receipt of District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

12. **Indemnification**.

12.1. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant ("Claim"). Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including attorneys' fees and costs, from any and all Claim(s) and allegations relating thereto. District shall have the right to accept or reject any legal representation that Consultant proposes to defend the Indemnified Parties.

12.2. Consultant shall pay and satisfy any judgment, award, or decree that may be rendered against the Indemnified Parties in any Claim, subject to section 14.1 above. Consultant's obligation pursuant to this Article includes reimbursing District for the cost of any settlement paid by the Indemnified Parties and for any and all fees and costs, including but not limited to legal fees and costs, expert witness fees, and consultant fees, incurred by the Indemnified Parties in the defense of any Claim(s) and to enforce the indemnity herein, subject to section 14.1 above. Consultant's obligation to indemnify shall not be restricted to insurance proceeds.

12.3. District may withhold any and all costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant from amounts owing to Consultant.

13. **Insurance**.

13.1. **Coverage**. Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	**Minimum Requirement**
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 2,000,000
General Aggregate	$ 4,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Professional Liability	$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	$ 1,000,000

13.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Consultant, District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by District.)

13.1.2. **Workers' Compensation and Employer's Liability Insurance**. Workers' Compensation Insurance and Employer's Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Consultant shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

13.1.3. **Professional Liability (Errors and Omissions)**. Professional Liability Insurance as appropriate to Consultant's profession, coverage to continue through completion of construction plus three (3) years thereafter.

13.2. **Proof of Carriage of Insurance**. Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to District and approved by District. Certificates and insurance policies shall include the following:

13.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

13.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

13.2.3. An endorsement stating that District and its Board of Trustees, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

13.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employer's Liability Insurance Policies shall be written on an occurrence form.

13.3. **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 District.

13.4. If Consultant normally carries insurance in an amount greater than the minimum amounts required herein, that greater amount shall become the minimum required amount of insurance for purposes of the Agreement. Therefore, Consultant hereby acknowledges and agrees that all insurance carried by it shall be deemed liability coverage for all actions it performs in connection with the Agreement.

14. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Consultant observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify District, in writing, and, at the sole option of District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Consultant's receipt of a written termination notice from District. If Consultant performs any Services that is in violation of any laws, ordinances, rules or regulations, without first notifying District of the violation, Consultant shall bear all costs arising therefrom.

14.1. [Reserved]

15. **Certificates/Permits/Licenses/Registrations**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses, and registrations as are required by law in connection with the furnishing of Services pursuant to this Agreement.

16. **Anti-Discrimination**. It is the policy of District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability,

medical condition, marital status, sexual orientation, gender, or age and therefore Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, Consultant agrees to require like compliance by all of its subcontractor(s).

17. **Fingerprinting of Employees**. The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Consultant's performing of any portion of the Services. Consultant expressly acknowledges that the following conditions shall apply to any work performed by Consultant and/or Consultant's employees on a school site:

    17.1. All site visits shall be arranged through District;

    17.2. Consultant and Consultant's employees shall inform District of their proposed activities and location at the school site, allowing District time to arrange site visits without a disruption to the educational process;

    17.3. Consultant and/or Consultant's employees shall check in with the school office each day immediately upon arriving at the school site;

    17.4. Once at such location, Consultant and Consultant's employees shall not change locations without contacting District;

    17.5. Consultant and Consultant's employees shall not use student restroom facilities; and

    17.6. If Consultant and Consultant's employees find themselves alone with a student, Consultant and Consultant's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

18. **[Reserved]**

19. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

20. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. District may evaluate Consultant in any way District is entitled pursuant to applicable law. District's evaluation may include, without limitation:

    20.1. Requesting that District employee(s) evaluate Consultant and Consultant's employees and subcontractors and each of their performance.

    20.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

21. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

22. **Confidentiality**. Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

23. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or Electronic mail transmission, addressed as follows:

District:	**Consultant**:
South San Francisco Unified School District ATTN: **Lori Shelton** 398 B Street South San Francisco, CA 94080 **lshelton@ssfusd.org**	HL Construction Management, Inc. ATTN: **Ryan Craven** 678 N Lemon Hill Trail Orange, CA 92869 **rcraven@hlcminc.com**

Any notice personally given or sent by Email transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

24. **Assignment**. The obligations of Consultant pursuant to this Agreement shall not be assigned by Consultant. Any such assignment shall be null and void.

25. **Integration/Entire Agreement of Parties**. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

26. **California Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which District's administrative offices are located.

27. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

28. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

29. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

30. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

31. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

32. **Tolling of District's Claims.** Consultant agrees to toll all statutes of limitations for District's assertion of claims against Consultant that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Consultant's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

33. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

34. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

35. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authority and empowered to enter into this Agreement.

36. **Counterparts.** This Agreement may be executed in one or more counterparts, and all counterparts together shall be construed as one document. A facsimile or electronic signature shall be deemed to be the equivalent of the actual original signature. All counterparts so executed shall constitute one Agreement binding all the Parties hereto.

37. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 202_	Dated: April 10, 2026
South San Francisco Unified School District	**HL Construction Management, Inc.**
Signed By: _____	Signed By: Ryan Craven
Print Name: Ted O	Print Name: Ryan Craven
Print Title: Assistant Superintendent of Business Services	Print Title: Principal

Information regarding Consultant:

License No.: n/a - Cost Estimating Services

Address: 678 N Lemon Hill Trail
Orange, CA 92869

Telephone: 949.584.5667

Facsimile: _____

E-Mail: RCraven@HLCMInc.com

88-0857009:
Employer Identification and/or Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, District requires Consultant to furnish the information requested in this section.

Type of Business Entity:
____ Individual
____ Sole Proprietorship
____ Partnership
____ Limited Partnership
__X__ Corporation, State: California
____ Limited Liability Company
____ Other: _____

EXHIBIT A
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

Consultant's entire Proposal is not made part of this Agreement.

Consultant's duties and services under this Agreement shall not include preparing or assisting the District with any portion of the District's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract with the District. The District shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this Project. Consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Consultant shall cooperate with the District to ensure that all bidders for a subsequent contract on any subsequent phase of this Project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by Consultant pursuant to this Agreement.

Consultant's Scope of Services:

The Consultant shall provide cost estimating services for the Monte Verde Elementary School Modernization Project during the Schematic Design (SD) phase. Services shall include preparation of an SD-level construction cost estimate, participation in reconciliation with the design team's estimate, variance analysis, and ongoing support through the completion of the SD phase.

Tentative Schedule (target dates, subject to change):

- SD Design Documents Available (April 24)
- Estimating Kickoff Meeting (May 11)
- Reconciliation Meeting #1 (Week of May 11)
- Reconciliation Meeting #2 (Week of May 18)

The Consultant is required to attend the Estimating Kickoff Meeting and both Reconciliation Meetings listed above.

The Consultant shall prepare the SD estimate in accordance with the District's format, based on Construction Specifications Institute (CSI) format, with costs broken out by building.

EXHIBIT B
HOURLY BILLING RATES

Consultant's entire proposal is **not** incorporated.

Position	Hourly Rate
Principal	$175.00
Estimating Lead	$175.00
QA/QC Lead	$175.00
MEP Estimator	$175.00

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 provides, in relevant part:

> Every employer except the State shall secure the payment of compensation in one or more of the following ways:
>
> - By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
>
> - By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: April 10, 2026

Name of Consultant: HL Construction Management, Inc.

Signature: Ryan Craven

Print Name and Title: Ryan Craven, Principal

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with District prior to performing any Services under this Agreement.)

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Wazi Chowdhury, Director – Facilities & Safety

DATE: April 23, 2026

RE: Agreement with Bartos Architecture for DSA Legacy Project Closeout and Certification Services at Monte Verde Elementary School, South San Francisco High School, Baden Continuation, and Ponderosa Elementary School

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District is undertaking the closeout and certification of legacy facility projects that remain open with the Division of State Architect (DSA). Certification is required to ensure that future construction and modernization projects can proceed without delay.

Bartos Architecture will serve as the Architect of Record (AOR) to facilitate the closeout and certification process. Services include reviewing historical documentation, conducting site verifications, preparing Construction Change Documents (CCDs), coordinating with DSA and Project Support Services (PSS), and completing required forms for project certification.

This effort supports the District's ongoing capital improvement program by resolving outstanding DSA project certifications and ensuring regulatory compliance.

FISCAL IMPLICATIONS:

Total amount $92,000 - Facilities Fund (Fund 40)

- Monte Verde ES $30,000
- SSFHS $16,000
- Baden Continuation $25,000
- Ponderosa ES $21,000

RECOMMENDATION:

It is recommended that the Board of Trustees approve an agreement with Bartos Architecture for DSA Legacy Project Closeout and Certification Services at Monte Verde Elementary School, South San Francisco High School, Baden Continuation, and Ponderosa Elementary in the amount of $92,000.

BARTOS ARCHITECTURE

COLLABORATION
ADVOCACY
RESEARCH
EDUCATION

300 8th Avenue
Suite 202 San Mateo
California 94401

7 April 2026

Ted O, Assistant Superintendent Business Services
South San Francisco Unified School District
398 B St
South San Francisco, CA 94080

Re: DSA Legacy Projects Certification

Dear Mr. O,

We thank Robert, Wazi and you for reaching out to us regarding DSA Legacy Project certifications. This is an important project, and it is difficult to fully define the time/effort/cost that will be required. We would be working with Robert, PSS and a project inspector at a minimum. What follows is our best understanding and estimate of the effort we believe will be necessary.

This process is to ensure that the District is able to proceed with projects at these sites in your current facilities program. DSA policy is such that if a project is to be done at an uncertified building, the project cannot proceed until certified. This will be a retroactive process, with some records more than 25 years old. It will require a transfer of the original AOR to a new AOR. If this proposal is accepted, I would act as the replacement AOR. It appears from our research that these projects date back to the late 1990s / early 2000s. According to PSS they have researched contacting the original AORs with no success.

Our proposal, is based on time and materials budgetary estimate. This gives the district flexibility in terms of how we proceed. This process can only succeed if we work hand in hand with your team. Our goal would be to complete this work as quickly as possible based on the priorities set by the district, so that projects at these sites can proceed. A schedule / listing of priorities from the program team will help us in this effort.

