Regular Governing Board Meeting

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, August 10, 2023 • Public Session: 6:00 PM

Cunha Intermediate School Multi-Purpose Room, 600 Church Street, Half Moon Bay, California 94019

Governing Board Meeting Broadcast Live on PacificCoast.TV

In compliance with the Americans with Disabilities Act, Individuals who require special accommodations (Spanish interpreter, accessible seating, documentation in an accessible format, etc.) should contact the Administrative Assistant to the Superintendent at acostar@cabrillo.k12.ca.us. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids, or services.

Documents provided to a majority of the Governing Board regarding an open session item on the agenda will be made available for public inspection in the District Office located at 498 Kelly Avenue, Half Moon Bay, California, during normal business hours. In addition, such writings and documents are posted on the District's website, www.cabrillo.k12.ca.us.

PUBLIC COMMENTS GUIDELINES

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. There are two ways in which members of the public may provide comments:

1. Submit Written Comments in Advance:

Members of the public wishing to provide comments in advance of the meeting may submit a Public Comments form at: bit.ly/cusdcomments. Written comments will be accepted from when the agenda is posted up to 3:00 pm on the day of the meeting. Comments will be read out loud by the Board President or a Designee. Written comments should be limited to no more than 300 words; longer comments might not be shared publicly during the meeting. However, all comments received, whether or not they are shared publicly during the meeting, will be made available to all Board members and the public.

2. Provide Comments In-Person During Meeting:

A person wishing to be heard by the Board during the meeting should submit a "Request to Address the Board" slip to the Administrative Assistant to the Superintendent prior to the introduction of the item. For meeting facilitation, please submit the slip at your earliest possible convenience. Upon recognition by the Board President, please proceed to the podium and comment as briefly as the subject permits.

Individual speakers will be allowed three (3) minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances, when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint. The Administrative Assistant will keep the time and advise the speaker when there are 30 seconds left and again when the time is up. We ask speakers to keep within the time limits.

- Nonagenda and Consent Items: may be addressed under Public Comments.
- Agenda Items: may be addressed after the conclusion of the staff presentation on the item.

IMPORTANT BOARD PROTOCOLS REGARDING PUBLIC COMMENTS

The Cabrillo Unified School District Governing Board does not act upon any matter that has not been agendized except under limited circumstances as permitted by law. It is the policy of the Cabrillo Unified School District Governing Board to refer matters raised in this forum to staff for further examination and/or action where appropriate.

All Regular Governing Board meetings are broadcasted live on PacificCoast.TV. If available, video recordings will be uploaded to the CUSD YouTube channel in the next few days following the meeting.

1. OPENING BUSINESS

a. Call Public Session to Order - 6:00 PM - Welcome

b. Roll Call / Quorum

c. Pledge of Allegiance

2. APPROVAL OF AGENDA

3. COMMUNICATIONS

a. Public Comments

b. Employee Organizations Report

1. CUTA Representatives
2. CSEA Representatives

c. Board Members Report

d. Superintendent Report

4. CONSENT AGENDA

Items listed under the Consent Agenda are items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item. The Consent Agenda requires a motion and a second and must be approved by a roll call vote. Each item on the Consent Agenda approved by the Governing Board shall be deemed to have been considered in full and adopted as recommended.

a. Proclamation Endorsing September 15, 2023 to October 15, 2023 as Hispanic Heritage Month

4.a Board Memo Proclamation Hispanic Heritage Month.pdf (p. 7)

4.a.1 Proclamation Hispanic Heritage Month.pdf (p. 8)

b. Adoption of Advanced Placement (AP) American Government and Politics Textbook

4.b Board Memo Adoption of AP Government and Politics Textbook 2023.pdf (p. 10)

4.b.1 Bedford_Presidential Election Update American Government Stories of a Nation_Quote.pdf (p. 12)

c. Approval of Art in Action Renewal Subscription for 2023-24 School Year

4.c Board Memo Art in Action Renewal Subscription for 2023-24.pdf (p. 14)

4.c.1 AIA_Invoice_1269-EG.pdf (p. 15)

4.c.2_AIA_Invoice_1254_FV.pdf (p. 16)

4.c.3 AIA_Invoice_66263_HA.pdf (p. 17)

4.c.4 AIA_invoice_1199_KM.pdf (p. 18)

d. Approval of Music for Minors MOU for 2023-24 School Year

4.d Board Memo Music for Minors MOU 2023-24.pdf (p. 19)

4.d.1 Music for Minors 2023-24 Contract.pdf (p. 20)

e. Approval of SIPA Dual Language Coordinator for the 2023-24 School Year

4.e Board Memo SIPA Dual Language Coordinator 2023-24.pdf (p. 31)

4.e.1 SIPA Dual Language Coordinator Contract 2023-24.pdf (p. 32)

f. Approval of 2023-24 Agricultural Education Incentive Grant

4.f Board Memo Approval of Agricultural Education Incentive Grant 2023-24.pdf (p. 35)

4.f.1 CDE Agricultural CTE Incentive Grant 2023–24 Application for Funding.pdf (p. 36)

g. Ratification and Approval of Agreement for Community School Services for 2022-23 and 2023-24

4.g Board Memo SMCOE Agreement Community Schools Services.pdf (p. 46)

4.g.1 Gateway Community School Services Agreement 2022-23.pdf (p. 47)

4.g.2 Gateway Community School Services Agreement 2023-24.pdf (p. 53)

h. Approval of Certificated Personnel Report

4.h Board Memo Certificated Personnel Report_revised.pdf (p. 59)

i. Approval of Classified Personnel Report

4.i Board Memo Classified Personnel Report.pdf (p. 61)

j. Approval of Warrant Register Report Processed

4.j Board_Memo_Warrant_Register_June_July_2023.pdf (p. 62)

4.j.1 060123-063023 Warrant Register.pdf (p. 63)

4.j.2 070123-073123 Warrant Register.pdf (p. 88)

k. Approval of The HEAL Project (THP) Agreement for Sustainability Projects

4.k Board_Memo_Sustainability_Project_Agreement_2023_24.pdf (p. 100)

4.k.1 CUSD_THP_Sustainability_MOU_2023-24.pdf (p. 101)

l. Approval of Medi-Cal Administrative Claiming Agreement with Contra Costa County Office of Education (CCCOE)

4.l Board_Memo_Medi-Cal_Admin_Claiming_Agreement_2023-24.pdf (p. 103)

4.l.1 CCCOE_SMAA_Agreement_2023.pdf (p. 104)

m. Approval of Contract with KIS for Software and Licenses to Safely Operate CUSD Network

4.m Board_Memo_Software_License_Renewal_2023-24.pdf (p. 117)

4.m.1 KIS_Meraki_E-Rate_Quote_2023.pdf (p. 118)

n. Approval of QKA Agreement for El Granada and Hatch Bond Projects

4.n Board_Memo_QKA_ Architects_Agreement_2023-24.pdf (p. 122)

4.n.1 El_Granada_Phase2_Scope_and_Fee_Letter_2023.pdf (p. 123)

o. Approval of Contract for Inspector of Record for the Modernization of Farallone View and El Granada Elementary Schools

4.o Board_Memo_Inspector_of_Record_Contract_Modernization_FV_&_EG.pdf (p. 126)

4.o.1 CIS_Inc_Farallone_View_IOR_Services_Bldg_A_Agreement_2023_revised.pdf (p. 127)

p. Approval of Short Term and Annual Contracts for Special Education Related Services and Pre-Referral Services

4.p Board Memo SPED Contracts 2023.pdf (p. 141)

4.p.1 SPED Contracts Agency and Independent 2023.pdf (p. 142)

q. Approval of Engagement Agreement with County of San Mateo Office of the County Attorney for Legal Services and Legal Representation

4.q Board Memo County Attorney Legal Services Agreement 2023-28.pdf (p. 143)

4.q.1 County Attorney's Legal_Special_Education_Services_Agreement_2023-28.pdf (p. 144)

r. Approval of Agreement with DS&C for Financial Advising and ADTR Services

4.r Board Memo Municipal Advisory-Continuing Disclosure-ADTR Services Agreement.pdf (p. 150)

4.r DS&C MA CD ADTR Agreement July 2023.pdf (p. 151)

s. Approval of Regular and Special Governing Board Meetings Minutes

4.s Board Memo Minutes.pdf (p. 160)

4.s.1 2023-06-08 Regular Board Meeting Minutes.pdf (p. 161)

4.s.2 2023-06-22 Regular Board Meeting Minutes.pdf (p. 166)

4.s.3 2023-06-23 Special Board Meeting Minutes.pdf (p. 171)

5. GENERAL BUSINESS

a. Los Listos Preschool Presentation (Presentation)

5.a Board Memo Los Listos Presentation 2023.pdf (p. 173)

5.a.1 Los Listos Early Learning Program Slide Presentatiom 2023.pdf (p. 174)

b. Update on Summer School 2023 (Presentation)

5.b Board Memo Summer School 2023 Overview.pdf (p. 187)

5.b.1 Summer School 2023 Slide Presentation.pdf (p. 188)

c. Update on English Learner Program Achievements (Presentation)

5.c Board Memo English Learner Performance Presentation 2023.pdf (p. 235)

5.c.1 ELPAC Data Results Presentation 2022-23.pdf (p. 236)

d. Update on Key Performance Indicators for Achievement (Presentation)

5.d Board Memo Key Performance Indicators for Academic Achievement 2023.pdf (p. 247)

5.d.1 KPIs for Academic Improvement Presentation 2023.pdf (p. 248)

e. Adoption of Resolution No. 15-2023 Informing Parents and Other Adults of Their Obligations Regarding the Secure Storage of Firearms in Their Homes (Action)

5.e Board Memo Secure Storage of Firearms Resolution.pdf (p. 272)

5.e.1 Resolution 15-2023 Secure Storage of Firearms.pdf (p. 273)

f. Approval of Emergency Administrative Credential Waiver (Action)

5.f Board Memo Waiver for Assistant Principal-Action.pdf (p. 275)

g. Approval of Guaranteed Maximum Price 2 (GMP2) and Amendment to GMP1 for the Modernization of Farallone View (Action)

5.g Board_Memo_Ratification_of_GMP1_&_Approval_GMP2_Farallone_View.pdf (p. 276)

5.g.1 LLB_Amndt_1_Ex_C_to_Facilities_Lease_07.26.23.pdf (p. 277)

5.g.2 Farallone_View_GMP_2.pdf (p. 294)

5.g.3 Amendment_2_to_Facilities_Lease_Farallone_View.pdf (p. 319)

5.g.4 Farallone_View_GMP_1_&_2_Summary.pdf (p. 341)

h. CUSD Bond Program Update (Presentation)

5.h Board_Memo_Bond_Program_Update.pdf (p. 342)

5.h.1 CUSD_Bond_Program_Update_Presentation.pdf (p. 343)

6. FUTURE EVENTS

a. August 17 - First Day of School

b. September 4 - Labor Day Holiday, All Sites Closed

c. September 14 - Regular Board Meeting, Cunha Intermediate School Multi- Purpose Room - 6:00 PM

7. ADJOURNMENT

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Sean McPhetridge, Ed.D., Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Proclamation Endorsing September 15, 2023 to October 15, 2023 as Hispanic Heritage Month

BACKGROUND INFORMATION

This year the Board of Education again formally recognizes the countless contributions that Hispanic Americans have made to this nation and proclaims September 15th – October 15th as Hispanic Heritage Month.

The observation of Hispanic Heritage Month started in 1968 under President Lyndon Johnson. It was appropriate to begin celebrations on September 15th as it is also the anniversary of the independence of five Central American nations (Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua). In addition, Mexico commemorates its independence on September 16th, and Chile commemorates its independence on September 18th.

In 1988, Congress established that these celebrations would be stretched to a full month. The following year, President George H. W. Bush was the first to be authorized to issue a Proclamation from September 15th to October 15th. In this way, the nation honors the influences, contributions, and rich ethnic heritage of Hispanics and Latinos during this month.

Tonight, staff asks the Board of Education to proclaim September 15th – October 15th as Hispanic Heritage Month to honor and celebrate the culture and contributions made by Hispanics and Latinos to this nation.

FISCAL ANALYSIS

There is no financial impact to the General Fund by passing this proclamation.

RECOMMENDATION

Staff recommend the adoption of this proclamation endorsing September 15, 2023 to October 15, 2023 as Hispanic Heritage Month.

CABRILLO UNIFIED SCHOOL DISTRICT
HALF MOON BAY, CALIFORNIA

PROCLAMATION

Hispanic Heritage Month
September 15th – October 15th

WHEREAS, from the early settlers of the New World to those still reaching for the American dream today, Hispanics and Latinos have shaped and strengthened our country; and

WHEREAS, the month of September 15 to October 15 was designated as Hispanic Heritage Month by the United States Congress in 1988; and

WHEREAS, Hispanic, Latino, Latina, and Latinx individuals represent a wide range of nationalities and backgrounds, including Mexican, Puerto Rican, South American, Central American, or other cultures or origins regardless of race; and

WHEREAS, September 15 was chosen as a date to commemorate the anniversary of the independence of five Latin American countries (Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua) while September 16 commemorates Mexico's anniversary of independence; and

WHEREAS, the huge and significant impact of Hispanic and Latino cultures and their centuries-old traditions are manifested in the achievements, customs, and laws of this state and nation; and

WHEREAS, like so many other Americans, Hispanics and Latinos have overcome great obstacles to persevere and flourish in every sector of our society; and

WHEREAS, Hispanic Americans make important contributions to our society in American government, law, public service, business, agriculture, Armed Forces, commerce, education, the arts, science, and sports; and

WHEREAS, right here on the Coastside in 2020 we saw historic achievements with Lizet Cortés becoming the first Mexican-born President of the CUSD Governing Board and with Joaquín Jiménez being elected as the first Mexican-born member of the Half Moon Bay City Council; and

WHEREAS, California Education Code Section 51204.5 calls for instruction in the social sciences to include the study of contributions of Mexican Americans to the economic, political, and social development of California and the nation, with particular emphasis on portraying the role of this group in contemporary society; and

WHEREAS, Hispanic Americans are one of the fastest growing communities in this country and represent 58.9 million or 18% of U.S. residents, 39.3% of California's population (which signifies the nation's largest Hispanic population), and the majority of Cabrillo Unified School District's students;

NOW, THEREFORE, BE IT RESOLVED that the Cabrillo Unified School District Governing Board hereby recognizes, honors, and celebrates the many contributions, heritage, and history of Hispanics, Latinos, Latinas, and Latinx people during our annual commemoration and proclamation of Hispanic Heritage Month; and

FURTHERMORE, BE IT RESOLVED that the Cabrillo Unified School District Governing Board hereby supports display of banners at every school site to help students understand the importance of Hispanic Heritage Month.

REGULARLY PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 10th day of August 2023, by the following vote:

Mary Beth Alexander:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Lizet Cortes:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Carmen Daniel:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Kimberly Hines:	_____ Aye	_____ No	_____ Abstain	_____ Absent
Sophia Layne:	_____ Aye	_____ No	_____ Abstain	_____ Absent

Certified by:

_____
Carmen Daniel
Clerk to the Governing Board
Cabrillo Unified School District

Attest by:

_____
Sean McPhetridge, Ed.D.
Secretary to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Andrew Boysen, Principal, Half Moon Bay High School
Andrew Maggiora, Teacher, Half Moon Bay High School
CATEGORY: Consent/Action
ITEM TITLE: Adoption of Advanced Placement (AP) American Government and Politics Textbook

BACKGROUND INFORMATION

The Half Moon Bay High School requests an updated AP American Government and Politics textbook called Presidential Election Update American Government: Stories of a Nation by Scott Abernathy and Karen Waples, 1st Edition 2021, from Bedford, Freeman and Worth. This textbook will serve 12th grade AP Government students for use at home, as well as provide a class set for use in the classroom. For the past 2 years, there have been three sections of AP Government, which is roughly 105 students. Our AP Government educator has been looking for a new textbook since teaching AP Government beginning in the 2016-17 school year. Our AP Government teacher has been collaborating with other AP Government teachers from high schools around the Bay Area, and Presidential Election Update American Government: Stories of a Nation by Scott Abernathy will provide our HMBHS students with an updated textbook to support the AP American Government standards.
The current textbook being used is severely outdated; published in 2006, this text is now 17 years old. This is not a history class but instead is a political science class, and thus an updated textbook is recommended at minimum every eight years to address recent presidential elections that students need to learn about.

As an existing course that has been taught at HMBHS for many years and an AP course that is overseen by College Board, staff can use both formative and summative assessments in the classroom as well as scores on AP exams to monitor progress using this text.

The student impact will be approximately 100 seniors each school year for a total of approximately 800 students over an approximate 8-year lifespan of the textbook.

This adoption will support LCAP: Goal 2: “College and career readiness increases the percentage of students who are engaged in a curriculum that prepares them to be college and career ready (State priorities 2, 4, 7 & 8).” In addition to being up-to-date and appropriate college-level content, this new text also includes updated scientific information and discoveries made in the ten (10) years since our previous text edition was approved.
The adoption will also support “SPSA Graduation Rate” by updating the curriculum for an AP level course, and thus we will be increasing the opportunity for students to master material necessary to pass the course, the AP American Government and Politics exam, and potentially earn college credits applied to the college of choice.

FISCAL ANALYSIS

The cost of the adoption for the 2023-24 school year is as follows:

140 textbooks: $25,323.69 which includes digital platform and shipping to be paid with Lottery funds.

RECOMMENDATION

Staff recommends that the CUSD Governing Board approve the new AP American Government and Politics textbook entitled Presidential Election Update American Government: Stories of a Nation by Scott Abernathy and Karen Waples, 1st Edition 2021, from Bedford, Freeman and Worth for our Advanced Placement students beginning the 2023-24 school year.

bedford, freeman & worth high school publishers

MPS

This price quote is good for 60 days. BFW High School Publishers is committed to delivering the best value for the program you have adopted. Pricing herein may reflect package discounts. Removing or editing components may cancel any package discounting applied to component items. Prices subject to change, including annual increases in November. Shipping fees are estimated; actual shipping fees may vary.

Purchase Orders: Please attach a copy of this price quote to your purchase order and submit Your Purchase Order To:

MPS 16365 James Madison Highway Gordonsville, VA 22942
Email: highschool@mpsvirginia.com / Toll Free: (540) 672-7744

Quote Number	00095369	Prepared By	Katrina Torres
Created Date	6/22/2023	Phone	(845) 337-8286
		Email	ktorres@bfwpub.com

Contact Name	Andrew Maggiora	Ship To	Half Moon Bay High School Lewis Foster Drive Half Moon Bay, California 94019 United States
Bill To	Half Moon Bay High School Lewis Foster Drive Half Moon Bay, California 94019 United States		

Itemized Products

ISBN	EAN	Product	Edition	Author	Line Item Description	Sales Price	Quantity	Total Price
1319344984	9781319344986	Presidential Election Update American Government: Stories of a Nation	1	Scott Abernathy; Karen Waples		USD 123.27	140.00	USD 17,257.80
1319236588	9781319236588	Document Reader for American Government: Stories of a Nation	1	Scott Abernathy; Karen Waples	Package Price. Regular price 42.07	USD 10.00	140.00	USD 1,400.00
1319512437	9781319512439	LaunchPad for Presidential Election Update American Government: Stories of a Nation (Six-Use Online; Pack Add-On)	1	Scott Abernathy; Karen Waples	#packageprice	USD 39.00	140.00	USD 5,460.00

Itemized Product Total: USD 24,117.80

Free Product: Please include in your PO:

ISBN	EAN	Free Product	Edition	Author	Net Price	Quantity	Your Price
1319358349	9781319358341	Presidential Election Update ExamView Assessment Suite for American Government: Stories of a Nation	1	Scott Abernathy; Karen Waples	USD 490.00	2	$0.00
1319358284	9781319358280	Teacher's Edition with Online Teacher Resources for Presidential Election Update American Government: Stories of a Nation	1	Scott Abernathy; Karen Waples	USD 490.00	2	$0.00

Total Available for Purchase USD 0.00

Shipping Information

Schools are typically tax exempt however if your school is **NOT** tax exempt, please note that your local tax rate will apply to this quote.

Shipping Location Continental US and Puerto Rico

Shipping Fees:	USD 1,205.89
Special Shipping Fees:	USD 0.00
Total Shipping Fees:	USD 1,205.89

Grand Totals

Itemized Products + Shipping Fees:	USD 25,323.69

Instructor Resources

Digital Adopters: Instructor resources will be available within your product; no action needed
Print Only Adopters: Instructor resources can be unlocked by visiting www.bfwpub.com/AdopterTRM

Sole Source Statement: Competition in providing the above named products is precluded by the existence of a copyright. There are no like products available for purchase that serve the same purpose because of exclusive distribution/marketing rights. These products should be purchased directly from BFW (MPS) or its approved depositories. Purchases from any other source would not ensure the item's authenticity/warranty. Unapproved 3rd party vendors cannot provide packages, digital materials or teaching materials. BFW (MPS) cannot provide these items to a school if the student edition has been purchased through a third party. We are the sole source for these items and packages.
Note for Canadian Users: Please note that invoices are issued in CAD, but if payment is to be made via credit card, it will be processed through our US Bank and an exchange rate fee will be applied.
NOTE: If you plan to place an order and will require a signed data agreement, please send to your rep as soon as possible. Agreement reviews take an average of 1-3 weeks to review.

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Sean McPhetridge, Ed.D., Superintendent
Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Israel Castillo, Coordinator of Instruction Categorical/Grants, and Special Projects
CATEGORY: Consent/Action
ITEM TITLE: Approval of Art in Action Renewal Subscription for 2023-2024

BACKGROUND INFORMATION

The CUSD Visual and Performing Arts (VAPA) plan approved on May 12, 2022 supports artistic disciplines such as visual arts, dance, theater, digital arts, vocal, and instrumental arts. The main goal of our VAPA Master Plan is to support TK-12 high-quality, standards-based instruction in one or more of the art disciplines during the school day.