The following are general Categories

1. **Simple descoping CCDs** (Construction Change Document): Determine if originally designed work that was not constructed can simply be deleted/removed from the scope. Some items may not have technically been necessary for ACS/SSS/FLS approval. These would be basic CCDs (Construction Change Documents) submitted to DSA, with my stamp/signature. We will of course need any as-built documents from the original projects to create theses CCDs
2. **Field Verification-no CCD**: Coordinate inspections with a District hired inspector, to verify currently covered as-built construction to confirm that any uninspected work was actually properly constructed.
3. **Planned project supersedes uncertified work No CCD**: In order to assist the current facility program, if a new project will replace the given work – it is likely possible that DSA will not require the uncertified work to be retroactively certified. With your team and in coordination with your Bond program team, if there are upcoming projects at a given site, that would for example demolish a given project, we would work with DSA to gain an agreement that related uncertified work would not need to be certified at this time, since it will be demolished in an upcoming project. When we identify these cases, either we can work with DSA for an agreement, or the district can simply have any future AOR tell DSA during a pre-application process that certification should not be needed since the building in question will be demolished. *Please note – if a project occurred throughout a site, this process would only help in the area of work that will be demolished or changed in a bond project. BUT this process could help your program proceed without waiting for a complete certification of a given project.*
4. **New/Revised design CCD:** In some cases, it will be necessary to provide new design documents. This will be the more complicated case. This will require my Stamp and signature for submittal.
5. **Other tasks:** There will definitely be other tasks in the process that are not yet defined. It appears that PSS has done an excellent job of compiling the project information, the key paperwork and the key issues that need to be addressed. This is clearly the next step in the process that the district has begun.

Summary

This proposal is based on a Smartsheet provided By Project Support Services listing the legacy projects., and a preliminary meeting with Robert and PSS staff, and the attached scope of work description provided by PSS.

We will provide AOR (Architect of Record) support in conjunction with PSS on the following projects as needed to gain certification. As noted above, it is important to note that these projects go back many years with long history. Our approach will be to minimize the overall cost to the district. We will also work with your team to determine the best route through the process. In some cases, it may be best to do “nothing” if the district has a planned project that will involve demolishing or redoing a non-compliant component.

The following is based on PSS's summary, and simplified for this proposal:

AOR tasks for each project / DSA number

1. **Review Project Files**
   a) Review existing project files, plans, and the Close of File (COF).
2. **DSA 108 Design Professional Change Form**
   a) Submit DSA 108 forms to assume responsibility to PSS. (PSS to upload forms)
3. **Initial Site Inspections**
   a) With PI, visit sites to verify if as built conditions do not match DSA approved docs.
   b) Meet with DSA if necessary.
4. **Review of DSA 312 Program**
   a) Review draft DSA 312 as prepared by PSS
5. **Architect Review and Approval:**
   b) Review, approve, and stamp the prepared DSA 312 Program.
6. **Submission to DSA: (No tasks by AOR)**
   a) This task by PSS: Compile the DSA 108, 312 Program, 311 form, 168 form, reopening fee, and open DSA Certification Box for submission.
   b) PSS will follow up with DSA for receipt of approval (DSA 313 form).
7. **CCD Preparation (if applicable)**
   a) Upon DSA approval, prepare and submit CCDs for any items that were compliant but different than the DSA approved plan set.
8. **Final Site Inspections:**
   a) District to procure contractors to complete any necessary work on site.
   b) After construction, visit site to review DSA approved CCD with site conditions.
9. **Closeout Documentation:**
   a) Review closeout documents gathered by PSS.
   b) Sign DSA 314 form when ready.
10. **Final DSA Certification Submission (No tasks by AOR)**
   c) PSS will submit DSA 314 and supporting documents to DSA for certification review.
   d) PSS will notify the project team upon certification.

Project Deliverables per project/application number

- DSA 108 Form.
- DSA 312 Program (stamped and approved).
- CCD/Revision/Addendum (if applicable).
- Completed and certified DSA 314 Form.
- Certification of Compliance letter from DSA.

Potential Projects

	DSA	Site	Original Project Scope
Group 1			
1.1	01-100930	Monte Verde ES	Recon/Rehab all buildings except Relos
1.2	01-101306	SSF HS	Alterations to Library
1.3	01-100961	Baden Cont HS	Recon/Rehab all buildings except Relos
1.4	01-100938	Ponderosa ES	Recon/Rehab all buildings except Relos
Group 2			
2.1	01-101232	Alta Loma MS	Recon/Rehab: A, B,C,E,G, J
Group 3			
3.1		ECHS Ped Bridge	TBD
3.2	01-113867	Parkway Hts MS	TBD
3.2		Parkway Hts MS	TBD
3.3		Various ports	TBD

Refer to attached spreadsheet for detailed listing of understood status and required tasks. This information is taken from "Smartsheet" provided by PSS

General Description of scope of services

Project Certification Process

- Work with PSS and District to provide the tasks listed above
- Work with SSFUSD Staff to determine actual requirements per project:
    - Components of a project may be deleted from scope
    - Components of a project will need new CCDs and related construction.

Project documentation / design

- Develop required CCDs for submittal to DSA

Project procurement/ bidding

- Excluded unless requested at our at our hourly rates.

Project Construction Administration

- Only review of constructed conditions to verify conformance with required CCDS
- Other Construction Admin is excluded unless requested at our at our hourly rates.
- Completion of form 314 for submittal by PSS

Specific Exclusions/Clarifications (See items above also)

- Detailed on site measurements and as built documents
- SE, ME, PE, ME, CE, LSA consultants (except for allowances provided below)
- Topographic/utility surveys
- Hazardous Materials Abatement Consultants

Owner Responsibilities

- Provide priorities of projects and schedule of related bond projects
- Provide/Allow full access to PSS for project communications.
- Provide/ Allow full access to all site locations.
- Provide existing record documents.
- Agency fees
- Procurement Procedures – except as requested/
- Construction admin/management procedures – except as requested.

Proposed Hourly Rates (Bartos Architecture)

Individual	Rate
Principal/President	$225.00
Senior Associate Licensed Architect	$175.00
Associate / Senior Project Manager	$150.00
Project Manager	$135.00
Associate/Consulting Architect	$125.00
Senior Drafter	$115.00
Drafter	$100.00
Technical Staff	$75.00
College Intern	$50.00
High School Intern	$25.00

Proposed Fee Summary

This is a time and materials budgetary estimate. We will invoice monthly for these services.

Summary Per Project.

Please refer to the attached spreadsheets for additional information. This listing is based upon priorities provided by District (Calvin Wong) on 24 February 2026. Please list selected projects as appropriate on purchase order / form of agreement (contract).

	DSA	Site	Budget
Group 1			
1.1	01-100930	Monte Verde ES	$30,000
1.2	01-101306	SSF HS	$16,000
1.3	01-100961	Baden Cont HS	$25,000
1.4	01-100938	Ponderosa ES	$21,000
		Subtotal	**$92,000**
Group 2			
2.1	01-101232	Alta Loma MS	$25,000
		Subtotal	**$25,000**
Group 3			
3.1		ECHS Ped Bridge	TBD
3.2	01-113867	Parkway Heights MS	TBD
3.2		Parkway Heights	TBD
3.3		Various Site Portables	TBD
		Subtotal	**$25,000**

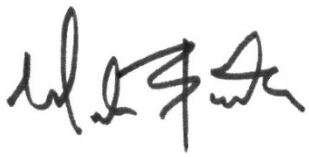
The proposal above is a budgetary estimate of Time and Materials. Due to the nature of this effort, it is impossible to guarantee a total. We will only invoice for the actual time we spend. For example, consultant time for construction administration may be less compared to the recommended budget. For our effort, we may not need as much effort as indicated for schematic layouts, construction administration may take less time than anticipated. Please also note that we do not add a mark-up cost to our consultant fees. We will only invoice for reimbursable expenses if needed (this is only budgetary). We do not invoice for travel time to and from the project or to meetings.

Miscellaneous Provisions

Architect's Place of Business	Bartos Architecture, Inc. 300 8th Ave, Suite 202 San Mateo, CA 94401
Architect's License Number	C 24138
Cancellation of agreement:	Per agreement (pending finalization)
Professional Liability Policy	$2 Million in claim and $4 Million in aggregate

Form of Agreement
Pending approval of this proposal.

Sincerely,



Mark Bartos, Architect
Bartos Architecture

SSFUSD

DSA Legacy Project Certifications

Project Fee Estimate Date 7-Apr-26

Site	DSA No.	Proposed	Running Total	Comments/Assumptions
Group 1				
Monte Verde ES	01-100930	30,000	30,000	T&M Estimate
South San Francisco HS	01-101306	16,000	46,000	T&M Estimate
Baden Continuation School	01-100961	25,000	71,000	T&M Estimate
Ponderosa ES	01-100938	21,000	**92,000**	T&M Estimate
Group 2				
Alta Loma MS	01-101232	25,000	**25,000**	T&M Estimate
Group3				
Parkway Hts MS	01-113867	3,188	**3,188**	To be re-visited

Notes

1. District may approve any combination of group 1 and 2
2. This is an estimate only for district to establish reasonable purchase order for these services

SSFUSD Site Monte Verde ES 7-Apr-26

DSA Legacy Project Certifications DSA 01-100930

Project Fee Estimate

		Principal	225		Associate	175		PM	150		Staff	75			
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
Site Plan: Striping	267	0	225	0	1	175	175	0	150	0	1	75	75	250	District to install
Site Plan: Wheelchair Anchorage	268	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: lift	270	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: framing verify	271	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: Blocking	273	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: Access Signage	273	0	225	0	1	175	175	0	150	0	1	75	75	250	District to install
Bldg A: Blocking	280	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg A: Furnace Faming	281	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg B: Blocking	287	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg B: Furnace Faming	288	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg C: Blocking	294	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg C: Furnace Faming	295	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Exterior/Geneal	300	0	225	0	16	175	2,800	16	150	2,400	1	75	75	5,275	Destructive Testing
														1,800	
Task 7.2: CCD Required															
Bldg D: Computer Station	272	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg D: Drinking Fountains	275	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg D: Mounting	276	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg D: DF Side Rails	277	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: Computer Station	279	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: Drinking Fountains	275	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: Mounting	276	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: DF Side Rails	277	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B: Computer Station	279	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B: Drinking Fountains	275	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B: Mounting	276	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B DF Side Rails	277	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: Computer Station	293	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: Drinking Fountains	296	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: Mounting	297	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: DF Side Rails	298	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
Building D Mechanical Room	303														3: New / Revised docs
														27,200	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														34,188	

Summary with Consultants

Architectural Services	34,188	
Civil	0	excluded
Electrical	0	allowance
M/P	0	allowance
Structural	2,500	allowance
Reimbursables	0	excluded
Total Estimated Service	**36,688**	
Proposed Fee	**30,000**	
Consultant Portion	2,500	

Notes

1. Only time actually spent will be invoiced. This is not a "lump sum" proposal. This is a bugetary estimate of probable costs.
2. Additional time not referenced above is billed at the billing rates indicated

SSFUSD Site South San Francisco HS 7-Apr-26

DSA Legacy Project Certifications DSA 01-101306

Project Fee Estimate

		Principal		225	Associate		175	PM		150	Staff		75		
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
A1 smoke Detectors	206	1	225	225	2	175	350	0	150	0	0	75	0	575	District to install
A1 Accessible Signage	207	0	225	0	0	175	0	1	150	150	1	75	75	225	District to install
A2 Panic Hardware	209	0	225	0	0	175	0	1	150	150	1	75	75	225	District to install
A3: Anchor Bolts	211	0	225	0	4	175	700	1	150	150	1	75	75	925	Destructive Testing
														1,025	
Task 7.2: CCD Required															
A1. Door Landing	204	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
A1 Bench and planters	205	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2: Scope not needed
A2 SAT Ceiling Support	210	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
A2 SAT Ceiling Support	211	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
														6,400	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														12,613	

Summary with Consultants

Architectural Services	12,613	
Civil	0	excluded
Electrical	0	excluded
M/P	0	excluded
Structural	2,500	allowance
Reimbursables	0	excluded
Total Estimated Service	**15,113**	
Proposed Fee	**16,000**	
Consultant Portion	2,500	excluded

Notes

1. Only time actually spent will be invoiced. This is not a "lump sum" proposal. This is a bugetary estimate of probable costs
2. Additional time not referenced above is billed at the billing rates indicatec

SSFUSD Site Baden Continuation School 7-Apr-26

DSA Legacy Project Certifications DSA 01-100961

Project Fee Estimate

		Principal		225	Associate		175	PM		150	Staff		75		
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
Bdlg B: Fire Rated Doors	422	1	225	225	8	175	1,400	8	150	1,200	1	75	75	2,900	Specify and assist
Bldg B: DF Side Rails	423	1	225	225	1	175	175	1	150	150	1	75	75	625	District Install
Bdlg C: Fire Rated Doors	425	1	225	225	8	175	1,400	8	150	1,200	1	75	75	2,900	Specify and assist
Bldg C: DF Side Rails	426	1	225	225	1	175	175	1	150	150	1	75	75	625	District Install
Bldg C: Roof Framing Verify	427	1	225	225	4	175	700	4	150	600	1	75	75	1,600	Destructive testing?
Bldg C Hearing Signage	427	0	0	0	1	175	175	0	150	0	1	75	75	250	District Install
Bdlg D: Fire Rated Doors	429	1	225	225	8	175	1,400	8	150	1,200	1	75	75	2,900	Specify and assist
Bldg D Panic Hardware	430	1	225	225	4	175	700	4	150	600	1	75	75	1,600	Specify and assist
														3,525	
Task 7.2: CCD Required															
Bldg D: Eyewash	431	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2: Scope not needed
Bldg D: Fire Exting. Location	432	0	225	0	0	175	0	4	150	600	1	75	75	675	3: New / Revised docs
														3,150	
Task 7.3: Change Orders															
10 Change Orders	439-48	10	225	2,250	10	175	1,750	80	150	12,000	10	75	750	16,750	Will require significant research/time
														16,750	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														28,613	

Summary with Consultants

Architectural Services	28,613	
Civil	0	excluded
Electrical	0	excluded
M/P	0	excluded
Structural	0	excluded
Reimbursables	0	excluded
Total Estimated Service	**28,613**	
Proposed Fee	**25,000**	
Consultant Portion	0	

Notes

1. Only time actually spent will be invoiced. This is not a "lump sum" proposal. This is a bugetary estimate of probable costs
2. Additional time not referenced above is billed at the billing rates indicatec

SSFUSD Site Ponderosa ES 7-Apr-26

DSA Legacy Project Certifications DSA 01-100938

Project Fee Estimate

		Principal		225	Associate		175	PM		150	Staff		75		
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
A2.1 Wheelchair lift	133	1	225	225	2	175	350	0	150	0	0	75	0	575	Destructive Investigation
A2.1 Furnace Enclosure	134	0	225	0	0	175	0	1	150	150	1	75	75	225	Destructive Investigation
E2.2 Emergency lighting in MPR	141	0	225	0	0	175	0	1	150	150	1	75	75	225	
														1,025	
Task 7.2: CCD Required															
A1.1 AC approach to landings	129	1	225	225	4	175	700	4	150	600	1	75	75	1,600	1: Move to next project
A2.1 Computer Counters	131	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2: Scope not needed
A2.1 Access DFs	132	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2 or 3 TBD
P2.1 Water Heater	136	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
E2.2 Light Fixture Bracing	140	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
														8,000	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														13,188	

Summary with Consultants

Architectural Services	13,188	
Civil	0	excluded
Electrical	2,500	allowance
M/P	2,500	allowance
Structural	2,500	allowance
Reimbursables	0	excluded
Total Estimated Service	**20,688**	
Proposed Fee	**21,000**	**EXCLUDED**
Consultant Portion	7,500	excluded

Notes

SSFUSD Site Alta Loma MS 7-Apr-26

DSA Legacy Project Certifications DSA 01-101232

Project Fee Estimate

		Principal	225		Associate	175		PM	150		Staff	75			
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.2: CCD Required															
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
TBD		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														5,188	

Summary with Consultants

Architectural Services	5,188	
Civil	0	excluded
Electrical	0	excluded
M/P	0	excluded
Structural	0	excluded
Reimbursables	0	excluded
Total Estimated Service	**5,188**	
Proposed Fee	**25,000**	**CCDS to be analyized**
Consultant Portion	0	

Notes

1. Only time actually spent will be invoiced. This is not a "lump sum" proposal. This is a bugetary estimate of probable costs
2. Additional time not referenced above is billed at the billing rates indicatec

SSFUSD Site Parkway Hts MS 7-Apr-26

DSA Legacy Project Certifications DSA 01-113867

Project Fee Estimate

Tasks	Ref	Principal 225 Hrs	Rate	Total	Associate 175 Hrs	Rate	Total	PM 150 Hrs	Rate	Total	Staff 75 Hrs	Rate	Total	Phase Total	Comments/Assumptions
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		0	225	0	0	175	0	0	150	0	0	75	0	0	
														2,725	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
NONE		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.2: CCD Required															
NONE		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 8: Site Review															
Review On site conditions		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														3,188	

Summary with Consultants

Architectural Services	3,188	
Civil	0	excluded
Electrical	0	excluded
M/P	0	excluded
Structural	0	excluded
Reimbursables	0	excluded
Total Estimated Service	**3,188**	
Proposed Fee	**5,000**	**EXCLUDED**
Consultant Portion	0	excluded

Notes

1. Only time actually spent will be invoiced. This is not a "lump sum" proposal. This is a bugetary estimate of probable costs.
2. Additional time not referenced above is billed at the billing rates indicated

INDEPENDENT CONSULTANT AGREEMENT FOR ARCHITECTURAL SERVICES

This Independent Consultant Agreement for ARCHITECTURAL Services ("Agreement") is made and entered into as of the 24th Day of April 2026 by and between the South San Francisco Unified School District, ("District") and Bartos Architecture ("Consultant"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. Consultant shall provide Architectural/Engineering design services for the DSA Legacy Project Closeout and Certification Services at Monte Verde Elementary School, South San Francisco High School, Baden Continuation School, and Ponderosa Elementary School , as further described in **Exhibit A**, attached hereto and incorporated herein by this reference ("Services").

2. **Term**. Consultant shall commence providing services under this Agreement on **April 24th, 2026** and will diligently perform as required and complete performance by **April 23th, 2027** ("Term"), unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. Consultant shall not commence the Services under this Agreement until Consultant has submitted and District has approved the documents, certificate(s) and affidavit(s), and endorsement(s) of insurance required as indicated below:

   X Signed Agreement
   X Insurance Certificates and Endorsements
   X W-9 Form
   _____ Other: _____

4. **Compensation**. District agrees to pay Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **Ninety-Two Thousand 0/100 Dollars ($92,000)** District shall pay Consultant according to the following terms and conditions:

5. **Independent Contractor**. Consultant represents and warrants that Consultant is an independent contractor or business entity that is: (i) free from the control and direction of District in connection with the performance of the Services, (ii) performing Services that are outside the usual course of District's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, District being interested only in the results obtained. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

6. **Performance of Services.**

   6.1. **Standard of Care**. Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

6.2. **Due Diligence.** Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

6.3. **Meetings.** Consultant and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Consultant's performance of Services.

6.4. **District Approval.** The Services completed herein must meet the approval of District and shall be subject to District's general right of inspection and supervision to secure the satisfactory completion thereof.

6.5. **New Project Approval.** Consultant and District recognize that Consultant's Services may include working on various Projects for District. Consultant shall obtain the approval of District prior to the commencement of a new Project.

7. **Originality of Services**. Except as to standard generic details, Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source, except that submitted to Consultant by District as a basis for such services.

8. **Ownership of Data.** Pursuant to Education Code section 17316, this Agreement creates a non-exclusive and perpetual license for District to use, at its discretion, all plans including, but not limited to, record drawings, specifications, estimates and other documents that Consultant prepared or caused to be prepared pursuant to this Agreement. Consultant retains all rights to all copyrights over designs and other intellectual property embodied in the plans, record drawings, specifications, estimates, and other documents that Consultant prepares or causes to be prepared pursuant to this Agreement.

   In the event District changes or uses any fully or partially completed documents without Consultant's knowledge or participation or both, District agrees to release Consultant of responsibility for such changes, and shall hold Consultant harmless from and against any and all claims on account of any damages or losses to property or persons, or economic losses, arising out of that change or use, unless Consultant is found to be liable in a forum of competent jurisdiction. In the event that District uses any fully or partially completed documents without Consultant's full involvement, District shall remove all title blocks and other information that might identify Consultant.

9. **Audit**. Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

10. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Consultant agrees it will neither rescind the Agreement nor stop the

performance of the Services, but will allow determination by the court of the State of California, in the county in which District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, Consultant shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to Consultant's right to bring a civil action against District. For purposes of those provisions, the running of the time within which a claim must be presented to District shall be tolled from the time Consultant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

11. **Termination**.

11.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement for its own convenience and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by Consultant or no later than three days after the day of mailing, whichever is sooner.

11.2. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

11.2.1. material violation of this Agreement by Consultant; or

11.2.2. any act by Consultant exposing District to liability to others for personal injury or property damage.

Written notice by District shall contain the reasons for such intention to terminate. Unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, District may secure the required services from another Consultant. If expenses, fees, and/or costs to District exceed the cost of providing the service pursuant to this Agreement, Consultant shall immediately pay the excess expenses, fees, and/or costs to District upon the receipt of District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

12. **Indemnification**.