Art In Action provides twelve sequential age-appropriate lessons of high-quality visual art curriculum. The multifaceted lessons develop students' critical-thinking skills, creative confidence, hands-on skills, visual literacy, self-esteem, and an appreciation of other cultures. In addition, our Art in Action has been a successful art program at CUSD that is supported by parent volunteers who run and manage the art classes. To continue with the implementation of the VAPA plan, staff are now requesting the 12-month renewal subscription for the 2023-24 school year. The total cost for the subscription renewal for our 4 elementary schools is $20,000 approximately.

FISCAL ANALYSIS

There is minimal financial impact to the General Fund. VAPA services will be funded through 2023-24 LCAP and State/Federal one time grants.

RECOMMENDATION

Approve as submitted.

art in action

1755 East Bayshore
Suite 24A & 24B
Redwood City, CA 94063
artinaction.org

Invoice

Date	Invoice #
5/12/2023	1269

Bill To

El Granada Elementary School
400 Santiago Street
Half Moon Bay CA 94019
United States

Ship To

El Granada Elementary School
United States

Terms	Due Date	PO #	Start Date	End Date	Quote #
Net 30	6/11/2023		6/1/2023	5/31/2024	9963

Quantity	Description	Rate	Amount
5	Program K: Subscription 12 Mos	230.00	1,150.00
2	Program 1: Subscription 12 Mos	230.00	460.00
2	Program 2: Subscription 12 Mos	230.00	460.00
2	Program 3: Subscription 12 Mos	230.00	460.00
2	Program 4: Subscription 12 Mos	230.00	460.00
2	Program 5: Subscription 12 Mos	230.00	460.00
5	Papers Plus Box24:Program K	175.00	875.00
2	Papers Plus Box24:Program 1	175.00	350.00
2	Papers Plus Box24:Program 2	175.00	350.00
3	Papers Plus Box24:Program 3	175.00	525.00
2	Papers Plus Box24:Program 4	175.00	350.00
2	Papers Plus Box24:Program 5	175.00	350.00
4	Papers Plus Box6:Program 4	50.00	200.00
4	Papers Plus Box6:Program 5	50.00	200.00
			6,650.00
	Discount - Subscriptions & Art Boxes	-10.00%	-665.00
1	Sales Tax	270.15	270.15

Thank you for working with Art In Action!
Billing: leslie@artinaction.org Sales: Sales@artinaction.org
License Activation: katie@artinaction.org

Total	6,255.15
Amount Due	$6,255.15

Invoice

art in action
1755 East Bayshore
Suite 24A & 24B
Redwood City, CA 94063
artinaction.org

Date	Invoice #
4/14/2023	1254

Bill To

Farallone View Elementary School
1100 Le Conte Avenue
Montara CA 94037
United States

Ship To

Farallone View Elementary School
1100 Le Conte Avenue
Montara CA 94037
United States

Terms	Due Date	PO #	Start Date	End Date	Quote #
Net 30	5/14/2023		6/1/2023	5/31/2024	9912

Quantity	Description	Rate	Amount
1	Program K: Subscription 12 Mos	230.00	230.00
1	Program 1: Subscription 12 Mos	230.00	230.00
1	Program 2: Subscription 12 Mos	230.00	230.00
1	Program 3: Subscription 12 Mos	230.00	230.00
1	Program 4: Subscription 12 Mos	230.00	230.00
1	Program 5: Subscription 12 Mos	230.00	230.00
1	ARTbox30:Program K	575.00	575.00
1	ARTbox30:Program 1	575.00	575.00
1	ARTbox30:Program 2	575.00	575.00
1	ARTbox30:Program 3	575.00	575.00
1	ARTbox30:Program 4	575.00	575.00
1	ARTbox30:Program 5	575.00	575.00
1	Papers Plus Box6:Program 5	50.00	50.00
			4,880.00
	Discount - Subscriptions & Art Boxes	-10.00%	-488.00
1	Shipping paid for Art Boxes	375.00	375.00
1	Sales Tax	295.46	295.46

Thank you for working with Art In Action!
Billing: leslie@artinaction.org Sales: Sales@artinaction.org
License Activation: katie@artinaction.org

Total	5,062.46
Amount Due	$5,062.46

Invoice

1755 East Bayshore
Suite 24A & 24B
Redwood City, CA 94063
artinaction.org

Date	Invoice #
5/10/2023	1265

Bill To

Alvin S. Hatch Elementary
490 Miramontes St.
Half Moon Bay CA 94019
United States

Ship To

Alvin S. Hatch Elementary
490 Miramontes St.
Half Moon Bay CA 94019
United States

Terms	Due Date	PO #	Start Date	End Date	Quote #
Net 30	6/9/2023		6/1/2023	5/31/2024	9836

Quantity	Description	Rate	Amount
4	Program K: Subscription 12 Mos	230.00	920.00
4	Program 1: Subscription 12 Mos	230.00	920.00
4	Program 2: Subscription 12 Mos	230.00	920.00
4	Program 3: Subscription 12 Mos	230.00	920.00
4	Program 4: Subscription 12 Mos	230.00	920.00
3	Program 5: Subscription 12 Mos	230.00	690.00
4	Papers Plus Box24:Program K	175.00	700.00
4	Papers Plus Box24:Program 1	175.00	700.00
3	Papers Plus Box24:Program 2	175.00	525.00
2	Papers Plus Box24:Program 3	175.00	350.00
3	Papers Plus Box24:Program 4	175.00	525.00
3	Papers Plus Box24:Program 5	175.00	525.00
			8,615.00
	Discount - Subscriptions & Art Boxes	-10.00%	-861.50
1	Shipping paid for Art Boxes	275.00	275.00
1	Sales Tax	280.69	280.69

Thank you for working with Art In Action!
Billing: leslie@artinaction.org Sales: Sales@artinaction.org
License Activation: katie@artinaction.org

Total	8,309.19
Amount Due	$8,309.19

art in action

1755 East Bayshore
Suite 24A & 24B
Redwood City, CA 94063
artinaction.org

Invoice

Date	Invoice #
3/28/2023	1199

Bill To

Kings Mountain Elementary School
211 Swett Road
Woodside CA 94062
United States

Ship To

Kings Mountain Elementary School
211 Swett Road
Woodside CA 94062
United States

Terms	Due Date	PO #	Start Date	End Date	Quote #
Net 30	4/27/2023		6/1/2023	5/31/2024	9834

Quantity	Description	Rate	Amount
1	Program K: Subscription 12 Mos	230.00	230.00
1	Program 2: Subscription 12 Mos	230.00	230.00
1	Program 4: Subscription 12 Mos	230.00	230.00
1	Papers Plus Box24:Program K	175.00	175.00
1	Papers Plus Box24:Program 2	175.00	175.00
1	Papers Plus Box24:Program 4	175.00	175.00
1	STEAM Subscription 12 mos: K-1	120.00	120.00
1	STEAM Subscription 12 mos: 2-3	120.00	120.00
1	STEAM Subscription 12 mos: 4-5	120.00	120.00
1	STEAM Papers Plus Box24: K-1	55.00	55.00
1	STEAM Papers Plus Box24: 2-3	55.00	55.00
1	STEAM Papers Plus Box24: 4-5	55.00	55.00
			1,740.00
	Discount - Subscriptions & Art Boxes	-15.00%	-261.00
1	Sales Tax	55.02	55.02

Thank you for working with Art In Action!
Billing: leslie@artinaction.org Sales: Sales@artinaction.org
License Activation: katie@artinaction.org

Total	1,534.02
Amount Due	$1,534.02

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Israel Castillo, Coordinator of Instruction Categorical/Grants, and Special Projects
CATEGORY: Consent/Action
ITEM TITLE: Approval of Music for Minors MOU for 2023-24 School Year

BACKGROUND INFORMATION

The CUSD Visual and Performing Arts (VAPA) plan approved on May 12, 2022 supports artistic disciplines such as visual arts, dance, theater, digital arts, vocal, and instrumental arts. The main goal of our VAPA Master Plan is to support TK-12 high-quality, standards-based instruction in one or more of the art disciplines during the school day. Our commitments are embedded in equity to provide access to VAPA opportunities for all CUSD students, including our at-promise students.

The increase and standardization of VAPA opportunities across our district are part of our goals defined in our VAPA Master Plan. Our existing partnership with Music for Minors (MFM) will support our district VAPA goals, particularly at the elementary level. The renewal of our MFM contract for the 2023-24 school year will provide our at-promise students with expanded learning opportunities and increased access to performing arts through the delivery of a clearly articulated Scope and Sequence of lessons and performing arts concepts.

FISCAL ANALYSIS

There is no financial impact to the General Fund. A total of $93,773.20 of Local Control Accountability Plan (LCAP) funds (LCAP Goal 5 Action 3) will be used to contract with Music for Minors (MFM).

RECOMMENDATION

Approve as submitted.

music for minors

District Contract

2023-24

School Year

Prepared For:

Cabrillo Unified School District

Sean McPhetridge, Ed.D

mcphetridges@cabrillo.k12.ca.us

From:

Music for Minors

Stephanie Stroud

Senior Director of Programs

AGREEMENT FOR SERVICE BETWEEN
Cabrillo Unified School District AND MUSIC FOR MINORS, INC.

This AGREEMENT is made as of 07 / 11 / 2023 by and between Cabrillo Unified School District (DISTRICT) and Music for Minors, Inc., a non-profit 501(c)3 organization, 200 Industrial Road, Suite 195, San Carlos, CA 94070 (MFM).

Whereas, MFM serves as a non-profit music education organization in Northern California; and

Whereas, MFM desires to provide its music education program services to the DISTRICT; and

Whereas, the DISTRICT desires to retain services for the administration of the MFM professional music education services provided by MFM Educators.

Now, therefore, the parties agree as follows:

1. SERVICES
MFM agrees to provide professional music education services to the DISTRICT in accordance with the terms and conditions of this AGREEMENT, inclusive of Exhibit A and Exhibit B ("SERVICES").

It is understood that this AGREEMENT by and between the DISTRICT and MFM is not intended to and shall not be construed to create the relationship of agent, servant, employee, joint venture or associations, or any other relationship whatsoever with the MFM Educators and there is no relationship other than that of Independent Contractor between the DISTRICT and MFM.

MFM will retain MFM Educators for delivery of SERVICES for the DISTRICT. Unless otherwise specified herein, the MFM Educators are employees of MFM. The DISTRICT agrees not to solicit for employment MFM Educators for a DISTRICT general music program or to encourage MFM Educators to otherwise leave the employment of MFM without the prior written consent of MFM.

In providing the SERVICES, MFM shall:

- Implement, administer, and oversee the SERVICES
- Hire, supervise, compensate, and provide professional development for MFM Educators
- Provide teaching kits and equipment resources for MFM Educators
- Maintain its comprehensive and sequential standards-based music education curriculum, and periodically evaluate and modify lesson plans
- Design and implement program evaluation procedures and student assessments
- Design, administer, and make data available for Principal and Classroom Teacher satisfaction surveys
- Meet with Principals and DISTRICT personnel as required to effectively manage the SERVICES

Both DISTRICT and MFM will use their best efforts to maintain a healthy partnership and adhere to the stakeholder roles and communication standards described in Exhibit B.

2. FINGER PRINTING AND BACKGROUND CHECKS

In accordance with California State Education Code, MFM requires MFM Educators to complete California Department of Justice and FBI criminal background checks. Upon request from DISTRICT, MFM will provide DISTRICT written verification that all current MFM Educators have completed and cleared this process.

3. COMPENSATION

The DISTRICT agrees to the payment terms stated in Exhibit A.

MFM agrees to perform the SERVICES for the payments detailed in Exhibit A. This includes all MFM Educator costs, orientation, materials (including instruments, music resources, online curriculum, digital resources, etc.), administrative overhead, and liability insurance.

If the cumulative actual number of classrooms participating in the program delivered falls below or exceeds the estimated totals in Exhibit A at contract signature date, the program fee schedule and invoicing shall be adjusted at the rate per class described in Exhibit A.

In the case of a shortfall in number of sessions contracted, MFM will refund the DISTRICT $30 per 30min session and $45 per 45min session.

4. PROGRAM IMPLEMENTATION

The DISTRICT agrees to the program implementation terms stated in Exhibit B.

5. INTERRUPTION OF SERVICES

In the event that there is an interruption of services for any reason beyond the control of MFM (e.g. school closure, fire, power outage, immediate action response, rescheduling complexity, school transitions between distance learning/hybrid/in-person instruction, etc.) which prevents in-person or planned distance learning delivery of SERVICES, MFM will continue to compensate its Educators as if they had taught the cancelled lessons and MFM will make reasonable efforts to reschedule the services to those classes impacted by the cancellations according to the regular weekly music instruction schedule or provide an alternative format in support of distance learning. Mid-year rescheduling requests are not guaranteed and can take one to four weeks to implement. MFM will neither guarantee that it will reschedule the classes nor reimburse or credit DISTRICT for the classes that are not rescheduled. Prerecorded digital video lessons will be provided to fulfill remaining contract obligations when in-person or planned distance learning delivery methods are interrupted for extended time.

6. EQUAL EMPLOYMENT OPPORTUNITY

In connection with the performance of this AGREEMENT, MFM shall not discriminate against any employee or applicant for employment based on status in any protected class under California law.

7. PROPRIETARY INFORMATION

MFM owns all right, title and interest, including all related intellectual property rights, in and to the teaching curriculum, technology, content, videos, instruments, and the SERVICES provided by MFM. The MFM logo and the product names associated with the SERVICES are trademarks of MFM and no right or license is granted to use them by this AGREEMENT.

8. INSURANCE

MFM carries liability insurance to cover general liability for SERVICES provided under this AGREEMENT. The DISTRICT is responsible to provide a safe environment for MFM to provide SERVICES.

9. INDEMNIFICATION

MFM agrees to indemnify, defend, and hold harmless the DISTRICT, its employees, and agents from any and all claims, damages, and liability in any way occasioned by or arising from the performance of services under this AGREEMENT. The DISTRICT agrees to indemnify, defend, and hold harmless MFM, its employees, and agents from any and all claims, damages, and liability in any way occasioned by or arising from any act or conduct of the DISTRICT or DISTRICT personnel.

10. DISPUTE RESOLUTION

Should any dispute arise out of this AGREEMENT, the highest-level representatives each of DISTRICT and MFM shall meet and exert reasonable, good faith efforts to resolve the dispute. Should such meeting not resolve the dispute, the DISTRICT and MFM shall submit to the American Arbitration Association (AAA) the dispute for mediation, selecting a mutually acceptable mediator and using the mediation procedures of the AAA. The costs of mediation, if any, shall be shared equally by DISTRICT and MFM. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of the settlement. If a mediated settlement is not reached, the dispute shall be submitted to AAA for binding arbitration.

11. TERMINATION

Either party may terminate this Agreement upon 30 days written notice to the other party. In the event that DISTRICT terminates this Agreement, DISTRICT shall pay MFM as follows:

- 25% of full contract amount which is non-refundable
- 50% of full contract amount for termination notification after program start date
- 100% of full contract amount for termination notification after completion of half the contracted number of sessions

In the event of termination by MFM, MFM shall refund to DISTRICT the program fees for SERVICES not rendered.

In witness thereof, the parties hereto have executed this Agreement by their duly authorized officers:

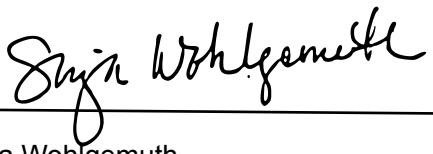
Cabrillo Unified School District
By Signature of District Officer and Title

_____ _____

Date

Sean McPhetridge, Ed.D
Superintendent
498 Kelly Avenue
Half Moon Bay, CA 94019

Music for Minors, Inc.
By Signature of Officer and Title



7/11/23

Date

Sonja Wohlgemuth
Chief Executive Officer
Music for Minors
200 Industrial Road, Suite 195
San Carlos, CA 94070

EXHIBIT A

PROGRAM SCOPE, FEES, AND PAYMENT TERMS BETWEEN Cabrillo Unified School District AND MUSIC FOR MINORS, INC.

SCOPE

Delivery of the MFM SERVICES for the 2023-24 school year at DISTRICT with the number of classes, sessions and session duration(s) described in this EXHIBIT A.

Individual school sites served by this contract include: El Granada Elementary School,Farallone View Elementary School,Alvin Hatch Elementary School,Kings Mountain Elementary School

FEES

School	Grades	# of Classrooms	Session Duration (in minutes)	Standard Fee per Class	Subsidy %	Subsidized Fee per Class	Total Standard Fees	Total Subsidized Fees
30 Minute Sessions - 30	TK - 3	34	30	$2,333.00	20 %	$1,866.40	$79,322.00	$63,457.60
45 Minute Sessions - 30	4 - 5	13	45	$2,814.00	20 %	$2,251.20	$36,582.00	$29,265.60
Recorder Rental	3 - 5	21		$50.00	0 %		$1,050.00	$1,050.00
						Total		**$93,773.20**

PAYMENT TERMS

District Contracts	School Contracts

Payment #1: due August 15, 2023 Payment #2: due December 15, 2023	Payment #1: due August 15, 2023 Payment #2: due December 15, 2023

BILL TO: Cabrillo Unified School District Attn: Leticia Bhatia 498 Kelly Avenue Half Moon Bay, CA 94019 (650) 865-5119 bhatial@cabrillo.k12.ca.us	**PAYABLE TO:** Music for Minors, Inc. Attn: Brian Ho, Sr Director of Operations & Administration 200 Industrial Road, Suite 195 San Carlos, CA 94070 (650) 237-9130 admin@mfm.org

EXHIBIT B
PROGRAM IMPLEMENTATION TERMS BETWEEN Cabrillo Unified School District AND MUSIC FOR MINORS, INC.

1. PROGRAM START DATES

Program start date for the 2023-24 school year is: **September 11, 2023.**

2. SCHEDULING DEADLINES

Scheduling instructions shall be communicated from MFM to the principal of each school or other designated school liaison. Initial Requests and Final Reviews shall be submitted from the school to MFM by the dates indicated below; failure to do so may result in a late program start or risk the school not receiving all sessions. MFM staff will outline appropriate master schedules that take into consideration school requests and MFM educator availability.

June 01-30th : Initial Schedule Request

Include bell schedule, other relevant schedules (library, PE, etc), days of week, "Lower" (Grades TK-2) or "Upper" (Grades 3-5) designation of each day, and tentative number of classes per day. The school may choose to submit final requests by this date as well.

August 01-15th: Final Review

MFM will provide class time, travel time, break time, grade, teacher name, teacher email, and room number. Schedules are not considered final until they meet scheduling guidelines provided to MFM scheduler. *Final schedules or significant revisions submitted after this date may result in a late program start and risk of reduced number of total sessions.*

Failure on the part of the school to meet above deadlines negatively impacts MFM's ability to hire, train, and assign MFM Educators and meet agreed upon program start dates. In these cases, Exhibit A (Program Scope, Fees, and Payment Terms) remains in effect regardless of late starts or an inability of MFM to provide all sessions.

All Educators are employees of MFM. All schedules must follow Federal and State employment laws and shall adhere to the following:

- 10-minute mandatory break for every four hours worked, near the second hour
- 30-minute mandatory lunch break for every five hours worked
- 5 minutes travel between classrooms, unless additional time is reasonably required

Excessive time on a schedule not spent teaching, traveling, or on a mandatory break may result in additional fees to compensate for hourly wages paid to the MFM Educator.

MFM requires that class sizes not exceed the limitations set out in California Education Code sections 41376 and 41378. However, in the case of instrumental classes, MFM imposes the limitation on class size does not exceed 20 to support appropriate delivery and intended program outcomes.

3. SESSION CANCELLATION POLICY

- **MFM Cancellation**: Make-up sessions will be scheduled with the Classroom Teacher for any MFM cancellations or unplanned absences.
- **DISTRICT Cancellation**: Cancellations must be communicated to the MFM Program Manager with no less than **one week's notice** to be eligible for makeup. MFM grants up to two (2) DISTRICT cancellations of this

nature. Additional cancellations beyond this threshold will only be made up at MFM's discretion.

4. WIFI ACCESS

The DISTRICT is responsible to provide WiFi access, and support, for Educators while on school campuses for in-person delivery to access the www.mfm.org online curriculum website in order to provide SERVICES.

5. DISTANCE LEARNING MODIFICATIONS

As necessary, MFM will deliver music classes synchronously and remotely via an online video meeting platform to students until in-person instruction can resume. Zoom is the preferred platform for MFM delivery. Classroom teacher attendance requirements shall be determined by the school district or principal and are not required by MFM during online instruction. Classroom Teachers are responsible for distributing the video meeting link to their students and instructing them to attend. Curriculum is modified for distance learning format and safety protocols.

6. HEALTH AND SAFETY PROTOCOLS

MFM is in full compliance with health and safety protocols, as required by county regulations and district guidelines. MFM requires its educators to be fully vaccinated, as well as to use necessary protective equipment and adhere to modifications in program delivery. If safety measures require a temporary shift from in-classroom delivery, MFM Management will work directly with DISTRICT to coordinate alternate indoor or outdoor space that meets MFM guidelines for suitable conditions.

7. EMERGENCY AND SAFETY DRILLS

MFM Educators will be trained on general procedures in the event of emergency and safety drills but requests the DISTRICT to work with MFM Management to communicate site-specific procedures and guidelines.

8. ROLES AND RESPONSIBILITIES

A. Traditional In-Person Delivery Roles and Responsibilities

School Principal shall

- Provide schedules by dates listed above, or delegate responsibility to another school representative
- Notify MFM Sr Director of Programs of any issues or concerns in a timely fashion and support prompt resolution
- Ensure music sessions are scheduled for no more than the typical district class enrollment size or seek prior written agreement with MFM Sr Director of Programs
- Notify programs@mfm.org, or your designated program manager, of any disruptions to regular schedule (e.g. testing, field trips, etc)
- Ensure Classroom Teachers remain in the classroom during music sessions; many MFM Educators are not credentialed teachers
- Encourage Classroom Teachers to support classroom management during music lessons and to complete MFM program surveys twice a year

Classroom Teacher shall

- Remain in the classroom during music sessions, attentive and actively participating
- Provide classroom management support
- Offer guidance regarding your specific classroom culture and classroom management style
- Create a suitable classroom space for music instruction
- Provide all students with name tags visible during the music lesson

- Communicate with MFM Educator to reschedule any makeup lessons
- Communicate any program concerns to the principal who may contact the MFM Sr Director of Programs
- Complete MFM program surveys twice a year
- Understand lesson cancellation policy

MFM Educator shall

- Demonstrate respect and sensitivity to the Classroom Teacher and students
- Display a passion for music education
- Teach the comprehensive and sequential standards-based MFM curriculum
- Arrive on time and be prepared for each music session
- Partner with the Classroom Teacher who will provide guidance on effective classroom instruction their specific classroom environment
- Proactively work with the Classroom Teacher to address any planned absences and make-up lessons
- Immediately call the school office and email both the Classroom Teacher and MFM to inform them of any unplanned absences
- Advise the Classroom Teacher of anticipated program completion date

MFM Management

- Oversee MFM Educator delivery of curriculum, including training, observations, and professional development.
- Communicate with School Principal any significant changes in scheduling or MFM Educator assignments, significant program delivery or satisfaction issues, and/or any other issue affecting fees significantly.
- Meet with School Principal or MFM Educator as needed to resolve issues and promote a successful music program for all students.
- Maintain online schedule that is available to Principals and Classroom Teachers
- Administer MFM program surveys

B. Modified Distance Learning Delivery Roles and Responsibilities

School Principal shall

- Provide schedules by dates listed above, or delegate responsibility to another school representative
- Notify MFM Sr Director of Programs of any issues or concerns in a timely fashion and support prompt resolution
- Ensure music sessions are scheduled for no more than the typical district class enrollment size or seek prior written agreement with MFM Sr Director of Programs
- Notify programs@mfm.org, or your designated program manager, of any disruptions to regular schedule (e.g. testing, field trips, etc)
- Encourage Classroom Teachers to support MFM Educator with classroom management questions and to complete MFM program surveys twice a year

Classroom Teacher shall

- May be excused by district or principal from music class sessions due to online format
- Distribute class meeting link and instruct students to attend
- Act as a resource for MFM Educator for classroom management suggestions and other questions if needed
- Offer guidance regarding your specific classroom culture and classroom management style
    - Communicate with MFM Educator to reschedule any makeup lessons

- Communicate any program concerns to the principal who may contact the MFM Sr Director of Programs
- Complete MFM program surveys twice a year
- Understand lesson cancellation policy

MFM Educator shall

- Demonstrate respect and sensitivity to the Classroom Teacher and students
- Display a passion for music education
- Teach the modified comprehensive and sequential standards based MFM curriculum
- Begin zoom, or similar, music class sessions on time and be prepared for each session
- Proactively work with the Classroom Teacher to address any planned absences and make-up lessons
- Immediately call the school office and email both the Classroom Teacher and MFM to inform them of any unplanned absences
- Advise the Classroom Teacher of anticipated program completion date

MFM Management shall

- Oversee MFM Educator delivery of modified curriculum, including training, observations, and professional development
- Communicate with School Principal any significant changes in scheduling or MFM Educator assignments, significant program delivery or satisfaction issues, and/or any other issue affecting fees significantly
- Communicate with School Principal or MFM Educator as needed to resolve issues and promote a successful music program for all students
- Maintain online schedule with Zoom, or similar, meeting links that is available to Principals and Classroom Teachers
- Administer MFM program surveys

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Israel Castillo, Coordinator of Instruction Categorical/Grants, and Special Projects
CATEGORY: Consent/Action
ITEM TITLE: Spanish Immersion Parent Organization (SIPA) Dual Language Coordinator 2023-2024 Contract

BACKGROUND INFORMATION

The Spanish Immersion Parent Association (SIPA) exists to support the Two-Way Bilingual Immersion program of the Cabrillo Unified School District. They support the K-12 program at Hatch Elementary School, Cunha Intermediate, and Half Moon Bay High School. For the past three years SIPA has supported the Dual Immersion Program with a $10,000 grant to pay for a Dual Language Coordinator at the district level under the supervision of the Deputy Superintendent of Educational Services to coordinate efforts on the following priority areas:

- To standardize policies and procedures across the program (such as scope-and-sequence for the Spanish language, policies regarding referrals and retention for language learners, student recruitment, lottery procedures, look into extending sibling allowance to 12th grade, and placement into proper HS Spanish classes) and monitor their implementation
- To support with a needs assessment of materials in the partner language
- To coordinate with feeder elementary/middle and continuation middle/high school administrators to ensure articulation of program design and curriculum across K-12 TWBI programs
- Organize ongoing professional development activities, coach program teachers, and mentor new staff
- Work with school and district administrators to create criteria for teacher recruitment and hiring, and serve on interview committees (where appropriate)
- Participate in a comprehensive professional development plan that aligns competencies related to distance learning
- Work with teachers to monitor new curriculum and adapt it to pandemic learning ensuring they are articulated within and across grade levels.

FISCAL ANALYSIS

There is no financial impact to the general fund.

RECOMMENDATION

Approve as submitted.

AGREEMENT FOR SERVICE BETWEEN
THE CABRILLO UNIFIED SCHOOL DISTRICT AND CONTRACTOR

This agreement is made as of this day of May 23, 2023, by and between the Cabrillo Unified School District ("CUSD") and Spanish Immersion Parent Association of CUSD (SIPA) ("CONTRACTOR") to provide services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. SERVICES in consideration of the payments hereinafter set forth, CONTRACTOR shall perform services for CUSD in accordance with the terms, conditions, and specifications set forth herein:

   The CONTRACTOR agrees to provide a TK-12th Grade Dual Language Program Coordinator, Joyce Hodge.

   Under the supervision of the Assistant Superintendent, the job duties described below will be prioritized. The following are some duties that may be taken on by the TWBI/dual-language coordinator at the school or district level. In some cases, more than one individual will be needed to attend to all of these responsibilities.

   Priority Tasks for the Dual Language Coordinator:

   - Generate branding & goodwill of the program throughout the community, dispelling rumors and myths, and illuminating success stories
   - Coordinate recruitment of new students and conduct informational sessions in the community for prospective families for the goal of filling 3 TWBI kindergarten classes/year
   - Coordinate with tech-savvy SIPA board members and teachers to extend marketing and PR efforts to social media
   - Attend monthly SIPA board meetings to present actions and accomplishments Attend and assist at Cunha/Hatch TWBI teacher collaboration meetings Communicate with Cunha administration information about the program, discuss needs and ways to improve, and expected student numbers for next year Intra-school program articulation, communication and collaboration between teachers and administrators
   - Research how to incorporate community members into immersion teaching Updates to the CUSD Governing Board about SIPA/TWBI program Bring speakers to schools to talk about the benefits of being bilingual

   REPRESENTATIVE DUTIES:

   Coordination

   Coordinate efforts to standardize policies and procedures across the program (such as scope-and-sequence for the Spanish language, policies regarding referrals and retention for language learners, student recruitment, lottery procedures, look into extending sibling allowance to 12th grade, and placement into proper HS Spanish classes) and monitor their implementation

   Support with a needs assessment of materials in the partner language

   Coordinate with feeder elementary/middle and continuation middle/high school administrators to ensure articulation of program design and curriculum across K-12 TWBI programs

   Staff and Professional Development

   Organize ongoing professional development activities, coach program teachers, and mentor new staff

   Work with school and district administrators to create criteria for teacher recruitment and hiring, and serve on interview committees (where appropriate) Participate a comprehensive professional development plan that aligns competencies related to distance learning

   Curriculum and Instruction

   Work with teachers to monitor new curriculum and adapt it to pandemic learning ensuring they are articulated within and across grade levels.

Compensation

- Coordinator will submit invoices to the district periodically, billing $65/hour, up to a maximum of $10,000 for the school year 2023-2024
- SIPA will reimburse CUSD the amount paid to the Coordinator, up to $10,000.

Other

SIPA will provide necessary tools and technology needed to support the program.

2. TERM OF AGREEMENT: The term of this agreement is from

3. COMPENSATION: The CONTRACTOR agrees to perform all the services of this agreement not to exceed $10,000.

4. PAYMENT: The CONTRACTOR shall submit an invoice detailing the services performed during the billing period at the end of each month. The contractor is responsible to comply with all state and federal tax requirements and is the CONTRACTOR'S sole responsibility.

5. EQUIPMENT AND MATERIALS: CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of the Agreement.

6. USE OF SUBCONTRACTORS: CONTRACTOR shall not assign this Agreement or any portion thereof to a third party without the prior written consent of CUSD.

7. LICENSES AND PERMITS: It shall be the CONTRACTOR's responsibility to obtain and keep in force any license, permit or approval required from any agency for work/services to be performed at his/her own expense, prior to commencement of said work/services or forfeit any right to compensation under this Agreement.

8. COMPLIANCE WITH STATE, FEDERAL, AND LOCAL LAWS, REGULATIONS, AND ORDINANCES: CONTRACTOR and all subcontractors shall ensure compliance with all state, federal and local laws or rules applicable to performance of the work required under this agreement, and shall execute all necessary certifications of compliance therewith.

9. RELATIONSHIP OF THE PARTIES: CONTRACTOR agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor and not as an employee of CUSD and that CONTRACTOR acquires none of the rights, privileges, powers or advantages of CUSD employees.

10. INSURANCE: CONTRACTOR shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect CONTRACTOR and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from CONTRACTOR's operations under this Agreement, whether such operations be by CONTRACTOR, any subcontractor, anyone directly or indirectly employed by either of them, or by an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amount(s) specified below:

☒ Comprehensive General Liability... $1,000,000 (applies to all agreements)
____ Motor Vehicle Liability Insurance.. $1,000,000 (to be checked if motor vehicle used in performing services)
____ Professional Liability..... $1,000,000 (to be checked if Contractor is a licensed professional)

The CONTRACTOR will provide proof of insurance and will identify CUSD as an additional insured.

11. WAIVER: No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.

12. EQUAL EMPLOYMENT OPPORTUNITY: In connection with the performance of this Agreement, the CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, physical handicap, or national origin.

13. HOLD HARMLESS: CONTRACTOR agrees to indemnify and defend the District, its employees, and agents from any and all claims, damages, and liability in any way occasioned by or arising out of the performance of this agreement.

14. DISPUTE RESOLUTION: Should any dispute arise out of this Agreement, the Parties should meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. The costs of the mediator, if

any, shall be shared by the CONTRACTOR and CUSD. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of this settlement. Neither party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediated resolution.

15. GOVERNING LAW: This Agreement, including any exhibits, shall for all purposes be deemed subject to the laws of the State of California, and in the event of a lawsuit concerning this Agreement shall be venued in the County of San Mateo.

16. TERMINATION: CUSD may at any time terminate this Agreement upon written notice to CONTRACTOR. CUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, CUSD may terminate this agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, CUSD may secure the required services from another contractor. If the cost to CUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.

17. COMPLETENESS OF AGREEMENT: This Agreement constitutes the entire understanding of the parties and any changes shall be agreed to in writing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers:

Cabrillo Unified School District

_____

J Jesus Contreras
Deputy Superintendent of Business Services

Date: _____

Contractor

_____

Contractor Name: Kendra Holland (SIPA Representative)
Address: 490 Miramontes Avenue
City/State: Half Moon Bay, California
Zip: 94019

Date: _____

_____

Sean McPhetridge, Ed.D
Superintendent

Date: _____

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Andrew Boysen, Principal, Half Moon Bay High School
Lisa Longaker, CTE Coordinator
CATEGORY: Consent/Action
ITEM TITLE: Approval of 2023-24 Agricultural Education Incentive Grant

BACKGROUND INFORMATION

The Agricultural Education Incentive Grant (AIG) Program (California Senate Bill 813 [1983] and California Education Code, Article 7.5 Agriculture Career Technical Education Incentive Program (sections 52460-52462)) provides support for agricultural education programs to improve the quality of their agricultural career technical education (CTE) programs.

This AIG will provide up to $30,810.00 to support the Agriculture Program at Half Moon Bay High School by funding instructional materials, teacher and student travel and conferences including Future Farmers of America (FFA), and improvements to the greenhouses and outdoor Ag Lab/Farm facilities.

If awarded, the AIG requires a 1:1 match of general funds earmarked for CTE. Both CTE expenditures from the general fund and other CTE grants can be used as matching funds for the AIG grant including the Career Technical Education Incentive Grant (CTEIG), the Carl D. Perkins V grant, and Strong Workforce grants, providing an additional $30,810.00 from other sources to support CTE. This AIG also demonstrates that CUSD is leveraging and “braiding” CTE funds, thus giving CUSD special consideration when applying in the future for other CTE grants.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Approve as submitted.

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California Department of Education

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT

2023–24 APPLICATION FOR FUNDING

(Due Date: To be received in Regional Supervisor's Office by August 1, 2023)

PROJECT DURATION: JULY 1, 2023 TO JUNE 30, 2024

School Site: Half Moon Bay High School

District: Cabrillo Unified School District

Certification:
I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

DocuSigned by: Jesus Contreras 56DEDF72A1D443C...
Electronic Signature of Authorized Agent

DocuSigned by: Andy Boysen 270EF4216054496...
Electronic Signature of Principal

DocuSigned by: Hana Lani Hanson 209EAA84B0B74D3...
Electronic Signature of Agriculture Teacher Responsible for Program

Agriculture Teacher Summer Contact Cell Number: (650) 766-6869

Local Education Agency (LEA) Board Approval Date: 8/10/2023

Printed Name of Agriculture Teachers:

Hana Lani Hanson

Gayle Smith

DocuSign Envelope ID: C977F9D6-7AB3-42D8-930C-12B89D7999FE

PART A – Base Level Funding

In order to qualify for the Agriculture Education Incentive Grant an LEA must meet all the following criteria or provide a Variance approved by the Regional Supervisor for each criterion not met. All evidence must be included with the original application submitted to the Regional Supervisor.

NOTE: Stand-alone middle school programs will only be required to complete PART A. However, they may elect to complete the additional parts if they qualify for additional funding.

Please check each criterion currently being met:

☑ 1. Properly Credentialed Teachers
- Log onto CTC and provide printout of credentials or provide a copy of current credentials.

☑ 2. Professional Development
- Provide printout from teacher journal in AET verifying professional development activities.

☑ 3. Course Sequence
- Provide documents/evidence of at least one three-year course sequence.

☑ 4. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE)
- Provide copy of course syllabus identifying grading of FFA and SAE.

☑ 5. Alternative Credits
- Submit description of at least one course meeting A-G, Duel Enrollment, Articulation, etc.

☑ 6. Future Farmers of America Constitution and By-Laws
- Provide a copy of the current Chapter Constitution and Bylaws with the election of officers highlighted.

☑ 7. Future Farmers of America Meetings
- Use meeting manager in AET or provide minutes for a minimum of six-chapter meetings.

☑ 8. Agriculture Advisory Committee
- Provide meeting minutes for two Agriculture Advisory Committee meetings.

Checking all the required criteria as being met qualifies the LEA for Part A funding. Verification of meeting each criteria must be provided to the Regional Supervisor.

Qualified Program ($4,500 to each site)	$ 4,500
Number of Agriculture Teachers teaching at least one approved agriculture course?	2
Teacher based funding (Number of teachers x $500)	$ 1000
Number of Students as identified on the 2022-23 FFA Membership roster?	156

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Student based funding (Number of students x $10)	$ 1560
Class size funding A (number of teachers meeting level A in all classes – 30 in classroom/25 in shop classes)	1
Class size A funding (Number of teachers meeting level A class size x $1,000)	$ 1000
Class size funding B (number of teachers meeting level B in all classes – 28 in classroom/22 in shop classes)	1
Class size B funding (Number of teachers meeting level B class size x $2,000)	$ 2000
TOTAL PART A FUNDING	$ 9560

PART B – Additional Funding

LEA's may qualify for additional funding based on their ability to meet specific classroom, leadership, and experiential learning (SAE) criteria. It is not necessary for a program to meet all criteria in each category to be eligible to receive additional funding. Verification of meeting criteria will be taken from entries in the Agricultural Experience Tracker (AET). The AET report will be developed based on data as of June 30. Funding in each section will be based on the number of points accumulated in that section. This report will be used to complete Part B and will be included as part of the application.

Based on the 2022-23 Agricultural Education Incentive Grant Report, and points accumulated, the LEA may qualify for base level funding through the classroom section, leadership section, and experiential learning (SAE) section.

An LEA shall qualify for Part B funding in each section if they meet the predetermined base level. Bonus funding is earned if a program exceeds the predetermined base level by twenty percent (20%). LEA's meeting the base level shall receive $2,250 plus $250 per qualified teacher. LEA's meeting the bonus level shall receive an additional $2,250 plus an additional $250 per qualified teacher.

Note: An LEA may qualify for Level A, Level B, or no funding in each section but shall not qualify for both funding levels in a section. Example: The LEA qualifies for Level A funding in the Classroom Section, Level B in the Leadership Section and no funding in the SAE section.

Classroom Section

Level A Funding Points – 355-535	Level B Funding Points – 536+
Points Earned as Identified in the AET Report	501.9
Level A Funding (number of teachers x $250) + $2,250	$ 2750
Level B Funding (number of teachers x $500) + $4,500	$
TOTAL CLASSROOM SECTION FUNDING	$ 2750

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Leadership Section

Level A Funding Points – 285-445	Level B Funding Points – 446+
Points Earned as Identified in the AET Report	548.7
Level A Funding (number of teachers x $250) + $2,250	$
Level B Funding (number of teachers x $500) + $4,500	$ 5500
TOTAL LEADERSHIP SECTION FUNDING	$ 5500

Experiential Learning (SAE) Section

Level A Funding Points – 595-935	Level B Funding Points – 936+
Points Earned as Identified in the AET Report	1027.8
Level A Funding (number of teachers x $250) + $2,250	$
Level B Funding (number of teachers x $500) + $4,500	$ 5500
TOTAL EXPERIENTIAL LEARNING (SAE) SECTION FUNDING	$ 5500
TOTAL PART B FUNDING	$ 13750

PART C – Program Funding

LEA's may qualify for additional funding based on their ability to meet specific program criteria. To qualify for Program Funding, a program must show evidence of meeting all criteria identified. Evidence must be submitted at the time the original application is submitted to the Region Supervisor.

To qualify for PART C – Program Funding, a site must show evidence of meeting the following. If any item is not met, the program is not eligible to apply for PART C funding.

☑ Each teacher (50% of their teaching load in agriculture) must have participated in eight approved professional development activities.

☑ Agenda and Minutes for three Agriculture Education Advisory Committee meetings.

☑ Each teacher (50% of their teaching load in agriculture) must have an extended contract and/or a project supervision period. The project supervision period must be in addition to the provided prep period.

If a program has met the three required criteria they are eligible for funding and must complete the following Sections.

Section A – Earn one point for each criteria met.

Held an FFA Officer team retreat or other planning activity prior to the start of school and continued to hold meetings during the year to plan FFA activities. _____

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In addition to the Agricultural Education Advisory Committee the program has an Agriculture Boosters Club and/or an FFA Alumni Chapter.	1
Program hosted a Student Teacher.	
Total Points Section A (3 points possible)	1
Section B – Earn points based on AET "California Ag CTE Incentive Grant Application Report	
Points Earned as Identified in the AET Report for D-Program	157
Total Points Part C (Section A + Section B)	158

Level A Funding Points – 120-139	Level B Funding Points – 140+
Level A Funding ($5,000)	$
Level B Funding ($7,500)	$ 7500
TOTAL PART C FUNDING	$ 7500

PART A Base Level Funding	$ 9560
PART B Additional Funding	$ 13750
PART C Program Funding	$ 7500
GRAND TOTAL FUNDING	$ 30810

DocuSign

Certificate Of Completion

Envelope Id: C977F9D67AB342D8930C12B89D7999FE
Status: Completed
Subject: Complete with DocuSign: AIG 23-24 Application.pdf
Source Envelope:
Document Pages: 5 Signatures: 3 Envelope Originator:
Certificate Pages: 5 Initials: 0 Rosibel Acosta
AutoNav: Enabled AcostaR@cabrillo.k12.ca.us
EnvelopeId Stamping: Enabled IP Address: 50.219.42.178
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Record Tracking

Status: Original Holder: Rosibel Acosta Location: DocuSign
7/25/2023 1:35:42 PM AcostaR@cabrillo.k12.ca.us
Security Appliance Status: Connected Pool: StateLocal
Storage Appliance Status: Connected Pool: Cabrillo Unified School District Location: DocuSign

Signer Events	Signature	Timestamp
Andy Boysen boysena@cabrillo.k12.ca.us Principal, HMBHS Security Level: Email, Account Authentication (None)	DocuSigned by: Andy Boysen 270EF4216954496... Signature Adoption: Pre-selected Style Using IP Address: 50.219.42.178	Sent: 7/25/2023 1:40:33 PM Viewed: 7/26/2023 8:30:57 AM Signed: 7/26/2023 8:31:31 AM
Electronic Record and Signature Disclosure: Accepted: 7/26/2023 8:30:57 AM ID: c2e532f0-6642-419f-b7cc-088f5f73a625		
Hana Lani Hanson hansonhl@cabrillo.k12.ca.us Security Level: Email, Account Authentication (None)	DocuSigned by: Hana Lani Hanson 209EAA84B0B74D3... Signature Adoption: Pre-selected Style Using IP Address: 50.219.42.178	Sent: 7/25/2023 1:40:33 PM Viewed: 7/25/2023 2:17:27 PM Signed: 7/25/2023 2:17:45 PM
Electronic Record and Signature Disclosure: Accepted: 7/25/2023 2:17:26 PM ID: 80215a6f-96eb-47e2-8909-83025b00df6c		
Jesus Contreras contrerasj@cabrillo.k12.ca.us Chief Business Officer Security Level: Email, Account Authentication (None)	DocuSigned by: Jesus Contreras 56DEDF72A1B443C... Signature Adoption: Pre-selected Style Using IP Address: 50.219.42.178	Sent: 7/25/2023 1:40:32 PM Viewed: 7/25/2023 3:37:20 PM Signed: 7/25/2023 3:37:43 PM
Electronic Record and Signature Disclosure: Accepted: 7/25/2023 3:37:20 PM ID: 1f0a12e0-549d-4866-8046-2d4f40e6cea3		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/25/2023 1:40:33 PM
Certified Delivered	Security Checked	7/25/2023 3:37:20 PM
Signing Complete	Security Checked	7/25/2023 3:37:43 PM
Completed	Security Checked	7/26/2023 8:31:31 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Cabrillo Unified School District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Cabrillo Unified School District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: rudolphr@cabrillo.k12.ca.us

To advise Cabrillo Unified School District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at rudolphr@cabrillo.k12.ca.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Cabrillo Unified School District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to rudolphr@cabrillo.k12.ca.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Cabrillo Unified School District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to rudolphr@cabrillo.k12.ca.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Cabrillo Unified School District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Cabrillo Unified School District during the course of your relationship with Cabrillo Unified School District.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Bianca Forrester, Director of Personnel and Pupil Services
CATEGORY: Consent/Action
ITEM TITLE: Ratification and Approval of Agreement for Community School Services for 2022-23 and 2023-24

BACKGROUND INFORMATION

San Mateo County Office of Education operates a Community School program located at 35 Tower Road, San Mateo, CA, 94402-4035. Student spots are purchased for the year. CUSD is assigned one spot.