12.1. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant ("Claim"). Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including attorneys' fees and costs, from any and all Claim(s) and allegations relating thereto. District shall have the right to accept or reject any legal representation that Consultant proposes to defend the Indemnified Parties. Whereas the cost to defend the Indemnified Parties charged to Consultant shall not exceed the proportionate percentage of

Consultant's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by District. Notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, the design professional shall meet and confer with other parties regarding unpaid defense costs.

12.2. Consultant shall pay and satisfy any judgment, award, or decree that may be rendered against the Indemnified Parties in any Claim, subject to section 14.1 above. Consultant's obligation pursuant to this Article includes reimbursing District for the cost of any settlement paid by the Indemnified Parties and for any and all fees and costs, including but not limited to legal fees and costs, expert witness fees, and consultant fees, incurred by the Indemnified Parties in the defense of any Claim(s) and to enforce the indemnity herein, subject to section 14.1 above. Consultant's obligation to indemnify shall not be restricted to insurance proceeds.

12.3. District may withhold any and all costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant from amounts owing to Consultant.

13. **Insurance**.

13.1. **Coverage**. Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	**Minimum Requirement**
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Professional Liability	$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	$ 1,000,000

13.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Consultant, District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by District.)

13.1.2. **Workers' Compensation and Employer's Liability Insurance**. Workers' Compensation Insurance and Employer's Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Consultant shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any

employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

13.1.3. **Professional Liability (Errors and Omissions)**. Professional Liability Insurance as appropriate to Consultant's profession, coverage to continue through completion of construction plus three (3) years thereafter.

13.2. **Proof of Carriage of Insurance**. Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to District and approved by District. Certificates and insurance policies shall include the following:

13.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

13.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

13.2.3. An endorsement stating that District and its Board of Trustees, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

13.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employer's Liability Insurance Policies shall be written on an occurrence form.

13.3. **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 District.

13.4. If Consultant normally carries insurance in an amount greater than the minimum amounts required herein, that greater amount shall become the minimum required amount of insurance for purposes of the Agreement. Therefore, Consultant hereby acknowledges and agrees that all insurance carried by it shall be deemed liability coverage for all actions it performs in connection with the Agreement.

14. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Consultant observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify District, in writing, and, at the sole option of District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Consultant's receipt of a written termination notice from District. If Consultant performs any Services that is in violation of any laws, ordinances, rules or regulations, without first notifying District of the violation, Consultant shall bear all costs arising therefrom.

14.1. **Labor Code Requirements**: Consultant shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 – 5, including, without

limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars ($1,000). Copies of the prevailing rate of per diem wages are on file with District.

14.1.1. **Registration**: If applicable, before a public works contract can be awarded, Consultant and its subcontractor(s) shall be registered with the Department of Industrial Relations in accordance with Labor Code section 1771.1. At least one week before commencing work, Consultant shall provide to District the name and DIR registration number for Consultant and any applicable subcontractor.

14.1.2. **Certified Payroll Records**: Consultant and its subcontractor(s) shall keep accurate certified payroll records of workers and shall electronically submit certified payroll records directly to the Department of Industrial Relations weekly or within ten (10) days of any request by District or the Department of Industrial Relations.

14.1.3. **Labor Compliance**: Consultant shall perform the Services of the Project while complying with all the applicable regulations, including section 16000, et seq., of Title 8 of the California Code of Regulations and is subject to labor compliance monitoring and enforcement by the Department of Industrial Relations.

15. **Certificates/Permits/Licenses/Registrations**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses, and registrations as are required by law in connection with the furnishing of Services pursuant to this Agreement.

16. **COVID-19 Requirements.** For all workers on District property, Consultant and Consultant's personnel shall comply with all applicable federal, state and local laws regarding COVID-19 including, without limitation, applicable terms in CDPH State Public Health Officer Orders.

17. **Anti-Discrimination**. It is the policy of District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, Consultant agrees to require like compliance by all of its subcontractor(s).

18. **Not used**

19. **Disabled Veteran Business Enterprises**. Education Code section 17076.11 requires school districts using funds allocated pursuant to the State of California School Facility Program for the construction or modernization of a school building to have a participation goal of at least three percent (3%), per year, of the overall dollar amount expended each year by the school district, for disabled veteran business enterprises ("DVBE"). In accordance therewith, Consultant must submit, upon request by District, appropriate documentation to District identifying the steps Consultant has taken to solicit DVBE participation in conjunction with this Agreement, if applicable.

20. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

21. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. District may evaluate Consultant in any way District is entitled pursuant to applicable law. District's evaluation may include, without limitation:

    21.1. Requesting that District employee(s) evaluate Consultant and Consultant's employees and subcontractors and each of their performance.

    21.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

22. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

23. **Confidentiality**. Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

24. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District:	**Consultant**:
South San Francisco Unified School District 398 B Street South San Francisco, CA 94080 Email: tedo@ssfusd.org	Bartos Architecture 300 8th Avenue Suite 202 San Mateo, California 94401 Email: mb@bartosarchitecture.com

25. **Assignment**. The obligations of Consultant pursuant to this Agreement shall not be assigned by Consultant. Any such assignment shall be null and void.

26. **Integration/Entire Agreement of Parties**. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

27. **California Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which District's administrative offices are located.

28. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

29. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

30. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

31. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

32. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

33. **Tolling of District's Claims.** Consultant agrees to toll all statutes of limitations for District's assertion of claims against Consultant that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Consultant's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

34. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

35. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

36. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authority and empowered to enter into this Agreement.

37. **Counterparts.** This Agreement may be executed in one or more counterparts, and all counterparts together shall be construed as one document. A facsimile or electronic signature shall be deemed to be the equivalent of the actual original signature. All counterparts so executed shall constitute one Agreement binding all the Parties hereto.

38. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 202_	Dated: _____, 202_
South San Francisco Unified School District	_____
Signed By: _____	Signed By: _____
Print Name: _____	Print Name: _____
Print Title: _____	Print Title: _____

Information regarding Consultant:

License No.: _____

Address: _____

_____

Telephone: _____

Facsimile: _____

E-Mail: _____

Type of Business Entity:
_____ Individual
_____ Sole Proprietorship
_____ Partnership
_____ Limited Partnership
_____ Corporation, State: _____
_____ Limited Liability Company
_____ Other: _____

_____:
Employer Identification and/or
Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, District requires Consultant to furnish the information requested in this section.

EXHIBIT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

1. **Review Project Files**
   a) Review existing project files, plans, and the Close of File (COF).
2. **DSA 108 Design Professional Change Form**
   a) Submit DSA 108 forms to assume responsibility to PSS. (PSS to upload forms)
3. **Initial Site Inspections**
   a) With PI, visit sites to verify if as built conditions do not match DSA approved docs.
   b) Meet with DSA if necessary.
4. **Review of DSA 312 Program**
   a) Review draft DSA 312 as prepared by PSS
5. **Architect Review and Approval:**
   b) Review, approve, and stamp the prepared DSA 312 Program.
6. **Submission to DSA: (No tasks by AOR)**
   a) This task by PSS: Compile the DSA 108, 312 Program, 311 form, 168 form, reopening fee, and open DSA Certification Box for submission.
   b) PSS will follow up with DSA for receipt of approval (DSA 313 form).
7. **CCD Preparation (if applicable)**
   a) Upon DSA approval, prepare and submit CCDs for any items that were compliant but different than the DSA approved plan set.
8. **Final Site Inspections:**
   a) District to procure contractors to complete any necessary work on site.
   b) After construction, visit site to review DSA approved CCD with site conditions.
9. **Closeout Documentation:**
   a) Review closeout documents gathered by PSS.
   b) Sign DSA 314 form when ready.
10. **Final DSA Certification Submission (No tasks by AOR)**
   c) PSS will submit DSA 314 and supporting documents to DSA for certification review.
   d) PSS will notify the project team upon certification.

Project Deliverables per project/application number

- DSA 108 Form.
- DSA 312 Program (stamped and approved).
- CCD/Revision/Addendum (if applicable).
- Completed and certified DSA 314 Form.
- Certification of Compliance letter from DSA.

EXHIBIT B

FEE PROPOSAL BREAKDOWN, PAYMENT SCHEDULE and TENATIVE PROJECT SCHEDULE

SSFUSD **Site** **Monte Verde ES**

DSA Legacy Project Certifications **DSA** **01-100930**

		Principal	225		Assoc ate	175		PM	150		Staff	75			
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
Site Plan: Striping	267	0	225	0	1	175	175	0	150	0	1	75	75	250	District to install
Site Plan: Wheelchair Anchorage	268	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: lift	270	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: framing verify	271	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: Blocking	273	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg D: Access Signage	273	0	225	0	1	175	175	0	150	0	1	75	75	250	District to install
Bldg A: Blocking	280	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg A: Furnace Faming	281	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg B: Blocking	287	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg B: Furnace Faming	288	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg C: Blocking	294	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Bldg C: Furnace Faming	295	0	225	0	4	175	700	0	150	0	1	75	75	775	Destructive Testing
Exterior/Geneal	300	0	225	0	16	175	2,800	16	150	2,400	1	75	75	5,275	Destructive Testing
														1,800	
Task 7.2: CCD Required															
Bldg D: Computer Station	272	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg D: Drinking Fountains	275	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg D: Mounting	276	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg D: DF Side Rails	277	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: Computer Station	279	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: Drinking Fountains	275	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: Mounting	276	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg A: DF Side Rails	277	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B: Computer Station	279	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B: Drinking Fountains	275	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B: Mounting	276	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg B DF Side Rails	277	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: Computer Station	293	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: Drinking Fountains	296	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: Mounting	297	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
Bldg C: DF Side Rails	298	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
Building D Mechanical Room	303														3: New / Revised docs
														27,200	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														34,188	

Summary with Consultants

Architectural Services	34,188	
Civil	0	excluded
Electrical	0	allowance
M/P	0	allowance
Structural	2,500	allowance
Reimbursables	0	excluded
Total Estimated Service	**36,688**	
Proposed Fee	**30,000**	

SSFUSD **Site South San Francisco HS**

DSA Legacy Project Certifications DSA 01-101306

DSA 01-101306

Project Fee Estimate

		Principal		225	Associate		175	PM		150	Staff		75		
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
A1 smoke Detectors	206	1	225	225	2	175	350	0	150	0	0	75	0	575	District to install
A1 Accessible Signage	207	0	225	0	0	175	0	1	150	150	1	75	75	225	District to install
A2 Panic Hardware	209	0	225	0	0	175	0	1	150	150	1	75	75	225	District to install
A3: Anchor Bolts	211	0	225	0	4	175	700	1	150	150	1	75	75	925	Destructive Testing
														1,025	
Task 7.2: CCD Required															
A1. Door Landing	204	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
A1 Bench and planters	205	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2: Scope not needed
A2 SAT Ceiling Support	210	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
A2 SAT Ceiling Support	211	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
														6,400	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														12,613	