The SMCOE Gateway Community School serves 9th-12th grade students. This program provides a comprehensive UC "a-g" approved high school education for suspended or expelled students. Students are supported by highly qualified teachers. Staffing includes para-professionals, counselors, campus supervisors, and administrators.

The program continues to focus on the whole child through the implementation of restorative justice practices and social-emotional learning. Restorative justice practices there incorporate a model that assists students in reducing harmful behaviors, repairing harm to help restore relationships, and understanding how to resolve conflict.

The district of residence shall report Average Daily Attendance to the California Department of Education. SMCOE will provide monthly attendance reports, credit recovery, and discipline reports to all districts participating in the Gateway Community School program for said districts' respective students.

FISCAL ANALYSIS

The financial impact is included in the budget.

RECOMMENDATION

Approve as submitted.

Agreement Between the San Mateo County Office of Education and Cabrillo Unified School District

This Agreement is entered into this 15th day of August, 2022, by and between the San Mateo County Superintendent of Schools on behalf of the San Mateo County Office of Education, hereinafter called "SMCOE," and Cabrillo Union High School District, hereinafter called "CABRILLO."

* * *

Whereas, it is necessary and desirable that SMCOE perform work/services for CABRILLO for the purpose of providing community school services.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1.

2. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Services
Exhibit B—Payments and Rates

3. Services to be performed by SMCOE

In consideration of the payments set forth in this Agreement and in Exhibit B, SMCOE shall perform services for CABRILLO in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

4. Payments

In consideration of the services provided by SMCOE in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A, CABRILLO shall make payment to SMCOE based on the rates and in the manner specified in Exhibit B. In no event shall CABRILLO's total fiscal obligation under this Agreement exceed $51,093.

5. Term

The term of this Agreement shall be from August 15, 2022, through June 30, 2023.

6. Termination

This Agreement may be terminated by SMCOE, by the SMCOE's Deputy Superintendent of Business Services or his/her designee, or by CABRILLO at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. In the event of

termination, SMCOE shall be entitled to keep payment for the one (1) student spot provided to CABRILLO.

7. Relationship of Parties

It is expressly understood that this is an agreement between two independent contractors and that no agency, employee, partnership, joint venture or other relationship is established by this Agreement. The intent by both SMCOE and CABRILLO is to create an independent contractor relationship.

8. Hold Harmless

Each party shall defend, indemnify, and hold the other party, its officers, agents, subcontractors, and employees harmless from and against any and all liability, loss, expense, 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 indemnifying party, its officers, agents, subcontractors, or employees.

9. Insurance

a. General Requirements

CABRILLO shall advise SMCOE of any insurance coverage requirements, and SMCOE shall provide evidence of appropriate coverage to CABRILLO upon request.

b. Workers' Compensation and Employer's Liability Insurance

Each party to this Agreement shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, each party certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California 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 the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

SMCOE shall be self-insured during the term of this Agreement under such bodily injury liability and property damage liability insurance as shall reasonably protect SMCOE and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from SMCOE's operations under this Agreement, whether such operations be by SMCOE, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them.

10. Retention of Records; Right to Monitor and Audit

Each party shall maintain all required records relating to services provided under this Agreement for three (3) years after CABRILLO makes final payment and all other pending matters are closed, and such records shall be subject to the examination and/or audit by the other party, a Federal grantor agency, and the State of California.

Each party agrees upon reasonable notice to provide to the other party, to any Federal or State department having monitoring or review authority, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

11. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

12. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

13. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of SMCOE, to:

Name/Title:	Kevin J. Bultema / Deputy Superintendent Business Services
Address:	101 Twin Dolphin Drive, Redwood City CA 94065-1064
Telephone:	(650) 802-5300
Facsimile:	(650) 802-5528
Email:	kbultema@smcoe.org

In the case of CABRILLO, to:

Name/Title:	Sean McPhetridge, Ed.D. / Superintendent
Address:	498 Kelly Avenue, Half Moon Bay 94019-6102
Telephone:	(650) 712-7100
Facsimile:	(650) 726-0279
Email:	mcphetridges@cabrillo.k12.ca.us

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

For CABRILLO:

_____ _____

Name (please print) Title

_____ _____

Signature Date

For SMCOE:

_____ _____

Date

Kevin J. Bultema, Deputy Superintendent

Exhibit A

In consideration of the payments set forth in Exhibit B, SMCOE shall provide the following services:

Description of Services to be performed by SMCOE:

SMCOE will operate a Community School program located at 35 Tower Road, San Mateo CA 94402-4035. This program is designed to serve twenty-two (22) student spots for the 2022-23 fiscal year. Districts agree student spots are purchased for the entire year. Student spots are assigned as follows:

- 12 Sequoia Union High School District
- 9 San Mateo Union High School District
- 1 Cabrillo Unified School District

The Gateway Community School will serve 9th – 12th grade students. This program will provide comprehensive A-G high school education for suspended or expelled students. Students will be supported by highly qualified teachers. Staffing will include para-professionals, counselors, campus supervisors and administrators.

Along-side academics, the program will continue to focus on the whole child by continuing implementation of restorative justice practices and social emotional learning. Restorative justice practices will incorporate a model that assists in reducing harmful behaviors, repairing harm to restore relationships, and understanding how to resolve conflict. In addition, students will be work through five social emotional domains; self-awareness, self-management, social awareness, relationship skills, and responsible decision making, that will allow them to understand themselves and others.

District of residence shall report Average Daily Attendance (ADA) to the California Department of Education (CDE). SMCOE will provide monthly attendance reports, credit recovery reports and discipline reports to all districts participating in the Gateway Community School program for that district's respective students one week after the close of the monthly attendance.

SMCOE agrees to follow the Student Attendance Review Board (SARB) process for any student in the program who experiences excessive school absences and will notify the district immediately of such action.

SMCOE shall not be responsible for transportation services.

SMCOE provides all students breakfast and lunch per the California Universal Meals program 2022-23.

Additionally, although the SMCOE makes every effort to accept all district students who are referred to the Gateway Community School program, given the nature of the small school environment, the SMCOE may determine a particular student's educational needs are beyond the scope of the school's ability to serve that child. The site administrator, in collaboration with the student's home district administrator, may deny a student's acceptance into the program.

Exhibit B

In consideration of the services provided by SMCOE described in Exhibit A and subject to the terms of the Agreement, CABRILLO shall pay SMCOE based on the following fee schedule and terms:

CABRILLO shall pay Fifty-One Thousand Ninety dollars ($51,090) per student "spot". CABRILLO agrees to one (1) student spot for the 2022-23 fiscal year. CABRILLO agrees to pay the full cost of one (1) student spot at $51,093 for a total cost of $51,093. SMCOE will submit invoices to CABRILLO in the amount of $17,030 (1/3 of $51,093) in the months of October, December and April with payment due within thirty (30) days.

SMCOE agrees to refund amounts in excess of the total amount needed to operate the program. If total costs are less than the total revenues received, CABRILLO will be paid a refund from SMCOE on a per student spot basis.

Example:

Total cost of program is $100,000 less than total revenue collected for the Gateway Community School program. Based on twenty-two (22) student spots served during the year, SMCOE would refund $4,545 per student spot for a total refund to CABRILLO of $4,545 (1 student spots x $4,545).

Any refund, if determined and calculated, will be paid subsequent to the fiscal year end and will be paid to CABRILLO by no later than October 31st, 2023.

Agreement Between the San Mateo County Office of Education and Cabrillo Unified School District

This Agreement is entered into this 1st day of July, 2023, by and between the San Mateo County Superintendent of Schools on behalf of the San Mateo County Office of Education, hereinafter called "SMCOE," and Cabrillo Unified School District, hereinafter called "CABRILLO".

* * *

Whereas, it is necessary and desirable that SMCOE perform work/services for CABRILLO for the purpose of providing community school services.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Services
Exhibit B—Payments and Rates

2. Services to be performed by SMCOE

In consideration of the payments set forth in this Agreement and in Exhibit B, SMCOE shall perform services for CABRILLO in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by SMCOE in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A, CABRILLO shall make payment to SMCOE based on the rates and in the manner specified in Exhibit B. In no event shall CABRILLO's total fiscal obligation under this Agreement exceed $49,670.

4. Term

The term of this Agreement shall be from July 1, 2023 through June 30, 2024.

5. Termination

This Agreement may be terminated by SMCOE, by the SMCOE's Deputy Superintendent of Business Services or his/her designee, or by CABRILLO at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. In the event of termination, SMCOE shall be entitled to keep payment for the one (1) student spots provided to CABRILLO.

6. Relationship of Parties

It is expressly understood that this is an agreement between two independent contractors and that no agency, employee, partnership, joint venture or other relationship is established by this Agreement. The intent by both SMCOE and CABRILLO is to create an independent contractor relationship.

7. Hold Harmless

Each party shall defend, indemnify, and hold the other party, its officers, agents, subcontractors, and employees harmless from and against any and all liability, loss, expense, 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 indemnifying party, its officers, agents, subcontractors, or employees.

8. Insurance

a. General Requirements

CABRILLO shall advise SMCOE of any insurance coverage requirements, and SMCOE shall provide evidence of appropriate coverage to CABRILLO upon request.

b. Workers' Compensation and Employer's Liability Insurance

Each party to this Agreement shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, each party certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California 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 the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

SMCOE shall be self-insured during the term of this Agreement under such bodily injury liability and property damage liability insurance as shall reasonably protect SMCOE and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from SMCOE's operations under this Agreement, whether such operations be by SMCOE, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them.

9. Retention of Records; Right to Monitor and Audit

Each party shall maintain all required records relating to services provided under this Agreement for three (3) years after CABRILLO makes final payment and all other pending matters are closed, and such records shall be subject to the examination and/or audit by the other party, a Federal grantor agency, and the State of California.

Each party agrees upon reasonable notice to provide to the other party, to any Federal or State department having monitoring or review authority, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

10. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

11. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

12. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of SMCOE, to:

Name/Title:	Kevin J. Bultema / Deputy Superintendent Business Services
Address:	101 Twin Dolphin Drive, Redwood City CA 94065-1064
Telephone:	(650) 802-5300
Facsimile:	(650) 802-5528
Email:	kbultema@smcoe.org

In the case of CABRILLO, to:

Name/Title:	Sean McPhetridge, Ed.D. / Superintendent
Address:	498 Kelly Avenue, Half Moon Bay 94019-6102
Telephone:	(650) 712-7100
Facsimile:	(650) 726-0279
Email:	mcphetridges@cabrillo.k12.ca.us

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

For CABRILLO:

Name (please print)	Title
Signature	Date

For SMCOE:

Kevin J. Bultema, Deputy Superintendent	Date

Exhibit A

In consideration of the payments set forth in Exhibit B, SMCOE shall provide the following services:

Description of Services to be performed by SMCOE:

SMCOE will operate a Community School program located at 35 Tower Road, San Mateo CA 94402-4035. This program is designed to serve twenty-two (22) student spots for the 2022-23 fiscal year. Districts agree student spots are purchased for the entire year. Student spots are assigned as follows:

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- 9 San Mateo Union High School District
- 1 Cabrillo Unified School District

The Gateway Community School will serve 9th – 12th grade students. This program will provide comprehensive A-G high school education for suspended or expelled students. Students will be supported by highly qualified teachers. Staffing will include para-professionals, counselors, campus supervisors and administrators.

Along-side academics, the program will continue to focus on the whole child by continuing implementation of restorative justice practices and social emotional learning. Restorative justice practices will incorporate a model that assists in reducing harmful behaviors, repairing harm to restore relationships, and understanding how to resolve conflict. In addition, students will be work through five social emotional domains; self-awareness, self-management, social awareness, relationship skills, and responsible decision making, that will allow them to understand themselves and others.

District of residence shall report Average Daily Attendance (ADA) to the California Department of Education (CDE). SMCOE will provide monthly attendance reports, credit recovery reports and discipline reports to all districts participating in the Gateway Community School program for that district's respective students one week after the close of the monthly attendance.

SMCOE agrees to follow the Student Attendance Review Board (SARB) process for any student in the program who experiences excessive school absences and will notify the district immediately of such action.

SMCOE shall not be responsible for transportation services.

SMCOE provides all students breakfast and lunch per the California Universal Meals program.

Additionally, although the SMCOE makes every effort to accept all district students who are referred to the Gateway Community School program, given the nature of the small school environment, the SMCOE may determine a particular student's educational needs are beyond the scope of the school's ability to serve that child. The site administrator, in collaboration with the student's home district administrator, may deny a student's acceptance into the program.

Exhibit B

In consideration of the services provided by SMCOE described in Exhibit A and subject to the terms of the Agreement, CABRILLO shall pay SMCOE based on the following fee schedule and terms:

CABRILLO shall pay Forty Nine Thousand Six Hundred Seventy dollars ($49,670) per student "spot". CABRILLO agrees to one (1) student spot for the 2023-24 fiscal year. CABRILLO agrees to pay the full cost of one (1) student spot at $49,670 for a total cost of $49,670. CABRILLO has the option to pay the total cost in one payment or SMCOE will submit invoices to CABRILLO in the amount of $16,570 (1/3 of $49,670) in the months of September, December and April with payment due within thirty (30) days.

SMCOE agrees to refund amounts in excess of the total amount needed to operate the program. If total costs are less than the total revenues received, CABRILLO will be paid a refund from SMCOE on a per student spot basis.

Example:

Total cost of program is $100,000 less than total revenue collected for the Gateway Community School program. Based on twenty-two (22) student spots served during the year, SMCOE would refund $4,545 per student spot for a total refund to CABRILLO of $40,905 (9 student spots x $4,545).

Any refund, if determined and calculated, will be paid subsequent to the fiscal year end and will be paid to CABRILLO by no later than October 31st, 2024.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Bianca Forrester, Director of Personnel and Pupil Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of the Certificated Personnel Report

BACKGROUND INFORMATION

The following personnel items are submitted for your ratification/approval.

1. OFFERS OF PROBATIONARY EMPLOYMENT FOR THE 2023-2024 SCHOOL YEAR

Peter Graff, Science Teacher, Cunha Intermediate School, effective August 14, 2023.

Sarah Lawrence, School Counselor, Half Moon Bay High School, effective August 14, 2023.

Rebecca Mulligan, English Teacher, Half Moon Bay High School, effective August 14, 2023.

Peter Pangelinan, Education Specialist, Half Moon Bay High School, effective August 14, 2023.

Shamayah Ramos-Vernon, Education Specialist, Cunha Intermediate School, effective August 14, 2023.

Elise Scher, Education Specialist, El Granada Elementary School, effective August 14, 2023.

Melanie Waechtler, Elementary Teacher, El Granada Elementary School, effective August 14, 2023.

2. OFFER OF CERTIFICATED ADMINISTRATION EMPLOYMENT FOR THE 2023-2024 SCHOOL YEAR

Jenifer Lund Campbell, School Psychologist, Cunha Intermediate School, effective August 4, 2023.

3. RESIGNATION

Angelle Gonzalez-Heldmaier, PE/Adapted PE Teacher, multiple sites, effective June 2, 2023.

Russell Moeller, Education Specialist, El Granada Elementary School, effective June 2, 2023.

Jennifer Shuen, Assistant Principal, Half Moon Bay High School, effective June 30, 2023.

Renee Vences Marson, Immersion Teacher, Hatch Elementary School, effective June 2, 2023.

4. RETIREMENT

Raymond Agundes, Industrial Technology Teacher, Half Moon Bay High School, effective June 2, 2023. Mr. Agundes was hired by the District on August 22, 2011.

FISCAL ANALYSIS

The financial impact is included in the budget.

RECOMMENDATION

Approve as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Bianca Forrester, Director of Personnel and Pupil Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of the Classified Personnel Report

BACKGROUND INFORMATION

The following personnel items are submitted for your ratification/approval.

1. OFFER OF EMPLOYMENT FOR 2023-2024 SCHOOL YEAR

Jennifer Lovette, Paraprofessional Special Education II, Half Moon Bay High School, effective August 17, 2023.

Alejandra Martinez Molina, Yard Duty Supervisor, El Granada Elementary School, effective August 17, 2023.

Loryn Hicks, Restorative Justice & Practices Facilitator, effective August 17, 2023, temporary grant funded position.

2. RESIGNATION

Erika Contreras, Expanded Learning Professional, El Granada Elementary School, effective June 1, 2023.

Martha Villegas, Yard Duty Supervisor, Farallone View Elementary School, effective June 1, 2023.

FISCAL ANALYSIS

The financial impact is included in the budget.

RECOMMENDATION

Approve as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Warrant Register Report Processed from June 1, 2023 – July 31, 2023

BACKGROUND INFORMATION

In alignment with Education Code 52631, Cabrillo USD presents all payments from the funds of the CUSD on forms prescribed by the San Mateo County Superintendent of Schools (Financial 2000). Staff hereby presents to the CUSD Board the warrants processed from June 1, 2023 – July 31, 2023

FISCAL ANALYSIS

The register of warrants processed by the CUSD indicates all CUSD financial activity.

RECOMMENDATION

Approve as submitted.

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ACCOUNTS PAYABLE WARRANT/EFT REPORT

Report Cover Sheet

General Settings

Report Name	ACCOUNTS PAYABLE WARRANT/EFT REPORT
Printed	7/31/2023 11:21:32 AM
District	41
Logon	MarshJ
Fiscal Year	2024

Options

Report Title	06/01/23-06/30/23 WARRANT REGISTER

Sorting

Sort By	Warrant/EFT#

Filters

Payment Type	District
Form of Payment	ALL
From Date Paid	06/01/2023
To Date Paid	06/30/2023
Year	2023
District	41

06/01/23-06/30/23 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2023**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-857970	011909-01 ARCADIO'S PRODUC	06/01/2023	182.40	PO230194-037	86.40	13-5466-0-0000-3700-4710-331	217117
			182.40	PO230194-037	96.00	13-5466-0-0000-3700-4712-331	217117
W-857971	008911-01 DAVID'S BAGELS	06/01/2023	80.00	PO230269-073	80.00	13-5310-0-0000-3700-4712-331	38588
W-857972	003580-01 EMPLOYMENT DEVEL	06/01/2023	418.20	PV230900-001	418.20	01-0000-0-0000-0000-9565-000	942-4605-5
W-857973	007426-01 BOYS & GIRLS CLU	06/01/2023	17,791.58	PV230903-001	658.24	01-8150-0-0000-8110-5603-780	BGCC2023137
			17,791.58	PV230904-001	11,937.50	01-8150-0-0000-8110-5603-780	BGCC2023136
			17,791.58	PV230905-001	362.37	01-8150-0-0000-8110-5603-780	BGCC2022133
			17,791.58	PV230906-001	333.47	01-8150-0-0000-8110-5603-780	BGCC2022125
			17,791.58	PV230907-001	4,500.00	01-8150-0-0000-8110-5603-780	BGCC2022124
W-857974	011870-01 CLEVER IDM	06/01/2023	4,848.00	PO231058-001	4,848.00	01-0000-0-0000-2421-4300-790	A3782A08-0001
W-857975	009780-02 PERFORMANCE ABAT	06/01/2023	2,438.00	PV230899-001	2,438.00	01-8150-0-0000-8110-5603-780	0479
W-857976	011738-01 POWERSCHOOL GROU	06/01/2023	650.00	PO231081-001	650.00	01-0111-0-0000-2490-5800-740-109	345766
W-857977	008315-01 SCAPES INC	06/01/2023	29,380.00	PV230902-001	29,380.00	21-9711-0-9633-8520-5603-211	61720
W-857978	012011-01 SMCSIG-HEALTH CA	06/01/2023	336,716.97	PV230901-001	313,689.84	01-0000-0-0000-0000-9564-000	JUNE 2023
			336,716.97	PV230901-001	23,027.13	01-0000-0-0000-0000-9553-000	JUNE 2023
W-859059	011655-01 LOPEZ, GERARDO	06/06/2023	17,100.00	PO231050-001	8,550.00	01-0111-0-4760-2495-5800-740-303	CUSD51823
			17,100.00	PO231050-001	8,550.00	01-9660-0-4760-2495-5800-740	CUSD51823
W-859060	010865-01 BETANCOURT, JORG	06/06/2023	241.55	TC230089-001	104.38	01-0000-0-0000-2140-5200-790	OCT. 23 MILEAGE
			241.55	TC230090-001	21.88	01-0000-0-0000-2140-5200-790	NOV. 23 MILEAGE
			241.55	TC230091-001	34.72	01-0000-0-0000-2140-5200-790	JAN. 23 MILEAGE
			241.55	TC230092-001	68.12	01-0000-0-0000-2140-5200-790	FEB. 23 MILEAGE
			241.55	TC230094-001	12.45	01-0000-0-0000-2140-5200-790	APR. 23 MILEAGE

06/01/23-06/30/23 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2023**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-859061	007448-02 BRONSTEIN MUSIC	06/06/2023	1,945.25	PO231053-001	1,945.25	01-0111-0-1110-1000-4300-211-503	M44752
W-859062	011933-01 CARY, NICHOLAS	06/06/2023	53.71	TC230103-001	53.71	01-0000-0-0000-2140-5200-790	MAY23 MILEAGE
W-859063	006330-01 INFANZON, JOSEFI	06/06/2023	26.20	TC230099-001	26.20	01-6266-0-1110-2140-5200-740	MAR23 MILEAGE
W-859064	011597-01 MARIA EUGENIA YO	06/06/2023	360.38	TC230100-001	360.38	01-0700-0-1460-3140-5200-000	MAY23 MILEAGE
W-859065	011704-01 NANCY VIRGEN	06/06/2023	32.42	TC230096-001	32.42	01-0700-0-1460-3140-5200-000	MAY 23 MILEAGE
W-859066	000380-01 ODP BUSINESS SOL	06/06/2023	3,204.55	PO230942-001	100.35	01-0000-0-0000-7300-4300-750	304165111001
			3,204.55	PO230942-002	64.18	01-0000-0-0000-7300-4300-750	304166354001
			3,204.55	PO230108-020	36.88	01-0000-0-0000-7300-4300-720	304958621001
			3,204.55	PO230108-021	30.19	01-0000-0-0000-7300-4300-720	304983836001
			3,204.55	PO230108-022	7.32	01-0000-0-0000-7300-4300-720	305004137001
			3,204.55	PO230108-023	15.56	01-0000-0-0000-7300-4300-720	305004438001
			3,204.55	PO230919-001	30.19	01-0000-0-0000-7300-4300-750	305849903001
			3,204.55	PO230919-002	37.55	01-0000-0-0000-7300-4300-750	305850015001
			3,204.55	PO230954-001	43.53	01-0105-0-1310-1000-4300-105	306045955001
			3,204.55	PO230954-001	66.33	01-9543-0-1110-1000-4300-105	306045955001
			3,204.55	PO230955-006	150.96	01-0107-0-1210-2700-4300-107	308267103001
			3,204.55	PO230956-001	50.48	01-0000-0-0000-7300-4300-750	308180858001
			3,204.55	PO230956-002	61.74	01-0000-0-0000-7300-4300-750	308184282001
			3,204.55	PO231026-001	917.54	01-0000-0-0000-2421-4300-790	308337355001
			3,204.55	PO231026-002	396.67	01-0000-0-0000-2421-4300-790	308345164001
			3,204.55	PO230905-002	86.52	01-6500-0-5001-2100-4300-730	300822470001
			3,204.55	PO230905-003	954.06	01-6500-0-5001-2100-4300-730	307715005001

06/01/23-06/30/23 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2023**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			3,204.55	PO230955-002	36.08	01-0107-0-1210-2700-4300-107	308267124001
			3,204.55	PO230955-003	6.43	01-0107-0-1210-2700-4300-107	308267106001
			3,204.55	PO230955-004	14.21	01-0107-0-1210-2700-4300-107	308267153001
			3,204.55	PO230955-005	97.78	01-0107-0-1210-2700-4300-107	309008006001
W-859067	007782-01 OLSON, PAT	06/06/2023	79.79	PV230908-001	79.79	01-0331-0-1210-1000-4300-331	REISSUE CK 10222
W-859068	011171-01 ON POINT LANGUAG	06/06/2023	2,480.58	PO230533-006	2,480.58	01-0111-0-4760-2495-5800-740-403	05-2023
W-859069	010924-03 REISS, MARTINA	06/06/2023	177.11	TC230102-001	177.11	01-6500-0-5750-1190-5200-730	MAR-MAY23 MILEAG
W-859070	011358-01 TAFT, ERINN	06/06/2023	110.83	TC230088-001	110.83	01-6500-0-5750-1190-5200-730	01/18-04/18 2023
W-859071	009346-01 U S BANK CORP PA	06/06/2023	7,381.83	PV230912-001	209.84	01-8150-0-0000-8110-4300-780	4246 0470 0103 6
			7,381.83	PV230913-001	341.75	01-0420-0-3350-1000-4300-420	4246 0470 0103 6
			7,381.83	PO230536-008	3,069.50	01-6500-0-5750-1180-5863-730	4246 0470 0103 6
			7,381.83	PV230914-001	179.99	13-5310-0-0000-3700-4300-770	4246 0470 0103 6
			7,381.83	PO230536-009	657.75	01-6500-0-5750-1180-5863-730	4246 0470 0103 6
			7,381.83	PO230536-010	1,710.15	01-6500-0-5750-1180-5863-730	4246 0470 0103 6
			7,381.83	PO230984-001	295.65	01-0000-0-0000-3900-4300-760	4246 0470 0103 6
			7,381.83	PV230915-001	880.20	01-0000-0-0000-8205-5504-211	4246 0470 0103 6
			7,381.83	PV230916-001	25.00	01-7010-0-3800-1000-4300-331	4246 0470 0103 6
			7,381.83	PV230917-001	12.00	01-0000-0-0000-2421-4300-790	4246 0470 0103 6
W-859072	011833-01 VESELIZA, RINALD	06/06/2023	161.79	TC230097-001	90.39	21-9711-0-9006-8520-5200-000	03-05/10/23 MILE
			161.79	TC230098-001	71.40	21-9711-0-9006-8520-5200-000	MAY 17-MAY 26, 2
W-859073	011517-01 YOUNG AUDIENCES	06/06/2023	2,361.00	PV230910-001	2,361.00	01-9567-0-1110-1000-4300-107	INV002109
W-859074	009571-01 GOLD STAR FOODS	06/06/2023	804.34	PO230198-095	101.56	13-5310-0-0000-3700-4710-211	6110485

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			804.34	PO230198-095	702.78	13-5310-0-0000-3700-4712-211	6110485
W-859075	005163-01 SYSCO FOOD SERVI	06/06/2023	637.91	PO230203-062	363.65	13-5310-0-0000-3700-4712-211	550788019
			637.91	PO230203-062	274.26	13-5310-0-0000-3700-4300-211	550788019
W-859076	010865-01 BETANCOURT, JORG	06/06/2023	61.57	TC230093-001	61.57	01-0000-0-0000-2140-5200-790	MAR. 23 MILEAGE
W-859077	007426-01 BOYS & GIRLS CLU	06/06/2023	5,000.00	PO231042-001	5,000.00	01-3061-0-7110-2490-5800-745	BGCC2023142
W-859078	010866-01 FELTS, BRYAN	06/06/2023	316.50	TC230095-001	316.50	01-9538-0-6001-1000-5200-000	MAY23 MILEAGE
W-859079	000901-01 LAKESHORE LEARNI	06/06/2023	4,233.82	PO231061-001	4,233.82	01-9660-0-1110-4000-4300-740	732627052423
W-859080	000341-02 MTA PARTS INC.	06/06/2023	39.35	PO230124-010	39.35	01-9723-0-0000-3600-4300-788	234221
W-859081	000380-01 ODP BUSINESS SOL	06/06/2023	1,090.28	PO230927-001	235.51	01-0105-0-1310-1000-4300-105	303805557001
			1,090.28	PO230955-001	854.77	01-0107-0-1210-2700-4300-107	308173640001
W-859082	011849-01 PHILANTHROPIC VE	06/06/2023	750.00	PV230918-001	750.00	01-6388-0-3800-1000-5200-331	#20230526-SFOA
W-859083	012029-01 TAYLOR TAFT	06/06/2023	24.89	TC230101-001	24.89	01-6520-0-5770-1190-5200-331	MAY23 MILEAGE
W-859084	011588-02 TRAFERA LLC	06/06/2023	3,488.91	PO230872-001	3,488.91	01-9660-0-1110-4000-4300-740	I000699853
W-859085	009346-01 U S BANK CORP PA	06/06/2023	395.00	PV230911-001	395.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
W-859989	000194-01 COASTSIDE COUNTY	06/08/2023	5,265.20	PO230257-007	397.69	01-0000-0-0000-8205-5503-720	APRIL 2023
			5,265.20	PO230257-007	1,037.00	01-0000-0-0000-8205-5503-211	APRIL 2023
			5,265.20	PO230257-007	2,030.32	01-0000-0-0000-8205-5503-331	APRIL 2023
			5,265.20	PO230257-007	717.24	01-0000-0-0000-8205-5503-101	APRIL 2023
			5,265.20	PO230257-007	1,082.95	01-0000-0-0000-8205-5503-105	APRIL 2023
W-859990	009013-01 DAILY JOURNAL CO	06/08/2023	932.84	PO231095-001	481.08	01-0000-0-0000-7300-5800-720	B3684702
			932.84	PO231096-001	451.76	01-0000-0-0000-7300-5800-720	B3684688
W-859991	008861-01 ELLEN SILVA CREA	06/08/2023	1,000.00	PO231093-001	1,000.00	01-9549-0-1110-1000-4300-335	7165

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W-859992	008337-02 JONES, DAVID	06/08/2023	703.19	PO230849-001	170.49	01-0331-0-1210-1000-5200-331	022823 REIMB.
			703.19	PO230989-001	532.70	01-0111-0-1110-1000-4300-740-501	042523 REIMB.
W-859993	008938-02 AMAZON CAPITAL S	06/08/2023	24,913.97	PO230943-001	301.74	01-6266-0-1110-1000-4300-740	1G6H-Y11Y-DFWF
			24,913.97	PO231013-001	218.01	01-0420-0-3350-1000-4300-420	1KPT-YQLM-DMXX
			24,913.97	PO230926-002	34.94	01-0105-0-1310-1000-4300-105	1FM1-DTFC-DHXD
			24,913.97	PO230953-001	402.03	01-0211-0-1310-1000-4300-211	1J6F-F3LK-DQN3
			24,913.97	PO230982-001	98.45	01-0103-0-1210-2700-4300-103	1NJ7-MF7H-DR6H
			24,913.97	PO230999-001	759.04	01-9354-0-1110-1000-4300-556	1DT4-FRFG-DMM7
			24,913.97	PO230484-009	21.24	01-2600-0-1110-4000-4300-105	1NFP-LH73-DLVD
			24,913.97	PO231001-001	38.59	01-0111-0-1110-1000-4200-740-201	1RJ9-1FRN-DQYG
			24,913.97	PO230053-018	759.01	01-0000-0-0000-2421-4300-790	1WY9-KK1V-DHYN
			24,913.97	PO230207-015	91.71	01-0000-0-0000-7300-4300-720	1JK3-CKM9-DP9G
			24,913.97	PO230968-001	622.67	01-0335-0-3250-1000-4300-335	1TPK-F4HQ-DQT6
			24,913.97	PO230968-001	52.56	01-0111-0-1110-1000-4200-740-201	1TPK-F4HQ-DQT6
			24,913.97	PO230999-002	565.72	01-9354-0-1110-1000-4300-556	1TPK-F4HQ-DQWY
			24,913.97	PO231002-001	65.52	01-0105-0-1310-1000-4300-105	1Q1L-61MX-DPRM
			24,913.97	PO231004-001	86.34	01-9652-0-0001-1000-4300-100	1MV3-DLKL-DN6K
			24,913.97	PO230969-001	55.74	12-6105-0-0001-1000-4300-100	1FWP-6FNR-DY9N
			24,913.97	PO230952-001	1,057.69	01-0107-0-1210-2700-4300-107	1CN6-CRP3-DVJF
			24,913.97	PO230952-001	117.33	01-0111-0-1110-1000-4200-740-201	1CN6-CRP3-DVJF
			24,913.97	PO230951-001	287.52	01-3010-0-1110-1000-4300-211	1FJP-GNFM-DWNQ
			24,913.97	PO230979-001	31.71	01-0101-0-1310-1000-4300-101	1VXD-7MGK-DXGM

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			24,913.97	PO230043-019	199.27	01-8150-0-0000-8110-4300-780	1NJ7-MF7H-F6PV
			24,913.97	PO230932-002	114.63	01-6266-0-1420-2140-4300-730	1VXD-7MGK-F6X7
			24,913.97	PO230999-003	1,025.98	01-9354-0-1110-1000-4300-556	1RJ9-1FRN-F7YV
			24,913.97	PO230999-004	1,072.36	01-9354-0-1110-1000-4300-556	1FJP-GNFM-F96F
			24,913.97	PO230986-001	823.08	01-0331-0-1343-1000-4300-331	1NYJ-LQ4N-FC74
			24,913.97	PO230995-001	841.96	01-0331-0-1354-1000-4300-331	1NYJ-LQ4N-FC74
			24,913.97	PO230966-001	87.33	01-0105-0-1310-1000-4300-105	11H4-F7PK-FD91
			24,913.97	PO230999-005	60.58	01-9354-0-1110-1000-4300-556	1PMT-NY76-JHTP
			24,913.97	PO230043-020	256.03	01-8150-0-0000-8110-4300-780	14JG-RLCX-JK6J
			24,913.97	PO230999-006	40.94	01-9354-0-1110-1000-4300-556	16H4-XGVL-JDDP
			24,913.97	PO231035-001	2,012.93	01-3061-0-7110-2490-4300-745	1HGQ-K3KP-JL6N
			24,913.97	PO231059-001	438.37	01-9610-0-0001-1000-4300-740	1XPP-WF4V-JD6J
			24,913.97	PO230979-002	31.71	01-0101-0-1310-1000-4300-101	1NYR-6FY7-JN4C
			24,913.97	PO231013-002	82.42	01-0420-0-3350-1000-4300-420	1CWV-KYYT-JLQJ
			24,913.97	PO231015-001	52.91	01-0211-0-1310-1000-4300-211	1HYW-4GP9-JK43
			24,913.97	PO231086-001	1,183.99	01-9354-0-0001-2490-4300-556	1HPR-DRV1-JP7K
			24,913.97	PO231036-001	642.71	01-0331-0-1210-1000-4300-331	161R-YLVH-JP6P
			24,913.97	PO231080-001	180.50	01-0211-0-1310-1000-4300-211	1LGG-6Y91-JW9K
			24,913.97	PO231079-001	2,133.07	01-9660-0-1110-4000-4300-101	1LGG-6Y91-JX7L
			24,913.97	PO231054-001	166.66	01-0420-0-3350-1000-4300-420	13MP-JMCH-JPQN
			24,913.97	PO231082-001	242.32	01-3061-0-7110-2490-4300-745	17WC-93MG-JJ73
			24,913.97	PO231044-001	45.34	01-0105-0-1310-1000-4300-105	1D9T-3P3W-JR4Y

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			24,913.97	PO230986-002	14.75	01-0331-0-1343-1000-4300-331	1GDK-MNRF-JRGH
			24,913.97	PO231077-001	371.95	01-0211-0-1310-1000-4300-211	19JM-MFHR-K1WF
			24,913.97	PO231033-001	41.54	01-0211-0-1310-1000-4300-211	1R1W-FVCG-JLGT
			24,913.97	PO231034-001	4,554.26	01-3061-0-7110-2490-4300-745	1F9X-43H1-JXGQ
			24,913.97	PO231064-001	300.30	01-9660-0-1110-4000-4300-740	13MP-JMCH-K3TY
			24,913.97	PO231039-001	601.93	01-0111-0-1110-1000-4300-101-503	1GDK-MNRF-K39F
			24,913.97	PO231085-001	1,865.67	01-9354-0-0001-2490-4300-556	1WVD-VLD9-K3Y3
			24,913.97	CM230020-001	(84.15)	01-0000-0-0000-7300-4300-720	1WYH-FGTN-F6KN
			24,913.97	CM230021-001	(87.44)	01-0000-0-0000-7300-4300-720	17W1-1RX6-FD9X
			24,913.97	CM230022-001	(36.41)	01-3061-0-7110-2490-4300-745	1WRV-H7K1-FKLH
			24,913.97	PO230207-016	(16.87)	01-0000-0-0000-7300-4300-720	1R91-69JT-JLYC
			24,913.97	PO230968-002	(14.21)	01-0335-0-3250-1000-4300-335	1K6F-3QQK-JTHN
W-859994	010782-01 BENDANA, LIZETH	06/08/2023	358.51	PO231094-001	358.51	01-9549-0-1110-1000-4300-335	060223 REIMB.
W-859995	011722-01 HOFFMAN, KAREN	06/08/2023	6,113.71	PV230919-001	1,500.00	01-0331-0-1210-1000-5800-331	2023-03
			6,113.71	PO230847-001	113.71	01-0331-0-1210-1000-4300-331	022823 REIMB.
			6,113.71	PO230501-004	2,000.00	01-9538-0-1110-1000-5800-740	2023-03
			6,113.71	PO230501-004	2,500.00	01-9538-0-1110-1000-4300-740	2023-03
W-859996	011345-01 LOPEZ FENCE	06/08/2023	3,750.00	PO231089-001	3,750.00	01-8150-0-0000-8110-5603-780	1414
W-859997	009536-01 SKYVIEW TREE SER	06/08/2023	70,000.00	PO231087-001	15,000.00	01-8150-0-0000-8110-5603-788	30
			70,000.00	PO231088-001	55,000.00	01-8150-0-0000-8110-5603-788	29
W-859998	005765-01 BENCHMARK EDUCAT	06/08/2023	4,541.81	PO231074-001	4,541.81	01-0111-0-1110-1000-4100-740-202	492384
W-859999	010851-02 CORTES, JUDITH	06/08/2023	2,610.00	PO231007-003	2,610.00	01-9660-0-1110-4000-5800-740	053023

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W-860000	005398-01 MOBILE MODULAR M	06/08/2023	957.00	PO230250-010	957.00	25-9010-0-9100-8700-5600-331	2405193
W-860001	011492-01 PENINSULA TRUCK	06/08/2023	2,231.88	PO230188-051	371.98	01-9723-0-0000-3600-5603-788	9979
			2,231.88	PO230188-052	371.98	01-9723-0-0000-3600-5603-788	9980
			2,231.88	PO230188-053	371.98	01-9723-0-0000-3600-5603-788	9981
			2,231.88	PO230188-054	371.98	01-9723-0-0000-3600-5603-788	9982
			2,231.88	PO230188-055	371.98	01-9723-0-0000-3600-5603-788	9983
			2,231.88	PO230188-056	371.98	01-9723-0-0000-3600-5603-788	9984
W-860002	009453-02 SMITH, GAYLE	06/08/2023	66.67	PO230987-001	66.67	01-0331-0-1302-1000-4300-331	042523 REIMB.
W-860003	012029-01 TAYLOR TAFT	06/08/2023	55.50	PV230922-001	55.50	01-3410-0-5770-1190-4300-331	052323 REIMB.
W-860004	011769-02 THE NEW YORK TIM	06/08/2023	1,341.60	PV230920-001	1,341.60	01-0331-0-1210-1000-4300-331	ACCT# 911891521
W-860005	009461-02 TOWER, DEANNA	06/08/2023	124.31	PO230988-001	124.31	01-0331-0-1210-1000-4300-331	042523 REIMB.
W-860006	011961-01 FORRESTER, BIANC	06/08/2023	61.27	PO230810-001	61.27	01-0000-0-0000-7300-4300-750	020623 REIMB.
W-860007	008337-02 JONES, DAVID	06/08/2023	292.15	PV230925-001	292.15	01-6266-0-1110-2421-5200-790	060623 REIMB.
W-860008	008366-01 NATIONAL FFA ORG	06/08/2023	816.00	PV230923-001	798.00	01-7010-0-3800-1000-4300-331	MDS296040
			816.00	PV230924-001	18.00	01-7010-0-3800-1000-4300-331	MDS296242
W-860009	008443-01 RECOLOGY OF THE	06/08/2023	3,071.80	PO230050-007	3,071.80	01-0000-0-0000-8205-5504-101	7751
W-860010	011989-01 SHRED WORKS INC.	06/08/2023	45.00	PO230827-005	45.00	01-0000-0-0000-7300-5800-720	38823
W-860011	009413-02 SOUTHERN COUNTIE	06/08/2023	4,253.13	PO230113-020	1,672.82	01-9723-0-0000-3600-4300-788	325132
			4,253.13	PO230113-021	2,580.31	01-9723-0-0000-3600-4300-788	325475
W-860012	011846-01 WALERA, KATE	06/08/2023	19.28	PO230848-001	19.28	01-0331-0-1352-1000-4300-331	022823 REIMB.
W-860013	011100-02 WILSON LANGUAGE	06/08/2023	5,173.61	PO230473-001	299.00	01-6500-0-5001-2140-5200-730	CVI00000008261
			5,173.61	PO230776-001	4,874.61	01-0111-0-1110-1000-4300-740-211	1965891