Summary with Consultants

Architectural Services	12,613	
Civil	0	excluded
Electrical	0	excluded
M/P	0	excluded
Structural	2,500	allowance
Reimbursables	0	excluded
Total Estimated Service	**15,113**	
Proposed Fee	**16,000**	

SSFUSD Site Baden Continuation School 7-Apr-26

DSA Legacy Project Certifications DSA 01-100961

Project Fee Estimate

		Principal	225		Associate	175		PM	150		Staff	75			
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
Bdlg B: Fire Rated Doors	422	1	225	225	8	175	1,400	8	150	1,200	1	75	75	2,900	Specify and assist
Bldg B: DF Side Rails	423	1	225	225	1	175	175	1	150	150	1	75	75	625	District Install
Bdlg C: Fire Rated Doors	425	1	225	225	8	175	1,400	8	150	1,200	1	75	75	2,900	Specify and assist
Bldg C: DF Side Rails	426	1	225	225	1	175	175	1	150	150	1	75	75	625	District Install
Bldg C: Roof Framing Verify	427	1	225	225	4	175	700	4	150	600	1	75	75	1,600	Destructive testing?
Bldg C Hearing Signage	427	0	0	0	1	175	175	0	150	0	1	75	75	250	District Install
Bdlg D: Fire Rated Doors	429	1	225	225	8	175	1,400	8	150	1,200	1	75	75	2,900	Specify and assist
Bldg D Panic Hardware	430	1	225	225	4	175	700	4	150	600	1	75	75	1,600	Specify and assist
														3,525	
Task 7.2: CCD Required															
Bldg D: Eyewash	431	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2: Scope not needed
Bldg D: Fire Exting. Location	432	0	225	0	0	175	0	4	150	600	1	75	75	675	3: New / Revised docs
														3,150	
Task 7.3: Change Orders															
10 Change Orders	439-48	10	225	2,250	10	175	1,750	80	150	12,000	10	75	750	16,750	Will require significant research/time
														16,750	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														28,613	

Summary with Consultants

Architectural Services	28,613	
Civil	0	excluded
Electrical	0	excluded
M/P	0	excluded
Structural	0	excluded
Reimbursables	0	excluded
Total Estimated Service	**28,613**	
Proposed Fee	**25,000**	

SSFUSD Site Ponderosa ES 7-Apr-26

DSA Legacy Project Certifications DSA 01-100938

Project Fee Estimate

		Principal		225	Associate		175	PM		150	Staff		75		
Tasks	**Ref**	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	Hrs	Rate	Total	**Phase Total**	**Comments/Assumptions**
Task 1 - 5 : Forms															
Review Project Files		1	225	225	2	175	350	0	150	0	0	75	0	575	
DSA 108 DP Form		0	225	0	0	175	0	1	150	150	1	75	75	225	
Initial Site Inspection		1	225	225	4	175	700	4	150	600	0	75	0	1,525	
Review PSS DSA 312		1	225	225	1	175	175	0	150	0	0	75	0	400	
DSA Meetings/Coordination		1	225	225	1	175	175	0	150	0	0	75	0	400	
														3,125	
Task 6: DSA Submittal															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
Task 7.1: No CCD needed															
A2.1 Wheelchair lift	133	1	225	225	2	175	350	0	150	0	0	75	0	575	Destructive Investigation
A2.1 Furnace Enclosure	134	0	225	0	0	175	0	1	150	150	1	75	75	225	Destructive Investigation
E2.2 Emergency lighting in MPR	141	0	225	0	0	175	0	1	150	150	1	75	75	225	
														1,025	
Task 7.2: CCD Required															
A1.1 AC approach to landings	129	1	225	225	4	175	700	4	150	600	1	75	75	1,600	1: Move to next project
A2.1 Computer Counters	131	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2: Scope not needed
A2.1 Access DFs	132	1	225	225	4	175	700	4	150	600	1	75	75	1,600	2 or 3 TBD
P2.1 Water Heater	136	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
E2.2 Light Fixture Bracing	140	1	225	225	4	175	700	4	150	600	1	75	75	1,600	3: New / Revised docs
														8,000	
Task 8: Site Review															
Review On site conditions		1	225	225	4	175	700	4	150	600	1	75	75	1,600	
														1,600	
Task 9: Closeout Documentation															
Review PSS Documents		0	225	0	1	175	175	0	150	0	0	75	0	175	
Sign DSA 314		0.5	225	113	1	175	175	0	150	0	0	75	0	288	
														463	
Task 10: Final Certification															By PSS
Excluded		0	225	0	0	175	0	0	150	0	0	75	0	0	
														0	
														13,188	

Summary with Consultants

Architectural Services	13,188	
Civil	0	excluded
Electrical	2,500	allowance
M/P	2,500	allowance
Structural	2,500	allowance
Reimbursables	0	excluded
Total Estimated Service	**20,688**	
Proposed Fee	**21,000**	**EXCLUDED**

EXHIBIT C

HOURLY RATES

Hourly Rates (Bartos Architecture)

Principal/President	**$225.00**
Senior Associate Licensed Architect	**$175.00**
Associate / Senior Project Manager	**$150.00**
Project Manager	**$135.00**
Associate/Consulting Architect	**$125.00**
Senior Drafter	**$115.00**
Drafter	**$100.00**
Technical Staff	**$75.00**
College Intern	**$50.00**
High School Intern	**$25.00**

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Wazi Chowdhury, Director – Facilities & Safety

DATE: April 23, 2026

RE: Approval of Roof Replacement for Several Buildings at Parkway Heights Middle School

---

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

Several buildings at Parkway Heights Middle School are showing signs of severe deterioration and water intrusion and are in dire need of replacement. It requires immediate attention to prevent additional damage to the interior of the buildings. They include the following: Library Building, Admin Building, Multi-Purpose Room, Building A, Building B, Building C, Building H1 and Building H2.

The District conducted a public bid process. Bids were opened on April 1, 2026. The bidders were as follows:

- I & A Contractor Inc. $2,955,000.00
- SF Roofing Services $2,757,000.00
- Best Contracting Services $2,998,640.00
- Stronger Building Service $3,430,000.00

The lowest responsive, responsible bidder is SF Roofing Services with $2,757,000.

FISCAL IMPLICATIONS:

By this action: $2,757,000 will be paid from the Facilities Fund (Fund 40)

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees award a contract for roof replacement to the lowest responsive, responsible bidder, SF Roofing Services, in the amount of $2,757,000.

Bid Opener:	Wazi Chowdhury
Bid Recorder:	Wazi Chowdhury

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

BID OPENING: April 1, 2026 @ 3:00 PM

BID TABULATION: **SSFUSD PROJECT No. 01-26 Parkway Heights Middle School: Roofing Replacement Project**

BIDDERS	SIGNED BID FORM	BID BOND	SUBCON LIST	SITE VISIT CERT	NON-COLLUSION	ACCEPTANCE OF ADDENDA	BASE BID AMOUNT
I & A Contractor, Inc.	✓	✓	✓	✓	✓	✓	$2,955,000.00
SF Roofing Services	✓	✓	✓	✓	✓	✓	$2,757,000.00
Best Contracting Services	✓	✓	✓	✓	✓	✓	$2,998,640.00
Stronger Building Service	✓	✓	✓	✓	✓	✓	$3,430,000.00

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Wazi Chowdhury, Director – Facilities & Safety

DATE: April 23, 2026

RE: Approval of Agreement with Gelfand Partners Architects for Design and Construction Observation Services at Ponderosa Elementary School for the TK Classroom Renovation Project

---

ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

The South San Francisco Unified School District is undertaking the renovation of an existing classroom at Ponderosa Elementary School to support the Transitional Kindergarten (TK) program. The project includes the addition of a new toilet room and associated upgrades necessary to meet current accessibility, safety, and Division of State Architect (DSA) requirements.

Gelfand Partners Architects has extensive experience working with California school districts and DSA-regulated projects. Their expertise will ensure the project is designed efficiently, approved in a timely manner, and constructed in compliance with all applicable codes and regulations.

FISCAL IMPLICATIONS:

$148,195 - Facilities Fund (Fund 40).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve independent Consultant Agreement with Gelfand Partners Architects for Design and Construction Observation Services for the Ponderosa Elementary School TK Classroom Renovation in the amount of $148,195.

GELFAND PARTNERS ARCHITECTS

March 18, 2026

Mr. Robert Kitchens
South San Francisco Unified School District
398 "B" Street
South San Francisco, CA 94080

RE: Ponderosa Elementary School: Renovation of One Existing Classroom with New Toilet Room

Dear Robert,

Thank you for giving us the opportunity to propose design and construction observation services for the planning of the classroom renovation at the Ponderosa Elementary School campus.

Per our September 12 meeting at the site, I have assembled a draft scope listed below.

Division 02 Demolition
a. Utilities connections from adjacent walkways

Division 09 Finishes
a. Three alternate color boards of interior finishes based on district's standard materials and paints.
b. Three alternate color boards of exterior finishes based on district's standard materials and paints.

Division 12 Furnishings
a. Excluded

Division 22 Plumbing
a. Domestic water and waste lines from nearest existing sources
b. Plumbing fixture schedule

Division 26 Electrical
a. Low voltage systems (data, security, and fire alarm) upgrade as required
b. Campus fire alarm upgrade if required by the Division of the State Architect (DSA)

Exclusions
a. Renovation of any toilet rooms considered necessary to upgrade by DSA (should DSA require)
b. Site work and civil engineering of accessible parking stalls, drop-offs, and site fixtures considered necessary to upgrade by DSA (should DSA require)

For the design and construction observation scope, we propose the following fee breakdown:

South San Francisco Unified School District: Ponderosa Elementary School – Room Conversion to TK Classroom	
Site visits and as-built drawings review	$5,000.00
Schematic design	$10,000.00
100% construction documents	$30,000.00

165 10TH STREET, SUITE 100 | SAN FRANCISCO, CALIFORNIA 94103 | 415.346.4040 | MAIL@GELFAND-PARTNERS.COM

GELFAND PARTNERS ARCHITECTS

Base DSA intake, review, and approval	$28,500.00
Bid	$2,500.00
Construction administration	$16,000.00
Close out	$15,000.00
Subtotal architectural services	**$107,000.00**
Fire alarm upgrade (if DSA requires)	$7,150.00
Civil Allowance	$10,000.00
Structural	$11,550.00
MEP	$12,495.00
Total	**$148,195**

Tentative schedule:

This schedule assumes notice to proceed is April 24th, 2026		
Pre-design (programming, site visits, as-built review, site committee review, and DSA pre-submission meeting)	4 weeks	April 27, 2026
Architect's 100% CD's	6 weeks	June 8, 2026
DSA submission	Milestone	June 9, 2026
DSA review (from 6/8/26)	6 months	December 8th 2026
Bidding and award	2 months	February 8th 2027
Construction Observation	2 months	June 1st, 2027
Occupancy	Milestone	August 10th 2027

Best,
Gelfand Partners Architects

Lawrence Schadt, AIA, ASLA, LEED AP
Principal Architect
larry@gelfand-partners.com

165 10TH STREET, SUITE 100 | SAN FRANCISCO, CALIFORNIA 94103 | 415.346.4040 | MAIL@GELFAND-PARTNERS.COM

INDEPENDENT CONSULTANT AGREEMENT FOR ARCHITECTURAL SERVICES

This Independent Consultant Agreement for ARCHITECTURAL Services ("Agreement") is made and entered into as of the 24th Day of April 2026 by and between the South San Francisco Unified School District, ("District") and Gelfand Partners Associates ("Consultant"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. Consultant shall provide Architectural/Engineering design services for the Ponderosa Elementary School: TK Classroom Renovation, at 295 Ponderosa Rd, South San Francisco, CA 94080, as further described in **Exhibit A**, attached hereto and incorporated herein by this reference ("Services").