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W-860663	012034-01 HAMPE, BETTINA	06/12/2023	9,245.00	PV230884-001	9,245.00	21-9711-0-9006-8520-5603-000	REIMB
W-860664	008938-02 AMAZON CAPITAL S	06/12/2023	227.10	PV230921-001	227.10	13-5310-0-0000-3700-4300-331	05112023
W-860665	010760-01 THE LUNCH MASTER	06/12/2023	50,202.75	PO230195-061	24,967.50	13-5310-0-0000-3700-4710-105	CUAH060123
			50,202.75	PO230195-062	9,153.75	13-5310-0-0000-3700-4710-101	CUEG060123
			50,202.75	PO230195-063	2,806.50	13-5310-0-0000-3700-4710-107	CUKM060123
			50,202.75	PO230195-064	11,640.00	13-5310-0-0000-3700-4710-211	CUMC060123
			50,202.75	PO230195-065	1,635.00	13-5310-0-0000-3700-4710-335	CUPH060123
W-862358	009571-01 GOLD STAR FOODS	06/15/2023	22.95	PO230198-096	22.95	13-5310-0-0000-3700-4790-331	6269197
W-862359	004891-01 ORKIN EXTERMINAT	06/15/2023	140.99	PO230234-011	140.99	13-5310-0-0000-8205-5504-331	244976886
W-862360	004981-01 STRAW HAT PIZZA	06/15/2023	489.65	PV230909-001	489.65	13-5310-0-0000-3700-4710-331	23000
W-862361	011988-01 CCAE	06/15/2023	3,000.00	PO230941-001	3,000.00	11-6391-0-4110-2700-5200-561	CABRILLO_230941
W-862362	000583-01 DEPARTMENT OF JU	06/15/2023	588.00	PO230245-010	588.00	01-0000-0-0000-7400-5800-750	659329
W-862363	011505-02 DOCUSIGN INC.	06/15/2023	4,968.00	PO230624-001	4,968.00	01-0000-0-0000-2421-4300-790	111100121372
W-862364	011363-01 EIDE BAILLY LLP	06/15/2023	6,625.00	PV230927-001	6,625.00	01-0000-0-0000-7190-5820-720	EI01513673
W-862365	001232-01 ESBRO CHEMICAL	06/15/2023	1,532.82	PO230134-006	1,532.82	01-8150-0-0000-8110-4300-780	99807
W-862366	000128-04 FOLLETT LIBRARY	06/15/2023	2,308.96	PO231066-001	2,308.96	01-0111-0-1110-1000-4200-740-201	694432
W-862367	011547-01 LONGAKER, LISA	06/15/2023	213.41	TC230104-001	213.41	01-3550-0-3800-1000-5200-331	ECC MILEAGE
W-862368	006293-01 MACMILLAN HOLDIN	06/15/2023	7,240.89	PO231019-001	1,279.69	01-6762-0-1110-1000-4100-740	27224570
			7,240.89	PO231019-002	5,961.20	01-6762-0-1110-1000-4100-740	27081788
W-862369	006797-01 MONTARA SANITARY	06/15/2023	131.00	PO230159-001	131.00	01-8150-0-0000-8110-5603-780	1760
W-862370	000499-04 NASCO	06/15/2023	659.61	PO230974-001	160.14	01-9354-0-1110-1000-4300-556	442692
			659.61	PO230974-002	203.15	01-9354-0-1110-1000-4300-556	442693

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			659.61	PO230974-003	202.76	01-9354-0-1110-1000-4300-556	442694
			659.61	PO230974-004	93.56	01-9354-0-1110-1000-4300-556	443695
W-862371	009508-01 RESOURCE SOLUTIO	06/15/2023	2,911.52	PO230144-018	2,911.52	01-8150-0-0000-8110-4300-780	25047
W-862372	000139-01 SCHOOL SERVICES	06/15/2023	785.00	PO230874-002	315.00	01-0000-0-0000-3900-5800-750	W129380-IN
			785.00	PO230924-001	195.00	01-0000-0-0000-3900-5800-750	W129925-IN
			785.00	PO230978-001	275.00	01-0000-0-0000-7300-5800-720	W130084-IN
W-862373	009453-02 SMITH, GAYLE	06/15/2023	525.79	PV230928-001	525.79	01-3550-0-3800-1000-4300-331	052623 REIMB.
W-862374	010759-02 WEX BANK	06/15/2023	626.50	PO230678-006	626.50	01-7010-0-3800-1000-5200-331	89200988
W-862375	011427-01 COLBI TECHNOLOGI	06/15/2023	1,380.00	PO230396-010	1,380.00	21-9711-0-9006-8520-5800-000	9450
W-862376	011715-01 EARTH SYSTEMS	06/15/2023	1,778.00	PO230402-009	768.00	21-9711-0-9636-8520-5800-331	840500
			1,778.00	PO230220-004	1,010.00	21-9711-0-9647-8520-5800-105	840493
W-862377	010763-01 QUATTROCCHI KWOK	06/15/2023	2,338.75	PO231031-002	843.75	21-9711-0-9658-8520-6210-770	24536
			2,338.75	PO230712-004	1,495.00	21-9711-0-9607-8520-6210-100	24535
W-862378	008772-01 SSA LANDSCAPE AR	06/15/2023	788.00	PV230933-001	394.00	21-9711-0-9638-8520-5800-211	7603
			788.00	PV230934-001	394.00	21-9711-0-9638-8520-5800-211	7582
W-862379	008000-02 MIRACLE PLAY SYS	06/15/2023	127,300.00	PO230888-001	127,300.00	21-9711-0-9640-8520-6170-101	F2023-0493
W-862380	011750-01 SILICON VALLEY P	06/15/2023	16,447.26	PO230403-005	16,447.26	21-9711-0-9636-8520-6200-331	999009184
W-862381	002671-01 ANDREINI BROS IN	06/15/2023	33,772.00	PO230768-002	14,324.80	21-9711-0-9501-8520-5603-101	5475
			33,772.00	PO230768-003	3,581.20	21-9711-0-9501-8520-5603-101	5541
			33,772.00	PV230929-001	15,866.00	21-9711-0-9623-8520-5603-331	5542
W-862382	010763-01 QUATTROCCHI KWOK	06/15/2023	8,142.97	PO230711-008	563.97	21-9711-0-9654-8520-6210-101	24534
			8,142.97	PO230409-011	7,579.00	21-9711-0-9640-8520-6210-101	24533

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-862383	011345-01 LOPEZ FENCE	06/15/2023	27,760.17	PV230930-001	6,940.04	21-9711-0-9633-8520-6170-211	1382
			27,760.17	PV230931-001	20,820.13	21-9711-0-9633-8520-6170-211	1413
W-862384	011622-01 VALENCIA'S PAINT	06/15/2023	3,950.00	PV230932-001	3,950.00	21-9711-0-9651-8520-5603-211	06052023
W-862385	008894-01 COASTSIDE FIRE P	06/15/2023	477.76	PV230935-001	477.76	40-9012-0-0000-8500-5800-000	0881
W-862386	004891-01 ORKIN EXTERMINAT	06/15/2023	140.99	PO230234-012	140.99	13-5310-0-0000-8205-5504-331	246346876
W-862387	011653-01 CHANEY CONSTRUCT	06/15/2023	48,600.00	PV230936-001	48,600.00	21-9711-0-9651-8520-5603-211	MS174
W-862388	011345-01 LOPEZ FENCE	06/15/2023	24,108.37	PV230937-001	24,108.37	01-8150-0-0000-8110-5603-788	1407
W-862389	004484-01 SERVICE UNLIMITE	06/15/2023	62,670.66	PO231114-001	9,317.00	01-9663-0-0000-8520-5603-331	33512
			62,670.66	PO231114-002	16,188.57	01-9663-0-0000-8520-5603-331	33511
			62,670.66	PO231114-003	4,547.16	01-9663-0-0000-8520-5603-105	33509
			62,670.66	PO231114-004	6,242.91	01-9663-0-0000-8520-5603-105	33508
			62,670.66	PO231114-005	4,123.22	01-9663-0-0000-8520-5603-211	33507
			62,670.66	PO231114-006	4,897.27	01-9663-0-0000-8520-5603-211	33506
			62,670.66	PO231114-007	17,354.53	01-9663-0-0000-8520-5603-211	33510
W-862390	005010-02 SMCSIG	06/15/2023	5,000.00	PV230938-001	5,000.00	01-0000-0-0000-7300-5400-720	CLAIM PR23-00035
W-863131	009750-01 CINTAS	06/20/2023	504.98	PO230174-036	53.34	01-8150-0-0000-8110-5603-780	4151931146
			504.98	PO230174-037	53.34	01-8150-0-0000-8110-5603-780	4152631677
			504.98	PO230174-038	53.34	01-8150-0-0000-8110-5603-780	4153425100
			504.98	PO230174-039	57.66	01-8150-0-0000-8110-5603-780	4154124616
			504.98	PO230174-040	57.46	01-8150-0-0000-8110-5603-780	4154807658
			504.98	PO230174-041	57.46	01-8150-0-0000-8110-5603-780	4155427408
			504.98	PO230174-042	57.46	01-8150-0-0000-8110-5603-780	4156131081

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			504.98	PO230174-043	57.46	01-8150-0-0000-8110-5603-780	4156864723
			504.98	PO230174-044	57.46	01-8150-0-0000-8110-5603-780	4157616685
W-863132	004961-02 DEMCO INC.	06/20/2023	840.92	PO230800-001	840.92	01-0111-0-1110-1000-4200-740-201	7281566
W-863133	000128-01 FOLLETT CONTENT	06/20/2023	521.43	PO230950-002	521.43	01-0111-0-1110-1000-4200-740-201	674874F
W-863134	011171-01 ON POINT LANGUAG	06/20/2023	615.00	PO230533-007	615.00	01-0111-0-4760-2495-5800-740-403	03-2023
W-863135	011501-02 SAVVAS LEARNING	06/20/2023	9,179.84	PO231043-001	9,179.84	01-6762-0-1110-1000-4100-740	7028400122
W-863136	006873-01 THERAPY SHOPPE I	06/20/2023	1,080.65	PO231060-001	1,080.65	01-9610-0-0001-1000-4300-740	395359
W-863137	011589-01 A+ LIVESCAN SERV	06/20/2023	420.00	PV230939-001	420.00	01-0000-0-0000-7400-5800-750	15181A
W-863138	011888-01 ABRAMS, TARA	06/20/2023	346.25	PO231100-001	346.25	01-6695-0-1110-1000-4200-331	060823 REIMB.
W-863139	000001-01 ALPINE AWARDS	06/20/2023	84.96	PO231109-001	84.96	01-0331-0-1210-1000-4300-331	6103124
W-863140	012041-01 AMY BAINTON	06/20/2023	481.24	PO231124-001	481.24	01-6695-0-1110-1000-4200-331	061323 REIMB.
W-863141	006597-02 BRUNO, ANGELICA	06/20/2023	100.00	PO231121-001	100.00	01-6266-0-1110-1000-5200-101	061323 REIMB.
W-863142	012025-02 CASCADE HEALTHCA	06/20/2023	3,915.00	PO230983-001	1,350.00	01-0000-0-0000-3900-5800-760	T77987
			3,915.00	PO230983-002	1,170.00	01-0000-0-0000-3900-5800-760	T77989
			3,915.00	PO230983-003	1,395.00	01-0000-0-0000-3900-5800-760	T77984
W-863143	011550-01 EICHLER ASSOCIAT	06/20/2023	2,590.00	PO230193-006	380.00	01-7422-0-0000-8110-5800-000	1624
			2,590.00	PO230193-007	1,660.00	01-7422-0-0000-8110-5800-000	1582
			2,590.00	PO230193-009	550.00	01-7422-0-0000-8110-5800-000	1542
W-863144	011961-01 FORRESTER, BIANC	06/20/2023	329.01	PO231097-001	329.01	01-0000-0-0000-7300-4300-750	060823 REIMB.
W-863145	011948-02 JENNIFER SHUEN	06/20/2023	158.81	PO231098-001	158.81	01-0331-0-1210-1000-4300-331	060823 REIMB.
W-863146	000367-02 JOSTENS	06/20/2023	5,763.31	PO231111-001	4,118.69	01-0331-0-1210-1000-4300-331	31344274
			5,763.31	PO231111-002	31.17	01-0331-0-1210-1000-4300-331	31476114

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			5,763.31	PO230993-001	1,613.45	01-0331-0-1210-1000-4300-331	30069862
W-863147	007512-01 MORTON, CAROLINE	06/20/2023	2,114.86	PO231099-001	894.86	01-6695-0-1110-1000-4300-331	060823 REIMB.
			2,114.86	PO231099-001	1,220.00	01-6695-0-1110-1000-4300-211	060823 REIMB.
W-863148	000367-05 NEFF	06/20/2023	474.51	PO231110-001	474.51	01-0331-0-1210-1000-4300-331	31562640
W-863149	010995-01 RICO, JAIME	06/20/2023	689.40	PV230940-001	689.40	01-8150-0-0000-8110-4300-780	061423 REIMB.
W-863150	004143-02 RICOH USA INC	06/20/2023	986.44	PO230037-010	71.75	01-0000-0-0000-7300-4300-720	5067508751
			986.44	PO230241-020	131.43	01-0000-0-0000-7300-5601-720	37542960
			986.44	PO230241-021	11.57	01-0000-0-0000-7300-5601-720	9031853945
			986.44	PO230241-021	26.35	01-0105-0-1310-1000-5601-105	9031853945
			986.44	PO230241-023	218.32	01-0000-0-0000-7300-5601-720	9031789583
			986.44	PO230241-023	175.04	01-0000-0-0000-2700-5601-107	9031789583
			986.44	PO230241-023	176.94	01-0105-0-1310-1000-5601-105	9031789583
			986.44	PO230241-023	175.04	01-0103-0-1310-1000-5601-103	9031789583
W-863151	009413-02 SOUTHERN COUNTIE	06/20/2023	2,628.45	PO230113-022	2,628.45	01-9723-0-0000-3600-4300-788	325813
W-863152	009461-02 TOWER, DEANNA	06/20/2023	59.89	PO231106-001	59.89	01-0331-0-1210-1000-4300-331	060823 REIMB.
W-863153	012040-01 U.C. REGENTS	06/20/2023	450.00	PO231125-001	450.00	01-6266-0-1420-2140-5800-740	CUSD TRAINING
W-863154	008938-02 AMAZON CAPITAL S	06/20/2023	395.13	PO231103-001	395.13	01-0111-0-1110-1000-4300-740-301	1PMT-NY76-JMTK
W-863155	011550-01 EICHLER ASSOCIAT	06/20/2023	2,530.00	PO230193-008	2,530.00	01-7422-0-0000-8110-5800-000	1583
W-863156	011722-01 HOFFMAN, KAREN	06/20/2023	965.60	PO231122-001	965.60	01-0331-0-1210-1000-4300-331	061323 REIMB.
W-863157	011110-01 MORRISSEY-COMPTO	06/20/2023	5,500.00	PO230739-001	5,500.00	01-6500-0-5760-1180-5800-730	8071301
W-863158	011657-01 OLSON, PATRICK	06/20/2023	1,596.36	PO231112-001	70.01	01-0331-0-1210-1000-4300-331	060823 REIMB.
			1,596.36	PO231123-001	763.17	01-6695-0-1110-1000-4200-331	061323 REIMB.

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			1,596.36	PO231123-001	763.18	01-6695-0-1110-1000-4200-211	061323 REIMB.
W-863159	008443-01 RECOLOGY OF THE	06/20/2023	769.19	PO230289-015	150.91	01-0000-0-0000-8205-5504-103	13705033
			769.19	PO230289-016	618.28	01-0000-0-0000-8205-5504-101	13704127
W-863160	009508-01 RESOURCE SOLUTIO	06/20/2023	976.37	PO230144-019	261.06	01-8150-0-0000-8110-4300-780	26063
			976.37	PO230144-020	715.31	01-8150-0-0000-8110-4300-780	26160
W-863161	004143-02 RICOH USA INC	06/20/2023	745.34	PO230241-022	218.32	01-0000-0-0000-7300-5601-720	9031710364
			745.34	PO230241-022	175.05	01-0000-0-0000-2700-5601-107	9031710364
			745.34	PO230241-022	176.94	01-0105-0-1310-1000-5601-105	9031710364
			745.34	PO230241-022	175.03	01-0103-0-1310-1000-5601-103	9031710364
W-863162	000458-02 RIORDAN, SEAN	06/20/2023	2,072.27	PO231101-001	2,072.27	01-0331-0-1304-1000-4300-331	060823 REIMB.
W-863163	000139-01 SCHOOL SERVICES	06/20/2023	905.00	PO230786-001	275.00	01-0000-0-0000-3900-5800-750	W128080-IN
			905.00	PO230785-001	630.00	01-0000-0-0000-3900-5800-750	W128473-IN
W-863164	009175-01 UPS STORE #1604	06/20/2023	227.39	PO231107-001	227.39	01-0331-0-1210-1000-4300-331	060823 REIMB.
W-863165	011744-01 STUDIO W ARCHITE	06/20/2023	13,785.00	PO230400-017	13,785.00	21-9711-0-9645-8520-6210-103	46506
W-863166	012043-01 BESTSIDELIFTER I	06/20/2023	725.00	PV230943-001	725.00	01-8150-0-0000-8110-5603-780	717
W-866029	000295-01 ALBERTSONS | SAF	06/27/2023	2,062.11	PO230543-009	967.84	01-6010-0-1110-4000-4300-101	142184-050923
			2,062.11	PO230543-009	203.85	01-9660-0-1110-4000-4300-101	142184-050923
			2,062.11	PO230543-010	200.00	01-6010-0-1110-4000-4300-101	145184-060923
			2,062.11	PO230543-010	690.42	01-9660-0-1110-4000-4300-101	145184-060923
W-866030	008857-01 FIRST STUDENT IN	06/27/2023	1,936.04	PO230783-001	1,936.04	01-9567-0-1110-1000-5210-105	SF-033045
W-866031	011601-01 HMB SMOG	06/27/2023	403.22	PO230185-007	121.10	01-9723-0-0000-3600-5603-788	4186
			403.22	PO230185-008	121.10	01-9723-0-0000-3600-5603-788	4193

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			403.22	PO230185-009	161.02	01-9723-0-0000-3600-5603-788	4210
W-866032	008002-02 MALHIOT, LORI	06/27/2023	2,392.21	PO230419-009	763.05	01-6010-0-1110-4000-4300-101	052423 REIMB.
			2,392.21	PO230419-009	969.60	01-9660-0-1110-4000-4300-101	052423 REIMB.
			2,392.21	PO230419-010	198.56	01-6010-0-1110-4000-4300-101	061123 REIMB.
			2,392.21	PO230419-010	461.00	01-9660-0-1110-4000-4300-101	061123 REIMB.
W-866033	000380-01 ODP BUSINESS SOL	06/27/2023	144.36	PO230108-024	128.40	01-0000-0-0000-7300-4300-720	31538916001
			144.36	PO230108-025	15.96	01-0000-0-0000-7300-4300-720	316353027001
W-866034	000550-01 PACIFIC GAS AND	06/27/2023	1,588.20	PO230273-021	1,588.20	01-0000-0-0000-8205-5502-601	5189451218-8/MAY
W-866035	012030-01 SYLVIA RODRIGUEZ	06/27/2023	300.00	PV230941-001	300.00	01-0111-0-1110-1000-5800-000-304	APRIL 2023 REISS
W-866036	001299-03 CASBO	06/27/2023	1,455.00	PV230942-001	1,455.00	01-0000-0-0000-7300-5800-720	000202806
W-866037	009508-01 RESOURCE SOLUTIO	06/27/2023	44,476.79	PO230144-021	7,546.88	01-8150-0-0000-8110-4300-780	26444
			44,476.79	PO230144-022	6,214.09	01-8150-0-0000-8110-4300-780	26575
			44,476.79	PO230144-023	8,316.11	01-8150-0-0000-8110-4300-780	26903
			44,476.79	PO230144-024	1,165.89	01-8150-0-0000-8110-4300-780	27101
			44,476.79	PO230144-025	112.11	01-8150-0-0000-8110-4300-780	27124
			44,476.79	PO230144-026	433.13	01-8150-0-0000-8110-4300-780	27259
			44,476.79	PO230144-027	10,893.25	01-8150-0-0000-8110-4300-780	27348
			44,476.79	PO230144-028	1,957.81	01-8150-0-0000-8110-4300-780	27372
			44,476.79	PO230144-029	7,837.52	01-8150-0-0000-8110-4300-780	27749
W-866038	011709-01 TULARE COUNTY	06/27/2023	300.00	PO230861-001	300.00	01-0000-0-0000-3900-5800-750	232249
W-866039	012014-01 YOPRONTO	06/27/2023	118.53	PO230965-002	118.53	01-6388-0-1110-1000-4300-740-STEM	11006
W-866040	011048-01 AMERICAN EAGLE E	06/27/2023	8,525.00	PO230041-001	8,525.00	01-8150-0-0000-8110-5603-780	7578

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W-866041	009405-01 ANTONIO, ERIC	06/27/2023	324.88	TC230105-001	324.88	01-0000-0-0000-2140-5200-790	APR&MAY 23 MILEA
W-866042	007418-01 BARNES, JAMES	06/27/2023	309.16	PO231128-001	309.16	01-9549-0-1110-1000-4300-335	061523 REIMB.
W-866043	009206-01 CAPITAL ONE TRAD	06/27/2023	649.60	PO230529-003	53.13	01-3550-0-3800-1000-4300-331	216554-052523
			649.60	PO230529-004	70.63	01-3550-0-3800-1000-4300-331	K35404
			649.60	PO230529-005	332.08	01-3550-0-3800-1000-4300-331	F99600
			649.60	PO230529-006	193.76	01-3550-0-3800-1000-4300-331	K36157
W-866044	011933-01 CARY, NICHOLAS	06/27/2023	83.84	TC230107-001	83.84	01-0000-0-0000-2140-5200-790	APR23/MAY23 MILE
W-866045	011951-01 CESILIA GUTIERRE	06/27/2023	186.04	PV230945-001	106.06	01-3061-0-7110-2490-4300-745	062023 REIMB.
			186.04	PV230945-001	79.98	01-9610-0-0001-1000-4300-740	062023 REIMB.
W-866046	011623-01 COASTSIDE NEWS G	06/27/2023	447.00	PO230821-001	447.00	11-6391-0-4110-2700-5800-561	2023-12761
W-866047	011813-01 GARCIA, MARIA GA	06/27/2023	620.00	PO230451-009	195.00	01-6500-0-5760-1180-5100-730	STMT#0032
			620.00	PO230451-010	425.00	01-6500-0-5760-1180-5100-730	STMT#0031
W-866048	012046-01 HEIDI REICHERTER	06/27/2023	200.00	PV230951-001	200.00	01-9354-0-0001-2490-4300-556	062223 REIMB.
W-866049	011601-01 HMB SMOG	06/27/2023	360.56	PO230185-010	360.56	01-9723-0-0000-3600-5603-788	4170
W-866050	012045-01 JAMES LEE	06/27/2023	35.00	PV230948-001	35.00	01-0000-0-0000-7400-5800-750	TB TEST REIMB.
W-866051	012048-01 NANCY ANALCO	06/27/2023	293.77	PV230950-001	293.77	01-9354-0-0001-2490-4300-556	062223 REIMB.
W-866052	012044-01 NANCY AREVALOS	06/27/2023	69.71	PV230947-001	69.71	01-0101-0-1310-1000-4300-101	062123 REIMB.
W-866053	007773-02 TREANOR, AMY	06/27/2023	480.01	PO231137-001	480.01	01-0331-0-1210-1000-4300-331	062123 REIMB.
W-866054	011833-01 VESELIZA, RINALD	06/27/2023	46.37	TC230108-001	34.06	21-9711-0-9006-8520-5200-000	JUN23 MILEAGE
			46.37	TC230109-001	12.31	21-9711-0-9006-8520-5200-000	MAY23 MILEAGE
W-866055	008442-01 VISTA CENTER	06/27/2023	585.00	PO230261-010	585.00	01-6500-0-5760-1180-5800-730	0523-0003
W-866056	011264-01 BLACK TIE TRANSP	06/27/2023	2,432.70	PO231140-001	2,432.70	01-7413-0-1110-2490-5800-556	6179762

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-866057	000295-01 ALBERTSONS | SAF	06/27/2023	111.38	PO230227-015	7.41	13-5310-0-0000-3700-4712-331	724387-051623-03
			111.38	PO230227-016	69.90	13-5310-0-0000-3700-4712-331	806901-052223-03
			111.38	PO230227-017	18.19	13-5310-0-0000-3700-4712-331	727341-052323-03
			111.38	PO230227-018	15.88	13-5310-0-0000-3700-4712-331	728721-052623-03
W-866058	008259-01 ACHIEVEKIDS	06/27/2023	15,581.00	PO230548-011	12,306.00	01-6500-0-5750-1180-5100-730	31962
			15,581.00	PO230548-011	380.00	01-6500-0-5750-1180-5867-730	31962
			15,581.00	PO230548-011	475.00	01-6500-0-5750-1180-5864-730	31962
			15,581.00	PO230548-011	2,420.00	01-6500-0-5750-1180-5863-730	31962
W-866059	012037-01 ALLIANCE FOR A H	06/27/2023	7,700.00	PO231090-001	3,850.00	01-3060-0-7110-2490-4300-745	INV-111446
			7,700.00	PO231090-001	3,850.00	01-2600-0-0000-2490-4300-000	INV-111446
W-866060	011898-01 APPROACH LLC	06/27/2023	4,216.00	PO230032-012	4,216.00	11-6391-0-4110-2700-5800-561	4038
W-866061	011453-01 BIGELOW, LAUREL	06/27/2023	440.00	PV230946-001	440.00	01-6266-0-1110-1000-5200-101	062123 REIMB.
W-866062	009617-01 BRIGGS OT	06/27/2023	2,250.00	PO230271-009	2,250.00	01-6500-0-5750-1180-5864-730	3357
W-866063	007476-01 ESTHER B CLARK S	06/27/2023	25,703.60	PO230413-010	6,788.00	01-6500-0-5750-1180-5100-730	121806
			25,703.60	PO230413-010	351.60	01-6500-0-5750-1180-5867-730	121806
			25,703.60	PO230413-010	270.00	01-6500-0-5750-1180-5864-730	121806
			25,703.60	PO230413-010	2,331.60	01-6500-0-5750-1180-5861-730	121806
			25,703.60	PO230413-010	2,660.00	01-6500-0-5750-1180-5863-730	121806
			25,703.60	PO230697-007	7,058.00	01-6500-0-5750-1180-5100-730	121805
			25,703.60	PO230697-007	3,584.40	01-6500-0-5750-1180-5861-730	121805
			25,703.60	PO230697-007	2,660.00	01-6500-0-5750-1180-5863-730	121805
W-866064	011070-01 FERGUSON, STACY	06/27/2023	75.96	PO231130-001	75.96	01-9549-0-1110-1000-4300-335	061523 REIMB.

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W-866065	011852-01 LAUREN OSHIRO	06/27/2023	8,500.00	PO230649-004	8,500.00	01-6500-0-5760-1180-5867-730	124
W-866066	007457-01 PACIFIC AUTISM L	06/27/2023	18,480.75	PO230264-011	7,906.75	01-6500-0-5750-1180-5861-730	6110055
			18,480.75	PO230264-012	10,574.00	01-6500-0-5750-1180-5861-730	6268461
W-866067	010723-01 PALO ALTO PREP	06/27/2023	28,756.00	PO230479-011	4,695.00	01-6500-0-5750-1180-5100-730	051623AA
			28,756.00	PO230479-011	618.00	01-6500-0-5750-1180-5861-730	051623AA
			28,756.00	PO230477-012	4,695.00	01-6500-0-5750-1180-5100-730	051623XS
			28,756.00	PO230477-012	618.00	01-6500-0-5750-1180-5861-730	051623XS
			28,756.00	PO230479-009	1,252.00	01-6500-0-5750-1180-5100-730	061423AA
			28,756.00	PO230479-009	206.00	01-6500-0-5750-1180-5861-730	061423AA
			28,756.00	PO230479-010	6,886.00	01-6500-0-5750-1180-5100-730	060923AA
			28,756.00	PO230479-010	1,030.00	01-6500-0-5750-1180-5861-730	060923AA
			28,756.00	PO230477-010	6,886.00	01-6500-0-5750-1180-5100-730	060923XS
			28,756.00	PO230477-010	618.00	01-6500-0-5750-1180-5861-730	060923XS
			28,756.00	PO230477-011	1,252.00	01-6500-0-5750-1180-5100-730	061423XS
W-866068	010993-01 PENDERGAST, SUZA	06/27/2023	20.00	PV230944-001	20.00	01-6266-0-1110-1000-4300-740	062123 REIMB.
W-866069	010824-01 RAMOS-CARLONI, J	06/27/2023	35.47	PO231129-001	35.47	01-9549-0-1110-1000-4300-335	061523 REIMB.
W-866070	000749-01 SEGURA, ROSALVA	06/27/2023	267.18	PV230952-001	267.18	01-2600-0-0000-2140-4300-000	060523 REIMB.
W-866071	011141-01 THE AVALON ACADE	06/27/2023	31,228.00	PO230476-011	10,717.00	01-6500-0-5750-1180-5100-730	5608
			31,228.00	PO230476-011	1,776.00	01-6500-0-5750-1180-5867-730	5608
			31,228.00	PO230476-011	2,157.00	01-6500-0-5750-1180-5864-730	5608
			31,228.00	PO230476-011	1,258.00	01-6500-0-5750-1180-5800-730	5608
			31,228.00	PO230475-011	10,189.00	01-6500-0-5750-1180-5100-730	5609

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			31,228.00	PO230475-011	2,220.00	01-6500-0-5750-1180-5867-730	5609
			31,228.00	PO230475-011	1,579.00	01-6500-0-5750-1180-5864-730	5609
			31,228.00	PO230475-011	1,332.00	01-6500-0-5750-1180-5800-730	5609
W-866072	010967-01 VANA, SUSAN CICC	06/27/2023	226.56	TC230106-001	226.56	01-0700-0-5001-2140-5200-730	APR-JUNE23 MILEA
W-866073	012019-01 VANIR CONSTRUCTI	06/27/2023	27,495.00	PO231003-002	27,495.00	21-9711-0-9006-8520-5800-000	176061
W-866074	012047-01 VERONICA LOZANO	06/27/2023	55.76	PV230949-001	55.76	01-9354-0-0001-2490-4300-556	062223 REIMB.
W-866075	000295-01 ALBERTSONS | SAF	06/27/2023	490.19	PO230485-005	358.39	01-2600-0-1110-4000-4300-105	145184-060923
			490.19	PV230976-001	109.82	12-6105-0-0001-1000-4300-100	145184-060923
			490.19	PV230977-001	21.98	01-9660-0-1110-4000-4300-740	145184-060923
W-866076	005837-01 BIG CREEK LUMBER	06/27/2023	57.08	PO230135-008	57.08	01-8150-0-0000-8110-4300-780	1867136
W-866077	009206-01 CAPITAL ONE TRAD	06/27/2023	3,606.77	PO230116-019	304.37	01-8150-0-0000-8110-4300-780	216576-052523
			3,606.77	PO230116-020	132.52	01-8150-0-0000-8110-4300-780	216625-052523
			3,606.77	PO230116-021	307.54	01-0000-0-0000-8220-4300-785	347212-052523
			3,606.77	PO230116-021	2,862.34	01-8150-0-0000-8110-4300-780	347212-052523
W-866078	000194-01 COASTSIDE COUNTY	06/27/2023	6,563.15	PO230257-008	458.77	01-0000-0-0000-8205-5503-720	MAY 2023
			6,563.15	PO230257-008	1,525.64	01-0000-0-0000-8205-5503-211	MAY 2023
			6,563.15	PO230257-008	2,549.50	01-0000-0-0000-8205-5503-331	MAY 2023
			6,563.15	PO230257-008	824.13	01-0000-0-0000-8205-5503-101	MAY 2023
			6,563.15	PO230257-008	1,205.11	01-0000-0-0000-8205-5503-105	MAY 2023
W-866079	007339-01 HALF MOON BAY FE	06/27/2023	745.63	PO230528-002	111.53	01-3550-0-3800-1000-4300-331	030223
			745.63	PO230528-003	525.84	01-3550-0-3800-1000-4300-331	052623
			745.63	PO230528-004	108.26	01-3550-0-3800-1000-4300-331	060223

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W-866080	011524-01 HANNA INTERPRETI	06/27/2023	1,769.85	PO230637-004	1,769.85	01-6500-0-5001-2100-5800-730	2023/455
W-866081	011562-01 HOPSKIPDRIVE INC	06/27/2023	8,184.73	PO230358-011	8,184.73	01-6500-0-5750-1180-5863-730	14480
W-866082	011841-01 PONZURIC LEARNIN	06/27/2023	120.00	PO231105-001	120.00	01-6500-0-5001-2140-5200-730	7376
W-866083	000105-03 REPUBLIC SERVICE	06/27/2023	915.40	PO230036-022	457.70	01-0000-0-0000-8205-5504-331	0925-001658200
			915.40	PO230036-023	457.70	01-0000-0-0000-8205-5504-105	0925-001658362
W-866084	011323-02 THE DOOLEY CORPO	06/27/2023	4,600.00	PO230741-005	2,300.00	01-6500-0-5760-1180-5800-730	3707
			4,600.00	PO230611-009	2,300.00	01-6500-0-5750-1180-5800-730	3708
W-866085	009346-01 U S BANK CORP PA	06/27/2023	6,917.80	PV230963-001	985.00	01-0000-0-0000-7300-4300-720	4246 0470 0103 6
			6,917.80	PV230965-001	28.43	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			6,917.80	PV230966-001	191.89	01-2600-0-0000-2490-4300-000	4246 0470 0103 6
			6,917.80	PV230967-001	104.93	01-9610-0-0001-1000-4300-740	4246 0470 0103 6
			6,917.80	PV230968-001	114.80	01-3061-0-7110-2490-4300-745	4246 0470 0103 6
			6,917.80	PV230969-001	184.23	01-9610-0-0001-1000-4300-740	4246 0470 0103 6
			6,917.80	PV230970-001	500.07	21-9711-0-9640-8520-5800-101	4246 0470 0103 6
			6,917.80	PV230970-001	500.07	21-9711-0-9645-8520-5800-103	4246 0470 0103 6
			6,917.80	PV230961-001	41.32	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230961-001	45.14	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230961-001	19.67	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230962-001	45.53	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230962-001	18.04	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PO231062-001	910.82	01-9660-0-1110-4000-4300-740	4246 0470 0103 6
			6,917.80	PV230972-001	136.64	01-0111-0-1110-1000-4300-740-303	4246 0446 2279 1

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			6,917.80	PV230973-001	1,144.06	01-6266-0-1110-1000-4300-740	4246 0446 2279 1
			6,917.80	PV230974-001	30.00	01-0111-0-1110-1000-4300-000-406	4246 0446 2279 1
			6,917.80	PV230955-001	55.47	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230955-001	67.12	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230956-001	164.07	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230957-001	320.56	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230957-001	173.14	01-3550-0-3800-1000-4300-331	4246 0446 6404 9
			6,917.80	PV230958-001	149.95	01-3550-0-3800-1000-5200-331	4246 0446 6404 9
			6,917.80	PV230959-001	986.85	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
W-866086	008442-01 VISTA CENTER	06/27/2023	3,072.50	PO230262-011	1,132.25	01-6500-0-5760-1180-5800-730	0523-0004
			3,072.50	PO230263-012	1,940.25	01-6500-0-5760-1180-5800-730	0523-0005
W-866087	009717-01 WIGGS, GEOFF	06/27/2023	8,400.00	PO230354-003	8,400.00	01-6500-0-5750-1180-5100-730	REIMB. FOR #2393
W-866088	000201-01 C.U.S.D. REVOLVI	06/27/2023	1,259.20	PV230953-001	148.56	01-9542-0-1110-1000-4300-103	VARIOUS
			1,259.20	PV230953-001	233.07	01-0103-0-1210-2700-4300-103	VARIOUS
			1,259.20	PV230953-001	341.34	01-0105-0-1310-1000-4300-105	VARIOUS
			1,259.20	PV230953-001	76.12	01-3010-0-1110-1000-4300-105	VARIOUS
			1,259.20	PV230953-001	59.38	13-5310-0-0000-3700-4712-331	VARIOUS
			1,259.20	PV230953-001	36.95	13-5310-0-0000-3700-4710-331	VARIOUS
			1,259.20	PV230953-001	19.77	13-5310-0-0000-3700-4300-331	VARIOUS
			1,259.20	PV230953-001	36.07	13-5310-0-0000-3700-4300-105	VARIOUS
			1,259.20	PV230953-001	6.49	01-0000-0-0000-2100-4300-740	VARIOUS
			1,259.20	PV230953-001	44.06	01-2600-0-1110-4000-4300-105	VARIOUS

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			1,259.20	PV230953-001	9.00	21-9711-0-9006-8520-4300-000	VARIOUS
			1,259.20	PV230953-001	203.44	01-8150-0-0000-8110-4300-780	VARIOUS
			1,259.20	PV230953-001	16.20	01-0000-0-0000-7300-4300-720	VARIOUS
			1,259.20	PV230953-001	28.75	01-0000-0-0000-7300-5903-720	VARIOUS
W-866089	000295-01 ALBERTSONS | SAF	06/27/2023	446.95	PV230978-001	191.80	01-6266-0-1110-1000-4300-740	145184-060923
			446.95	PV230978-001	114.66	01-6266-0-1110-1000-4300-740	145184-060923
			446.95	PV230978-001	71.88	01-6266-0-1110-1000-4300-740	145184-060923
			446.95	PV230978-001	68.61	01-6266-0-1110-1000-4300-740	145184-060923
W-866090	007426-01 BOYS & GIRLS CLU	06/27/2023	22,281.25	PO230713-004	12,500.00	01-2600-0-1110-2490-5800-740	BGCC2023147
			22,281.25	PO230590-004	9,781.25	01-2600-0-0000-2140-5800-000	BGCC2023146
W-866091	011814-01 BROOKWOOD PROGRA	06/27/2023	109,129.96	PV230981-001	109,129.96	40-9012-0-0000-8500-5800-000	3950-22
W-866092	011982-01 COUNTY OF SAN MA	06/27/2023	30,790.56	PO230784-008	12,034.62	01-6546-0-1460-3140-5800-730	CABRILLO0323
			30,790.56	PO230784-009	8,060.55	01-6546-0-1460-3140-5800-730	CABRILLO0223
			30,790.56	PO230784-010	10,695.39	01-6546-0-1460-3140-5800-730	CABRILLO0423
W-866093	011976-01 EDTHEORY LLC	06/27/2023	16,192.00	PO230742-008	16,192.00	01-6500-0-5760-1180-5867-730	5416
W-866094	000128-01 FOLLETT CONTENT	06/27/2023	898.56	PO230349-006	548.66	01-0111-0-1110-1000-4200-740-201	568250A
			898.56	PO230349-007	25.02	01-0111-0-1110-1000-4200-740-201	568250F
			898.56	PV230979-001	174.60	01-0111-0-1110-1000-4200-740-201	573157
			898.56	PV230980-001	150.28	01-0111-0-1110-1000-4200-740-201	497544F
W-866095	008002-02 MALHIOT, LORI	06/27/2023	1,554.39	PO230419-011	1,492.87	01-6010-0-1110-4000-4300-101	062323 REIMB.
			1,554.39	TC230110-001	61.52	01-6010-0-1110-4000-5200-101	APR23 & MAY23 MI
W-866096	011958-01 NICOLE WALTERS	06/27/2023	5,680.00	PO230631-009	5,680.00	01-6500-0-5750-1180-5864-730	9

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W-866097	011171-01 ON POINT LANGUAG	06/27/2023	3,910.00	PO230450-010	3,910.00	01-6500-0-5760-1180-5800-730	SPED/05-2023
W-866098	000105-03 REPUBLIC SERVICE	06/27/2023	1,956.20	PO230249-021	586.80	01-0000-0-0000-8205-5504-720	0925-001658389
			1,956.20	PO230249-021	82.99	01-0000-0-0000-8205-5504-105	0925-001658389
			1,956.20	PO230249-021	599.09	01-0000-0-0000-8205-5504-211	0925-001658389
			1,956.20	PO230249-021	687.32	01-0000-0-0000-8205-5504-331	0925-001658389
W-866099	007442-01 SAN JOAQUIN C.O.	06/27/2023	394.00	PO230549-006	394.00	01-6500-0-5001-2140-5800-730	ARD23-03372
W-866100	011566-01 SPURR	06/27/2023	44,023.99	PO230038-015	3,123.60	01-0000-0-0000-8205-5502-720	129681
			44,023.99	PO230038-015	427.67	01-0000-0-0000-8205-5502-101	129681
			44,023.99	PO230038-015	1,270.38	01-0000-0-0000-8205-5502-103	129681
			44,023.99	PO230038-015	2,369.59	01-0000-0-0000-8205-5502-105	129681
			44,023.99	PO230038-015	4,446.57	01-0000-0-0000-8205-5502-211	129681
			44,023.99	PO230038-015	11,499.94	01-0000-0-0000-8205-5502-331	129681
			44,023.99	PO230038-015	2,991.13	01-0000-0-8120-8120-5502-331	129681
			44,023.99	PO230038-016	2,255.99	01-0000-0-0000-8205-5502-720	130259
			44,023.99	PO230038-016	639.27	01-0000-0-0000-8205-5502-101	130259
			44,023.99	PO230038-016	604.27	01-0000-0-0000-8205-5502-103	130259
			44,023.99	PO230038-016	1,294.32	01-0000-0-0000-8205-5502-105	130259
			44,023.99	PO230038-016	2,607.25	01-0000-0-0000-8205-5502-211	130259
			44,023.99	PO230038-016	8,236.29	01-0000-0-0000-8205-5502-331	130259
			44,023.99	PO230038-016	2,257.72	01-0000-0-8120-8120-5502-331	130259
W-866101	008523-01 THE SPEECH PATHO	06/27/2023	57,504.25	PO230412-019	57,286.75	01-6500-0-5760-1180-5867-730	INV024806
			57,504.25	PO230412-020	217.50	01-6500-0-5760-1180-5867-730	INV024795

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-866102	009346-01 U S BANK CORP PA	06/27/2023	3,911.98	PV230975-001	932.83	01-6695-0-1110-1000-4300-331	4246 0446 2279 1
			3,911.98	PV230971-001	8.40	01-7010-0-3800-1000-5200-331	4246 0470 0103 6
			3,911.98	PV230971-001	16.60	01-9723-0-0000-3600-4300-788	4246 0470 0103 6
			3,911.98	PV230964-001	2,878.80	01-0000-0-0000-2421-4300-790	4246 0470 0103 6
			3,911.98	PV230960-001	12.60	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
			3,911.98	PV230960-001	62.75	01-7010-0-3800-1000-4300-331	4246 0446 6404 9
W-866103	011806-01 YOUMAN, MARTHA	06/27/2023	19,000.00	PO230564-013	11,000.00	01-6500-0-5001-2100-5800-730	1215
			19,000.00	PO230564-014	8,000.00	01-6500-0-5001-2100-5800-730	1212

Warrant/EFT Count: 208 **Total Warrant/EFT Amount:** 1,712,734.76

ACCOUNTS PAYABLE WARRANT/EFT REPORT

Report Cover Sheet

General Settings

Report Name	ACCOUNTS PAYABLE WARRANT/EFT REPORT
Printed	7/31/2023 11:23:44 AM
District	41
Logon	MarshJ
Fiscal Year	2024

Options

Report Title	07/01/23-07/30/23 WARRANT REGISTER

Sorting

Sort By	Warrant/EFT#

Filters

Payment Type	District
Form of Payment	ALL
From Date Paid	07/01/2023
To Date Paid	07/31/2023
Year	2024
District	41