2. **Term**. Consultant shall commence providing services under this Agreement on **April 24th, 2026,** and will diligently perform as required and complete performance by **August 10th, 2027** ("Term"), unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. Consultant shall not commence the Services under this Agreement until Consultant has submitted and District has approved the documents, certificate(s) and affidavit(s), and endorsement(s) of insurance required as indicated below:

   X Signed Agreement
   X Insurance Certificates and Endorsements
   X W-9 Form
   _____ Other: _____

4. **Compensation**. District agrees to pay Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **One Hundred Forty-Eight Thousand One Hundred Ninety-Five Dollars ($148,195)** District shall pay Consultant according to the following terms and conditions:

5. **Independent Contractor**. Consultant represents and warrants that Consultant is an independent contractor or business entity that is: (i) free from the control and direction of District in connection with the performance of the Services, (ii) performing Services that are outside the usual course of District's business, and (iii) customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the Services performed, District being interested only in the results obtained. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of District, and are not entitled to benefits of any kind or nature normally provided employees of District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

6. **Performance of Services.**

   6.1. **Standard of Care**. Consultant represents that Consultant has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently

accepted principles and practices of its profession for services to California school districts.

6.2. **Due Diligence.** Consultant shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Consultant or its employees may discover. Consultant shall have responsibility for discovery of errors, inconsistencies, or omissions.

6.3. **Meetings.** Consultant and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Consultant's performance of Services.

6.4. **District Approval.** The Services completed herein must meet the approval of District and shall be subject to District's general right of inspection and supervision to secure the satisfactory completion thereof.

6.5. **New Project Approval.** Consultant and District recognize that Consultant's Services may include working on various Projects for District. Consultant shall obtain the approval of District prior to the commencement of a new Project.

7. **Originality of Services**. Except as to standard generic details, Consultant agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to District and/or used in connection with this Agreement, shall be wholly original to Consultant and shall not be copied in whole or in part from any other source, except that submitted to Consultant by District as a basis for such services.

8. **Ownership of Data.** Pursuant to Education Code section 17316, this Agreement creates a non-exclusive and perpetual license for District to use, at its discretion, all plans including, but not limited to, record drawings, specifications, estimates and other documents that Consultant prepared or caused to be prepared pursuant to this Agreement. Consultant retains all rights to all copyrights over designs and other intellectual property embodied in the plans, record drawings, specifications, estimates, and other documents that Consultant prepares or causes to be prepared pursuant to this Agreement.

   In the event District changes or uses any fully or partially completed documents without Consultant's knowledge or participation or both, District agrees to release Consultant of responsibility for such changes, and shall hold Consultant harmless from and against any and all claims on account of any damages or losses to property or persons, or economic losses, arising out of that change or use, unless Consultant is found to be liable in a forum of competent jurisdiction. In the event that District uses any fully or partially completed documents without Consultant's full involvement, District shall remove all title blocks and other information that might identify Consultant.

9. **Audit**. Consultant shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Consultant transacted under this Agreement. Consultant shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Consultant shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

10. **Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Consultant agrees it will neither rescind the Agreement nor stop the performance of the Services, but will allow determination by the court of the State of California, in the county in which District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, Consultant shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to Consultant's right to bring a civil action against District. For purposes of those provisions, the running of the time within which a claim must be presented to District shall be tolled from the time Consultant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

11. **Termination**.

    11.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement for its own convenience and compensate Consultant only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Consultant. Notice shall be deemed given when received by Consultant or no later than three days after the day of mailing, whichever is sooner.

    11.2. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

        11.2.1. material violation of this Agreement by Consultant; or

        11.2.2. any act by Consultant exposing District to liability to others for personal injury or property damage.

    Written notice by District shall contain the reasons for such intention to terminate. Unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, District may secure the required services from another Consultant. If expenses, fees, and/or costs to District exceed the cost of providing the service pursuant to this Agreement, Consultant shall immediately pay the excess expenses, fees, and/or costs to District upon the receipt of District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

12. **Indemnification**.

    12.1. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant ("Claim"). Consultant shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Consultant's own expense, including

attorneys' fees and costs, from any and all Claim(s) and allegations relating thereto. District shall have the right to accept or reject any legal representation that Consultant proposes to defend the Indemnified Parties. Whereas the cost to defend the Indemnified Parties charged to Consultant shall not exceed the proportionate percentage of Consultant's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by District. Notwithstanding the previous sentence, in the event that one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, the design professional shall meet and confer with other parties regarding unpaid defense costs.

12.2. Consultant shall pay and satisfy any judgment, award, or decree that may be rendered against the Indemnified Parties in any Claim, subject to section 14.1 above. Consultant's obligation pursuant to this Article includes reimbursing District for the cost of any settlement paid by the Indemnified Parties and for any and all fees and costs, including but not limited to legal fees and costs, expert witness fees, and consultant fees, incurred by the Indemnified Parties in the defense of any Claim(s) and to enforce the indemnity herein, subject to section 14.1 above. Consultant's obligation to indemnify shall not be restricted to insurance proceeds.

12.3. District may withhold any and all costs that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant from amounts owing to Consultant.

13. **Insurance**.

13.1. **Coverage**. Consultant shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	**Minimum Requirement**
Commercial General Liability Insurance, including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	$ 1,000,000
General Aggregate	$ 2,000,000
Professional Liability	$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	$ 1,000,000

13.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Consultant, District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by District.)

13.1.2. **Workers' Compensation and Employer's Liability Insurance**. Workers' Compensation Insurance and Employer's Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Consultant shall be required to secure workers' compensation coverage for its employees. If any

class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

13.1.3. **Professional Liability (Errors and Omissions)**. Professional Liability Insurance as appropriate to Consultant's profession, coverage to continue through completion of construction plus three (3) years thereafter.

13.2. **Proof of Carriage of Insurance**. Consultant shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to District and approved by District. Certificates and insurance policies shall include the following:

13.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

13.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

13.2.3. An endorsement stating that District and its Board of Trustees, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Consultant's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

13.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employer's Liability Insurance Policies shall be written on an occurrence form.

13.3. **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 District.

13.4. If Consultant normally carries insurance in an amount greater than the minimum amounts required herein, that greater amount shall become the minimum required amount of insurance for purposes of the Agreement. Therefore, Consultant hereby acknowledges and agrees that all insurance carried by it shall be deemed liability coverage for all actions it performs in connection with the Agreement.

14. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of District and all federal, state, and local laws, ordinances and regulations. Consultant shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Consultant observes that any of the Services required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify District, in writing, and, at the sole option of District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Consultant's receipt of a written termination notice from District. If Consultant performs any Services that is in violation of any laws, ordinances, rules or regulations, without first notifying District of the violation, Consultant shall bear all costs arising therefrom.

14.1. **Labor Code Requirements**: Consultant shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 – 5, including, without limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars ($1,000). Copies of the prevailing rate of per diem wages are on file with District.

14.1.1. **Registration**: If applicable, before a public works contract can be awarded, Consultant and its subcontractor(s) shall be registered with the Department of Industrial Relations in accordance with Labor Code section 1771.1. At least one week before commencing work, Consultant shall provide to District the name and DIR registration number for Consultant and any applicable subcontractor.

14.1.2. **Certified Payroll Records**: Consultant and its subcontractor(s) shall keep accurate certified payroll records of workers and shall electronically submit certified payroll records directly to the Department of Industrial Relations weekly or within ten (10) days of any request by District or the Department of Industrial Relations.

14.1.3. **Labor Compliance**: Consultant shall perform the Services of the Project while complying with all the applicable regulations, including section 16000, et seq., of Title 8 of the California Code of Regulations and is subject to labor compliance monitoring and enforcement by the Department of Industrial Relations.

15. **Certificates/Permits/Licenses/Registrations**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses, and registrations as are required by law in connection with the furnishing of Services pursuant to this Agreement.

16. **COVID-19 Requirements.** For all workers on District property, Consultant and Consultant's personnel shall comply with all applicable federal, state and local laws regarding COVID-19 including, without limitation, applicable terms in CDPH State Public Health Officer Orders.

17. **Anti-Discrimination**. It is the policy of District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Consultant agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and District policy. In addition, Consultant agrees to require like compliance by all of its subcontractor(s).

18. **Not used**

19. **Disabled Veteran Business Enterprises**. Education Code section 17076.11 requires school districts using funds allocated pursuant to the State of California School Facility Program for the construction or modernization of a school building to have a participation goal of at least three percent (3%), per year, of the overall dollar amount expended each year by the school district, for disabled veteran business enterprises ("DVBE"). In accordance therewith, Consultant must submit, upon request by District, appropriate documentation to District identifying the steps Consultant has taken to solicit DVBE participation in conjunction with this Agreement, if applicable.

20. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

21. **District Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. District may evaluate Consultant in any way District is entitled pursuant to applicable law. District's evaluation may include, without limitation:

    21.1. Requesting that District employee(s) evaluate Consultant and Consultant's employees and subcontractors and each of their performance.

    21.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

22. **Limitation of District Liability**. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

23. **Confidentiality**. Consultant and all Consultant's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Consultant understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

24. **Notice**. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District:	**Consultant**:
South San Francisco Unified School District 398 B Street South San Francisco, CA 94080 Email: tedo@ssfusd.org	Gelfand Partners Architecture 165 10th St San Francisco, CA Email: larry@gelfand-partners.com

25. **Assignment**. The obligations of Consultant pursuant to this Agreement shall not be assigned by Consultant. Any such assignment shall be null and void.

26. **Integration/Entire Agreement of Parties**. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

27. **California Law**. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which District's administrative offices are located.

28. **Waiver**. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

29. **Severability**. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

30. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

31. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

32. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

33. **Tolling of District's Claims.** Consultant agrees to toll all statutes of limitations for District's assertion of claims against Consultant that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Consultant's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

34. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

35. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

36. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authority and empowered to enter into this Agreement.

37. **Counterparts.** This Agreement may be executed in one or more counterparts, and all counterparts together shall be construed as one document. A facsimile or electronic signature shall be deemed to be the equivalent of the actual original signature. All counterparts so executed shall constitute one Agreement binding all the Parties hereto.

38. **Incorporation of Recitals and Exhibits**. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Dated: _____, 202_	Dated: _____, 202_
South San Francisco Unified School District	_____
Signed By: _____	Signed By: _____
Print Name: _____	Print Name: _____
Print Title: _____	Print Title: _____

Information regarding Consultant:

License No.: _____

Address: _____

_____

Telephone: _____

Facsimile: _____

E-Mail: _____

Type of Business Entity:
_____ Individual
_____ Sole Proprietorship
_____ Partnership
_____ Limited Partnership
_____ Corporation, State: _____
_____ Limited Liability Company
_____ Other: _____

_____:
Employer Identification and/or Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of $600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, District requires Consultant to furnish the information requested in this section.

EXHIBIT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

Division 02 Demolition

a. Utilities connections from adjacent walkways

Division 09 Finishes

a. Three alternate color boards of interior finishes based on district's standard materials and paints.

b. Three alternate color boards of exterior finishes based on district's standard materials and paints.

Division 12 Furnishings

a. Excluded

Division 22 Plumbing

a. Domestic water and waste lines from nearest existing sources

b. Plumbing fixture schedule

Division 26 Electrical

a. Low voltage systems (data, security, and fire alarm) upgrade as required

b. Campus fire alarm upgrade if required by the Division of the State Architect (DSA)

Exclusions

a. Renovation of any toilet rooms considered necessary to upgrade by DSA (should DSA require)

b. Site work and civil engineering of accessible parking stalls, drop-offs, and site fixtures considered necessary to upgrade by DSA (should DSA require)

EXHIBIT B

FEE PROPOSAL BREAKDOWN, PAYMENT SCHEDULE and TENATIVE PROJECT SCHEDULE

For the design and construction observation scope, we propose the following fee breakdown:

South San Francisco Unified School District: Ponderosa Elementary School – Room Conversion to TK Classroom	
Site visits and as-built drawings review	$5,000.00
Schematic design	$10,000.00
100% construction documents	$30,000.00
Base DSA intake, review, and approval	$28,500.00
Bid	$2,500.00
Construction administration	$16,000.00
Close out	$15,000.00
Subtotal architectural services	**$107,000.00**
Fire alarm upgrade (if DSA requires)	$7,150.00
Structural	$11,550.00
MEP	$12,495.00
Civil Allowance	$10,000
Total	**$148,195**

EXHIBIT C

HOURLY RATES

RATE SCHEDULE

2026
Per hour

Rates subject to revision every six months

Gelfand Partners Architects Billing Rates	
Managing Principal Architect	$250
Principal Architect	$230
Landscape Architect	$230
Interior Design Manager	$200
Project Manager	$200
Senior Project Architect	$200
Project Architect	$190
Job Captain	$155
Interior Designer	$140
Design Staff	$140
Clerical Support	$100
Consultants	Rate x 1.1
Expenses	Fee x 1.1

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Nathan Sundaram, Director of Technology

DATE: April 23, 2026

RE: Approval of Proposal from Signal Solutions Corporation for Audio-Video System Upgrade at Ponderosa Elementary School

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

Ponderosa Elementary School frequently uses their Multi-Use Room (MUR) for many types of events, which include school gatherings, after-school parent and community events, school assemblies, and other school functions. The existing audio-video equipment is outdated and no longer functions adequately.

At the request of the Principal, staff have obtained a quote to upgrade the Audio-Video System at this school. The work will be completed over the Summer break.

FISCAL IMPLICATIONS:

The cost of this project is $99,243.32, paid for by the District Facilities Fund (Fund 40).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the Signal Solutions Corporation proposal for upgrading the Audio-Video System at Ponderosa Elementary School in the amount of $99,243.32.

SIGNAL SOLUTIONS
BUILDING TECHNOLOGIES

4702 East Second St | Benicia CA 94510
www.signalsolutions.com | 707-747-1100

SSFUSD
Nathan Sundaram
398 B Street
South San Francisco,, CA 94080

Site: Ponderosa Elementry
295 Ponderosa Rd
South San Francisco, CA 94080

Salesperson: Roylee Salvemini

roylee@signalsolutions.com

Quote Number: 49444
Quote Reference: MUR Sound Upgrade
Quote Date: 03/27/2026
Quote Valid Until: 04/15/2026

A/V Audio Work

In the multi-purpose room, provide and install the following audio equipment:

- Four (4) JBL CBT 70J line array speakers - two speakers to be installed either side of the stage and two to be installed on the wall opposite the stage. All old speakers will be removed and provided to SSFUSD for removal.
- One (1) LEA Professional multi-channel power amplifier.
- One (1) Shure QLXD wireless microphone system, including two wireless handheld microphones and two bodypacks with lavaliers. Rechargeable batteries and a charging dock are included for the four microphones.
- One (1) RDL Bluetooth wallplate for connection to an end user's Bleutooth equipped device.
- One (1) Allen and Heath SQ5 sound board for control of all microphones and sources and routing through to the speakers.
- Four (4) Wired XLR inputs are to be provided for wired microphone connectivity as well. No wired microphones are provided for in this quote.
- All equipment will be installed in a Combo Road case with an inclined elevated section for the SQ5 and rack space below.

Total Inc Tax	$33,816.13

A/V Subwoofer Option

Subwoofer Option

CONFIDENTIAL AND PROPRIETARY

- Optionally provide and install (2) JBL powered 18" subwoofers to increase the overall dynamic range of the system.
    - Each subwoofer would require a dedicated 20 amp outlet.

Total Inc Tax	$5,724.38

A/V Projector Work

In the multi-purpose room, provide and install the following video equipment:

- One (1) Severtson 150" drop down projector screen to be installed on the ceiling of the stage area. Screen casement will be exposed and require 120 volt power. Screen will drop down in front of scenic elements existing which must remain fixed.
- One (1) Epson 8500 lumen projector to be installed on the ceiling of the stage area. Projector will require 120 volt power.
- One (1) Apple TV 4K to be installed at the projector location and used for Air Play.
- One (1) HDMI Wall Plate for connectivity to end user devices.
- One (1) Crestron MPC wall mounted controller to control projector power, screen position and desired input.

Total Inc Tax	$38,976.31

A/V Lighting

In the multi-purpose room, provide and install the following lighting:

- Eight (8) Chauvet wash lights on the existing light bars. Each light will need CONSTANT 120 volt power.
- Two (2) Chauvet Linear was lights to be installed on the wall above the stage opening, on the stage side. Each light will need CONSTANT 120 volt power.
- One (1) DMX multi-channel lighting control board to be installed the current location of the lighting control equipment. All old dimmers to be removed by others.

Total Inc Tax	$16,886.50

A/V Project Management/Training/Freight

Provide project management, commissioning, and training support for Ponderosa staff.

Freight is included as an estimate and will be billed at actual.

Total Inc Tax	$3,840.00

Total inc Tax	$99,243.32

SIGNAL SOLUTIONS CORPORATION TERMS & CONDITIONS

These **Terms & Conditions** apply to all proposals issued by **Signal Solutions Corporation (“SSC”)** and shall govern the contractual relationship between SSC and SSFUSD (**“Customer”**).

1. **Scope of Work.** SSC shall provide the services, labor, and materials as outlined in the attached proposal (“Proposal”). The Proposal defines the scope of work to be performed at the Customer’s designated worksite.
2. **Proposal Acceptance & Pricing.** The pricing in the Proposal is valid for **30 calendar days** from the date of issuance unless otherwise stated. Acceptance of the Proposal constitutes agreement to these Terms & Conditions. Any additional work not explicitly stated in the Proposal will require a **Change Order** (see Section 4).
3. **Payment Terms.** Payment is due within 30 calendar days (Net 30) from the invoice date, unless otherwise specified in the Proposal. SSC invoices monthly, based on the percentage of work completed. Late payments may result in a finance charge of 1% per month (12% per annum) and may result in work suspension. SSC reserves the right to pursue legal remedies and/or terminate the contract for non-payment.
4. **Change Orders & Additional Work.** Any modifications or additional work requested beyond the original Proposal must be documented in a written Change Order or email. Change Orders must be signed by both parties and will be subject to additional costs and revised scheduling.
5. **Compliance with Laws.** SSC shall make all commercially reasonable efforts to perform all work in accordance with applicable federal, state, and local laws and regulations, including but not limited to, compliance with OSHA, labor laws, and building codes.
6. **Warranty.** SSC warrants all workmanship to be free from defect **for the life of the installation** (defined as the useful life of the building) (**“Warranty”**). We will remedy any workmanship found to be defective free of charge during this period. The Warranty applies to the original owner of the installation and is non-transferable. Any applicable manufacturers’ warranties apply to all materials provided by SSC for this project, typically 1 year from the installation date. Additional extended material and workmanship warranties are also available through SSC for selected manufacturers. Contact your SSC representative for further details.
7. **Confidentiality.** Any proprietary information provided by either party (the **“Disclosing Party”**) to the other party (the **“Receiving Party”**) shall be treated as strictly confidential. The Receiving Party and its employees shall not disclose or use the Disclosing Party’s confidential information for any purpose other than fulfilling contractual obligations. **“Confidential Information”** shall mean all proprietary and trade secret information, including but not limited to technical, financial, and operational data, which shall be returned or destroyed upon contract termination. The confidentiality obligations shall survive the termination of this Agreement for a period of five (5) years.
8. **Marketing and Media Rights.** Customer grants Signal Solutions Corporation the right to reference its name, logo, and a general description of the project in marketing materials, including but not limited to case studies, proposals, and websites. Signal Solutions may also capture and use photos or videos of work performed at the Customer’s facility, provided no proprietary content or specific location information is shared without prior written approval.
9. **Default and Termination.** The following shall constitute default under this agreement: (1) Non-payment by the Customer beyond the agreed terms; (2) Customer is in bankruptcy; (3) failure of Customer to comply with any non-monetary obligation under the Agreement within 30 days of receiving notice of Customer’s failure to comply. If default occurs, SSC may suspend or terminate services, pursue legal action for owed amounts, or retain ownership of installed materials until payment is received.
10. **Force Majeure (Delays Beyond Control).** SSC shall not be liable for delays or inability to perform due to: natural disasters, pandemics, fire, or extreme weather; labor strikes, material shortages, or supplier failures; government actions, regulations, or changes in law. If a force majeure event occurs, SSC will notify the Customer and work to resume operations as soon as feasible.
11. **Insurance.** SSC maintains industry standard insurance coverage for the protection of its employees, operations, and contractual obligations. SSC shall provide copies of Certificates of Insurance upon reasonable request by Customer.
12. **Liability Limitation.** SSC’s total aggregate liability is limited to the fees paid under this Agreement, and in no event shall SSC be liable for any indirect, consequential, special, punitive, or exemplary damages. This limitation shall apply regardless of the form of action, whether in contract, tort, or otherwise, and to the maximum extent permitted by applicable law. The parties understand this allocation of risk and that the pricing reflects this limitation.
13. **Dispute Resolution.** In the event of any dispute, controversy, or claim arising out of or relating to this Agreement, the parties shall first attempt in good faith to resolve any dispute by negotiation between representatives who have authority to settle the controversy. Notwithstanding the foregoing, either party may seek injunctive relief in any court of competent jurisdiction to protect its intellectual property rights or Confidential Information without first engaging in negotiation. EACH PARTY HEREBY WAIVES ITS RIGHT TO A JURY TRIAL IN ANY ACTION ARISING OUT OF OR RELATING TO THIS AGREEMENT.
14. **Indemnification.** Each party (the **"Indemnifying Party"**) shall defend, indemnify and hold harmless the other party and its officers, directors, employees, and agents (the **"Indemnified Party"**) from and against any third-party claims, actions, suits, demands, damages, liabilities, expenses (including reasonable attorneys' fees), and costs arising from or in connection with: (a) the Indemnifying Party's breach of this Agreement; (b) the gross negligence or willful misconduct of the Indemnifying Party or its personnel; or (c) the Indemnifying Party's violation of applicable laws. The Indemnified Party shall: (i) promptly notify the Indemnifying Party in writing of any claim; (ii) give the Indemnifying Party sole control of the defense and settlement of the claim; and (iii) provide reasonable cooperation in the defense of such claim at the Indemnifying Party's expense.
15. **General.** This Agreement shall be binding on each party and the party's successors, assigns, executors, and administrators. This Agreement: (1) may be executed in a number of counterparts (including separate signature pages and electronically transmitted copies), each of which shall be deemed an original and all of which shall constitute one and the same agreement; (2) shall be governed and construed under California law without regard to the conflicts-of-law provisions thereof; (3) contains the entire agreement between the parties concerning the subject matter of this Agreement; and (4) may be amended only by a written instrument signed by the parties. Any waiver of any default under this Agreement, or any waiver of any provisions or conditions of this Agreement, must be made in writing by the waiving party. In any legal action to enforce this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys’ fees and costs. Any document, including counterparts of this Agreement, may be transmitted by facsimile or other electronic means.

Quote Summary and Acceptance

A/V Audio Work	**Total Inc Tax**	$33,816.13
A/V Subwoofer Option	**Total Inc Tax**	$5,724.38
A/V Projector Work	**Total Inc Tax**	$38,976.31
A/V Lighting	**Total Inc Tax**	$16,886.50
A/V Project Management/Training/Freight	**Total Inc Tax**	$3,840.00
Total inclusive of labor, materials, and tax:		$99,243.32

Thank you for giving us this opportunity to quote our services.

Material Pricing Disclaimer: Pricing is based on material costs as of the date on this document. Due to potential changes in tariffs or other trade regulations, material costs may fluctuate. If any tarriff-related increases occue after this date, Signal Solutions Corporation reserves the right to adjust pricing accordingly. Any such changes will be communicated prior to material procurement.

I, the undersigned, accept the terms of this **Quote**, **Signal Solutions Corporation Terms and Conditions**, and the **Material Pricing Disclaimer** and authorize Signal Solutions to carry out the work described herein:

Roylee Salvemini
Project Manager

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Ted O, Assistant Superintendent – Business Services
Nathan Sundaram, Director of Technology

DATE: April 23, 2026

RE: Approval of Proposal from PCD, Inc. for Audio-Video System Upgrade at Parkway Heights Middle School

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ALIGNMENT WITH STRATEGIC PLAN:

☐ **Goal 1:** Exceptional Instruction
☐ **Goal 2:** Engaged Students
☐ **Goal 3:** Purposeful Partnerships
☐ **Goal 4:** Empowered Educators
☐ **Goal 5:** Equity-Centered Systems
☒ **N/A:** Not Applicable

BACKGROUND:

Parkway Heights Middle School frequently uses their Multi-Use Room (MUR) for many types of events, which include school gatherings, after-school parent and community events, school assemblies, and other school functions. The existing audio-video equipment is outdated and no longer functions adequately.

At the request of the Principal, staff have obtained a quote to upgrade the Audio-Video System at this school. The work will be completed over the Summer break.

FISCAL IMPLICATIONS:

The cost of this project is $83,888.39, paid for by the District Facilities Fund (Fund 40).

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the proposal from PCD, Inc. the amount of $83,888.39 for upgrading the Audio-Video System at Parkway Heights Middle School.

March 26, 2026, **Budgetary Proposal**

Nathan Sundaram – IT Dept.
South San Francisco Unified School District
398 B Street
South San Francisco CA 94080

RE: Parkway Heights Middle School

Nathan,

Thank you again for the opportunity to collaborate with you on the Parkway Heights Middle School Gym project. After reviewing the space together and discussing your goals, we have put together a solution that addresses the current system challenges while improving how the space functions for both daily use and larger events.

As it stands, the existing AV system is unreliable and difficult to use, which limits how effectively the space can support staff and students. Our approach is to replace that with a system that is consistent, easy to operate, and designed for long-term performance.

What This Solution Provides

- Simple, intuitive control through a streamlined touchscreen interface
- Bright, high-performance projection that remains clear in varying lighting conditions.
- Flexible content sharing options for staff and guest presenters
- Even intelligible audio coverage throughout the MUR
- Wireless microphone flexibility for assemblies, presentations, and events
- A scalable system design that supports future needs without major reinvestment

This system is built using proven, commercial-grade components that we've successfully deployed across many similar school environments, ensuring reliability, consistency, and ease of use.

Needs Analysis

The Ponderosa MS GYM requires a new audiovisual system. The space is currently finished and equipped with an outdated and non-functioning system. The requirements will be as follows:

1. Easy To Use System Control
2. New Ceiling-mounted Projector
3. New Ceiling or Wall mounted Projection Screen
4. New Apple TV to mirror content to the Projector.
5. New AV Equipment Rack
6. New Digital Signal Processor (DSP)
7. New Video Matrix
8. New Wireless Microphones (x4), (x2) Handheld microphones and (x2) Lapel microphones
9. New HDMI Video Input Plate (for non-Apple TV users)
10. New Audio Input Plate w/ Bluetooth
11. OPTIONAL – New Lighting System
12. OPTIONAL – New ALS System
13. OPTIONAL – New Choir Mics
14. OPTIONAL – Rack Mount Monitor to replace existing.
15. OPTIONAL – QSC Active Loudspeakers to replace existing.
16. OPTIONAL – (x2) New 55" LG Commercial Displays to replace existing.

AV System Solution — AV System Total $60,117.27

PCD will provide and install a new AV System for Ponderosa ES MUR to include the following:

1. (1) Symetrix 7" Full-glass touchscreen for system control. **Photo Included*
2. (1) Optoma Ultra Bright professional Laser Projector.
3. (1) Crimson Ceiling Projector Mount Kit
4. (1) Draper Premier XL, 189", 16:10, Matt White Projection Screen. W/ Contact Closure for control.
5. (1) Apple TV 4K Wi-Fi/Ethernet - 128GB
6. (1) Middle Atlantic 27RU Vented Rack w/ Door and Ultra Quiet Fan, Rack Mount Power Strip, and UPS.
7. (1) Symetrix Radius NX 12x8 Dante + USB-B Digital Signal Processor
8. (1) AvPro Edge Video Matrix 4x2 ConferX Auto Switching w/ HDBaseT (4) Inputs and (2) Outputs
9. (1) Netgear 16-Port PoE+ Gigabit Ethernet Plus Switch
10. (1) AVPro Edge HDMI Wall Video Input Plate Transmitter via HDBaseT **Photo Included*
11. (1) Symetrix Dante Audio Input plate - I/O Endpoint, Bluetooth media in, Bluetooth phone I/O, stereo RCA I/O, stereo 3.5mm I/O, 4x4 Dante, PoE, Decora dual gang **Photo Included*
12. (1) Shure Digital Wireless Quad Channel Receiver, w/ (2) Wireless Handheld Transmitters with SM58 Microphones, (2) Wireless Bodypack Transmitters, (2) Series8 Cardioid Headset Microphones, (4) Wireless Mic Rechargeable Batteries, (2) Dual Docking Chargers.
13. Re-Use Existing Speakers for now – Cost Savings
14. Includes all design, engineering, project management, installation, testing, and system tuning, along with all listed materials and any required miscellaneous parts, cabling, and connectors necessary for a complete and fully functional system.
15. Includes Design drawings and as-built documentation.
16. Comprehensive training and narrative system guide for quick clarity of operation of the system.
17. 1-year (no cost) or 5-year (paid Continuing Support Plan) warranty on all parts and labor.
18. ***All Electrical work to be done by others***

Optional Solutions

19. OPTIONAL – (3) Audix ADX40 Overhead Choir Microphones – **$3,092.03**

Optional – Lighting System Solution Lighting Total $ 20,679.09

1. (12) Chauvet Pro COLORdash PAR H18X LED Wash Lighting Fixtures
2. (1) ChamSys QuickQ DIN Lighting Controller
3. (1) Chauvet Pro Genetix 10-Scene Wall Plates - Dual Pack
4. Includes New Unistrut installation to hang the second row of lights for back half of the stage.

Complete AV Proposal Pricing (*pricing valid for 30 days)

Complete AV Project cost Without Continuing Support Plan, including initial system training and 1-year warranty – **$83,888.39.**

We are confident this solution will provide a reliable, easy-to-use system that supports both daily use and special events. Please do not hesitate to reach out with any questions or if you would like to review options in more detail.

JAMIE WOODS
SALES DESIGN CONSULTANT
o: 707.546.3633 x131
c: 707.835.3098
w: www.pcdinc.net

RE: Acceptance of proposal

Name: _____ Title: _____

Signature: _____ Date: _____