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-867485	010760-01 THE LUNCH MASTER	07/07/2023	20,782.50	CL230024-001	12,697.50	13-5310-0-0000-3700-4710-556	CUAH063023
			20,782.50	CL230024-002	8,085.00	13-5310-0-0000-3700-4710-556	CUMC063023
W-867983	008058-04 AT&T	07/11/2023	2,668.26	CL230021-001	2,668.26	01-0000-0-0000-8205-5901-720	000020051119
W-867984	011427-01 COLBI TECHNOLOGI	07/11/2023	575.00	CL230040-001	575.00	21-9711-0-9006-8520-5800-000	9626
W-867985	011345-01 LOPEZ FENCE	07/11/2023	3,057.41	CL230039-001	3,057.41	01-8150-0-0000-8110-5603-788	1443
W-867986	010763-01 QUATTROCCHI KWOK	07/11/2023	2,770.00	CL230035-001	2,770.00	21-9711-0-9607-8520-6210-100	24649
W-867987	011791-01 RINCON CONSULTAN	07/11/2023	639.00	CL230033-001	639.00	21-9711-0-9644-8520-5800-101	48472
W-867988	011744-01 STUDIO W ARCHITE	07/11/2023	9,915.00	CL230026-001	9,915.00	21-9711-0-9645-8520-6210-103	46604
W-867989	000061-01 DANNIS WOLIVER K	07/11/2023	37,267.29	CL230025-001	8,265.88	01-0000-0-0000-7400-5810-750	1675 MAY 2023
			37,267.29	CL230025-001	6,271.46	01-0000-0-0000-7111-5810-750	1675 MAY 2023
			37,267.29	CL230025-001	751.45	01-0000-0-0000-7112-5810-750	1675 MAY 2023
			37,267.29	CL230025-001	4,544.00	40-9012-0-0000-8500-5810-000	1675 MAY 2023
			37,267.29	CL230025-001	17,434.50	21-9711-0-9006-8500-5810-000	1675 MAY 2023
W-867990	010763-01 QUATTROCCHI KWOK	07/11/2023	15,265.85	CL230034-001	500.00	21-9711-0-9658-8520-6210-770	24650
			15,265.85	CL230036-001	14,765.85	21-9711-0-9640-8520-6210-101	24648
W-867991	011750-01 SILICON VALLEY P	07/11/2023	26,676.01	CL230032-001	26,676.01	21-9711-0-9636-8520-6200-331	999009157
W-867992	007426-01 BOYS & GIRLS CLU	07/11/2023	560.00	CL230018-001	560.00	01-8150-0-0000-8110-5603-780	BGCC2023148
W-867993	008484-02 OWEN, TOM	07/11/2023	703.88	CL230019-001	703.88	01-3410-0-5770-1190-4300-331	REIMB
W-867994	008058-04 AT&T	07/11/2023	1,746.05	CL230020-001	26.72	01-0000-0-0000-2100-5901-740	MAY 2023
			1,746.05	CL230020-001	154.88	01-0000-0-0000-2421-5902-790	MAY 2023
			1,746.05	CL230020-001	26.72	01-0000-0-0000-8205-5901-101	MAY 2023
			1,746.05	CL230020-001	52.41	01-0000-0-0000-8205-5901-103	MAY 2023

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			1,746.05	CL230020-001	80.16	01-0000-0-0000-8205-5901-105	MAY 2023
			1,746.05	CL230020-001	930.73	01-0000-0-0000-8205-5901-211	MAY 2023
			1,746.05	CL230020-001	25.17	01-0000-0-0000-8205-5901-331	MAY 2023
			1,746.05	CL230020-001	395.82	01-0000-0-0000-8205-5901-720	MAY 2023
			1,746.05	CL230020-001	26.72	01-0000-0-1455-2420-5901-331	MAY 2023
			1,746.05	CL230020-001	26.72	01-3315-0-5730-1110-5901-730	MAY 2023
W-867995	009663-01 ATKINSON ANDELSO	07/11/2023	2,492.60	CL230022-001	1,663.45	01-0000-0-0000-2100-5810-730	683742
			2,492.60	CL230023-001	829.15	01-0000-0-0000-2100-5810-730	683743
W-868578	011863-01 ADAPTIVE TECH SO	07/13/2023	157.48	PO240036-001	157.48	01-6500-0-5750-1120-4300-730	24941
W-868579	009327-02 ANDREASEN, SONYA	07/13/2023	189.16	CL230057-001	189.16	01-9354-0-1110-1000-4300-556	SUMMER SCHOOL23
W-868580	008742-01 AVID CENTER	07/13/2023	5,009.00	PO240009-001	5,009.00	01-0111-0-0000-2490-5800-740-107	SIN010069
W-868581	008209-01 BARRAGAN, MICHAE	07/13/2023	420.23	CL230055-001	420.23	01-7413-0-1110-1000-4300-556	SUMMER SCHOOL23
W-868582	011653-01 CHANEY CONSTRUCT	07/13/2023	1,480.00	CL230060-001	1,480.00	01-6388-0-3800-1000-5603-211-STEM	MS64
W-868583	011616-01 CONTRERAS, J JES	07/13/2023	15.00	PV240002-001	15.00	01-0000-0-0000-7300-4300-720	070323 REIMB.
W-868584	011562-01 HOPSKIPDRIVE INC	07/13/2023	1,471.80	CL230052-001	1,471.80	01-6500-0-5750-1180-5863-730	15037
W-868585	012050-01 LA PETITE BALEEN	07/13/2023	3,000.00	CL230014-001	3,000.00	01-3061-0-7110-2490-5800-556	JUNE 2023 TUITIO
W-868586	012021-01 LEARNING CIRCLE	07/13/2023	10,500.00	CL230064-001	10,500.00	01-9610-0-1110-1000-5800-740	JUNE 2023
W-868587	009658-01 LINDBERG, KAIA	07/13/2023	17.45	CL230061-001	17.45	01-9659-0-1110-1000-4300-556	SUMMER SCHOOL23
W-868588	005476-02 MCGRAW HILL/CONT	07/13/2023	637.67	PO240042-001	637.67	01-6300-0-1110-1000-4100-740	128377183001
W-868589	010993-02 PENDERGAST, SUZA	07/13/2023	20.00	CL230059-001	20.00	01-6266-0-1110-1000-4300-740	062823 REIMB.
W-868590	000349-05 SCHOLASTIC	07/13/2023	1,312.93	PV240001-001	1,312.93	01-3010-0-1110-2490-4300-101	39820288
W-868591	008447-02 ULINE	07/13/2023	490.31	CL230041-001	490.31	01-8150-0-0000-8110-4300-780	164816604

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W-868592	011846-02 WALERA, KATE	07/13/2023	25.73	CL230054-001	25.73	01-7413-0-1110-1000-4300-556	SUMMER SCHOOL23
W-868593	010782-02 BENDANA, LIZETH	07/13/2023	73.50	CL230056-001	73.50	01-7413-0-1110-1000-4300-556	SUMMER SCHOOL23
W-868594	000632-01 CITY OF HALF MOO	07/13/2023	232.00	PO240226-001	58.00	01-0000-0-0000-8210-5603-782	PERMIT NO. AL-05
			232.00	PO240226-002	58.00	01-0000-0-0000-8210-5603-782	PERMIT NO. AL-07
			232.00	PO240226-003	58.00	01-0000-0-0000-8210-5603-782	PERMIT NO. AL-05
			232.00	PO240226-004	58.00	01-0000-0-0000-8210-5603-782	PERMIT NO. AL-04
W-868595	010851-02 CORTES, JUDITH	07/13/2023	3,105.00	CL230031-001	3,000.00	12-6105-0-0001-2490-5800-100	062323
			3,105.00	CL230031-001	105.00	12-6105-0-0001-2490-5800-100	062323
W-868596	011982-01 COUNTY OF SAN MA	07/13/2023	6,302.88	CL230053-001	6,302.88	01-6546-0-1460-3140-5800-730	CABRILLO0532
W-868597	007476-01 ESTHER B CLARK S	07/13/2023	11,523.00	CL230051-001	6,741.00	01-6500-0-5750-1180-5100-730	122005
			11,523.00	CL230051-001	2,262.00	01-6500-0-5750-1180-5861-730	122005
			11,523.00	CL230051-001	2,520.00	01-6500-0-5750-1180-5861-730	122005
W-868598	004906-03 FOLLETT SCHOOL S	07/13/2023	230.86	CL230050-001	230.86	01-0111-0-1110-1000-4200-740-201	1513692
W-868599	008602-02 HODGE, JOYCE	07/13/2023	780.00	CL230065-001	780.00	01-0000-0-0000-2140-5800-740	006
W-868600	007649-02 KAPLAN EARLY LEA	07/13/2023	6,784.09	CL230028-001	6,784.09	12-6105-0-0001-2490-5800-100	0006626902
W-868601	011905-01 LESLYE VALENCIA	07/13/2023	56.88	CL230062-001	56.88	01-9659-0-1110-1000-4300-556	SUMMER SCHOOL23
W-868602	000749-02 SEGURA, ROSALVA	07/13/2023	205.08	CL230058-001	205.08	01-3061-0-7110-2490-4300-745	070323 REIMB.
W-868603	011989-01 SHRED WORKS INC.	07/13/2023	45.00	CL230063-001	45.00	01-0000-0-0000-2421-5800-790	40202
W-868604	010936-01 STAR VISTA	07/13/2023	4,250.00	CL230027-001	4,250.00	12-6105-0-0001-2490-5800-100	6935
W-868605	008096-01 ACOSTA, ROSIBEL	07/13/2023	43.72	CL230010-001	22.50	01-0000-0-0000-7150-5200-710	AUG-DEC22 MILEAG
			43.72	CL230011-001	21.22	01-0000-0-0000-7150-5200-710	BOARD MTGS23 MIL
W-868606	011810-02 ANDRADE, ITALI	07/13/2023	18.73	CL230007-001	18.73	01-6500-0-5750-1190-5200-730	FEB.23 MILEAGE

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W-868607	008304-01 CALIFORNIA WATER	07/13/2023	802.82	CL230082-001	802.82	01-0000-0-0000-8205-5503-107	2188039386-06272
W-868608	009206-01 CAPITAL ONE TRAD	07/13/2023	1,370.16	CL230075-001	1,182.65	01-8150-0-0000-8110-4300-780	347212-062523
			1,370.16	CL230075-001	187.51	01-0000-0-0000-8220-4300-785	347212-062523
W-868609	011601-01 HMB SMOG	07/13/2023	1,062.53	CL230068-001	682.83	01-9723-0-0000-3600-5603-788	4250
			1,062.53	CL230068-002	233.60	01-9723-0-0000-3600-5603-788	4292
			1,062.53	CL230068-003	146.10	01-9723-0-0000-3600-5603-788	4282
W-868610	004705-03 MCGRAW-HILL EDUC	07/13/2023	13,893.02	CL230067-001	1,008.69	01-6762-0-1110-1000-4100-740	128379940001
			13,893.02	CL230067-002	4,412.31	01-6762-0-1110-1000-4100-740	128395898001
			13,893.02	CL230066-001	8,472.02	01-6762-0-1110-1000-4100-740	128387379001
W-868611	011358-01 TAFT, ERINN	07/13/2023	71.53	CL230006-001	71.53	01-6500-0-5750-1190-5200-730	MAY 2023 MILEAGE
W-868612	005772-05 WESTED	07/13/2023	727.34	CL230081-001	77.34	01-9610-0-0001-1000-4300-740	23-2447
			727.34	CL230081-002	650.00	01-9610-0-0001-1000-4300-740	23-1627
W-868613	011438-02 ACSIG	07/13/2023	9,030.10	CL230077-001	4,074.81	01-0000-0-0000-0000-9572-000	30098994-0390 MA
			9,030.10	CL230077-002	4,955.29	01-0000-0-0000-0000-9572-000	30098994-0390 JU
W-868614	002112-01 CA DEPT OF TAX &	07/13/2023	102.00	CL230070-001	102.00	01-0000-0-0000-0000-9580-000	020-628493
W-868615	002112-01 CA DEPT OF TAX &	07/13/2023	50.00	CL230069-001	50.00	01-9723-0-0000-3600-4300-788	057-415036
W-868616	011438-01 ACSIG	07/13/2023	82,365.36	CL230076-001	47,439.74	01-0000-0-0000-0000-9571-000	20441 JUNE
			82,365.36	CL230076-002	34,925.62	01-0000-0-0000-0000-9571-000	20441-MAY
W-868617	012049-01 M & G QUALITY CL	07/13/2023	4,416.00	CL230078-001	4,416.00	21-9711-0-9645-8520-5800-103	1001
W-868618	011622-01 VALENCIA'S PAINT	07/13/2023	38,050.00	CL230079-001	38,050.00	21-9711-0-9654-8520-5603-101	051523
W-868619	011426-01 AZTEC SOFTWARE L	07/13/2023	5,364.00	CL230072-001	4,866.00	11-6391-0-0000-2700-4300-561	SI-009032
			5,364.00	CL230073-001	498.00	11-6391-0-0000-2700-4300-561	SI-010663

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W-868620	006950-01 CODESP	07/13/2023	2,400.00	PO240021-001	2,400.00	01-0000-0-0000-3900-5800-750	0005695
W-868621	006390-01 GONZALEZ-HELDMAI	07/13/2023	430.66	CL230008-001	132.31	01-6500-0-5750-1190-5200-730	JAN.23 MILEAGE
			430.66	CL230009-001	168.92	01-6500-0-5750-1190-5200-730	MAR.23 MILEAGE
			430.66	CL230012-001	129.43	01-6500-0-5750-1190-5200-730	APR23 MILEAGE
W-868622	012049-01 M & G QUALITY CL	07/13/2023	11,040.00	PO240083-001	11,040.00	01-8150-0-0000-8110-5800-780	1001
W-868623	009409-01 MOSS BEACH CHEVR	07/13/2023	77.00	CL230017-001	77.00	01-8150-0-0000-8110-4300-780	6.30.2023
W-868624	011160-01 SALCIDO, ASH	07/13/2023	79.98	CL230005-001	79.98	01-6500-0-5750-1190-5200-730	MAY 2023 MILEAGE
W-868625	000349-06 SCHOLASTIC	07/13/2023	5,401.61	PO240016-001	1,318.72	01-0111-0-1110-1000-4300-740-201	M7406415 5
			5,401.61	PO240015-001	789.50	01-0111-0-1110-1000-4300-740-201	M7406601 0
			5,401.61	PO240014-001	3,293.39	01-0111-0-1110-1000-4300-740-201	M7406605 1
W-868626	008133-02 SCHOOL INNOVATIO	07/13/2023	25,000.00	PO240022-001	25,000.00	01-0000-0-0000-3900-5800-760	INV-SIA-82
W-868627	001073-01 SCHUCK, ELIZABET	07/13/2023	2,000.00	CL230080-001	2,000.00	01-0111-0-1110-2490-5800-740-208	0000065
W-868628	009491-01 SOUND AND SIGNAL	07/13/2023	22,436.00	CL230013-001	22,436.00	21-9711-0-9640-8520-6200-101	12040
W-868629	012019-01 VANIR CONSTRUCTI	07/13/2023	15,600.00	CL230074-001	15,600.00	21-9711-0-9006-8520-5800-000	176155
W-869441	010760-01 THE LUNCH MASTER	07/18/2023	5,741.25	CL230083-001	5,741.25	13-5310-0-0000-3700-4710-103	CUFV060123
W-869442	010760-01 THE LUNCH MASTER	07/18/2023	2,677.50	PV240003-001	1,605.00	13-5310-0-0000-3700-4710-556	CUAH070723
			2,677.50	PV240004-001	1,072.50	13-5310-0-0000-3700-4710-556	CUMC070723
W-869443	006593-01 BELL ELECTRICAL	07/18/2023	974.32	CL230086-001	974.32	01-8150-0-0000-8110-4300-780	5757249
W-869444	005765-01 BENCHMARK EDUCAT	07/18/2023	9,900.00	CL230084-001	9,385.71	01-6266-0-1110-2140-5800-740	489365
			9,900.00	CL230084-002	514.29	01-6266-0-1110-2140-5800-740	489432
W-869445	011623-01 COASTSIDE NEWS G	07/18/2023	300.00	PO240243-001	300.00	11-6391-0-4110-2700-5100-561	2023-14912
W-869446	006767-02 KRABBENSCHMIDT,	07/18/2023	40.00	CL230091-001	40.00	01-9610-0-0001-1000-4300-740	062823 REIMB.

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Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-869447	011902-02 PITNEY BOWES INC	07/18/2023	1,766.14	CL230088-001	1,766.14	01-0000-0-0000-7300-5601-720	3106076835
W-869448	007380-01 PURCHASE POWER	07/18/2023	2,199.08	CL230089-001	2,199.08	01-0000-0-0000-7300-5903-720	8000-9000-1075-0
W-869449	011563-02 GALLAGHER, BETSY	07/18/2023	250.00	CL230090-001	250.00	01-0000-0-0000-2421-5800-790	5053
W-869450	006767-02 KRABBENSCHMIDT,	07/18/2023	111.04	CL230091-002	111.04	12-6105-0-0001-1000-4300-100	062823 #2
W-869451	011902-01 PITNEY BOWES INC	07/18/2023	272.32	CL230087-001	272.32	01-0000-0-0000-7300-5601-720	1022963453
W-869452	011738-01 POWERSCHOOL GROU	07/18/2023	5,121.42	CL230049-001	5,121.42	01-0000-0-0000-2421-5800-790	INV354770
W-869453	011654-01 U.S. BANK - PARS	07/18/2023	78,703.88	PO240001-001	74,736.66	01-0000-0-1110-1000-3901-000	3W-SRP21A
			78,703.88	PO240001-001	3,967.22	01-0000-0-0000-7200-3902-000	3W-SRP21A
W-869935	011589-01 A+ LIVESCAN SERV	07/20/2023	350.00	CL230095-001	350.00	01-0000-0-0000-7400-4300-750	15431A
W-869936	009565-01 BUS & EQUIPMENT	07/20/2023	1,215.00	CL230096-001	1,215.00	01-9723-0-0000-3600-5603-788	76674
W-869937	006807-01 GRAPHICWORKS	07/20/2023	518.06	PO240104-002	518.06	01-8150-0-0000-8110-4300-780	05-15781
W-869938	004705-03 MCGRAW-HILL EDUC	07/20/2023	272,235.09	CL230094-001	10,217.88	01-6762-0-1110-1000-4100-740	128387025001
			272,235.09	CL230093-001	149,387.57	01-6762-0-1110-1000-4100-740	128205832001
			272,235.09	CL230092-001	112,629.64	01-6762-0-1110-1000-4100-740	128205836001
W-869939	007512-01 MORTON, CAROLINE	07/20/2023	1,220.00	CL230016-001	1,220.00	01-6695-0-1110-1000-4300-211	060323 REIMB. RE
W-870666	000128-02 FOLLETT SCHOOL S	07/25/2023	13,339.99	PO240039-001	13,339.99	01-0000-0-0000-2421-5800-790	1512330
W-870667	008372-02 INFINITE CAMPUS	07/25/2023	6,870.00	PO240038-001	6,870.00	01-0000-0-1455-2420-5800-790	ANNUAL043676
W-870668	000105-03 REPUBLIC SERVICE	07/25/2023	4,777.88	CL230107-001	756.57	01-0000-0-0000-8205-5504-105	0925-001659323
			4,777.88	CL230107-001	1,588.28	01-0000-0-0000-8205-5504-720	0925-001659323
			4,777.88	CL230107-001	584.63	01-0000-0-0000-8205-5504-211	0925-001659323
			4,777.88	CL230108-001	457.70	01-0000-0-0000-8205-5504-211	0925-001659079
			4,777.88	CL230109-001	475.30	01-0000-0-0000-8205-5504-331	0925-001659050

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			4,777.88	CL230110-001	915.40	01-0000-0-0000-8205-5504-105	0925-001659214
W-870669	008938-02 AMAZON CAPITAL S	07/25/2023	36,312.47	PO240079-002	204.88	01-6500-0-5001-2100-4300-730	19JT-44NH-4Q61
			36,312.47	PO240081-001	128.38	01-0000-0-0000-7300-4300-750	1T1X-4V16-4NQX
			36,312.47	PO240084-001	1,737.97	01-0000-0-0000-2421-4300-790	16DP-KDNT-4MFT
			36,312.47	PO240085-001	295.00	01-0105-0-1310-1000-4300-105	17W6-KN9G-4FPM
			36,312.47	PO240086-001	452.97	01-2600-0-1110-4000-4300-105	1FVC-FJVM-4FPH
			36,312.47	CL230105-001	3,660.19	01-3061-0-7110-2490-4300-745	13FX-YHRG-4FJP
			36,312.47	CL230044-001	926.80	01-9659-0-1110-1000-4300-556	1PNV-DY1Y-4CN1
			36,312.47	CL230048-001	9,790.80	01-6388-0-1110-1000-4300-331-STEM	1VN1-FKYW-4GYG
			36,312.47	CL230045-001	195.41	01-0000-0-0000-7300-4300-720	1J3L-3MNQ-4MYL
			36,312.47	CL230046-001	1,777.34	01-0000-0-0000-2421-4300-790	16P7-HDP7-41WQ
			36,312.47	CL230047-001	116.67	01-0420-0-3350-1000-4300-420	1VN1-FKYW-4KCQ
			36,312.47	CL230097-001	537.02	01-0105-0-1310-1000-4300-105	1PFR-JTPK-3Y39
			36,312.47	PO240026-001	608.40	01-6500-0-5750-1120-4300-730	174M-FDWC-4NM4
			36,312.47	PO240054-001	187.74	01-0105-0-1310-1000-4300-105	1JGN-YFT3-DVW1
			36,312.47	PO240024-001	104.84	01-0101-0-1310-1000-4300-101	1X9L-PKH1-4LYR
			36,312.47	PO240027-001	284.18	01-6300-0-1110-1000-4100-740	13R1-LXMD-4M7T
			36,312.47	PO240029-001	71.08	01-0103-0-1210-2700-4300-103	1X61-6DJY-4JMM
			36,312.47	PO240031-001	410.94	01-0000-0-0000-3900-4300-760	13FX-YHRG-47WY
			36,312.47	CL230104-001	303.66	01-3061-0-7110-2490-4300-745	1JGN-YFT3-DXKP
			36,312.47	CL230103-001	44.41	01-0111-0-1110-1000-4300-101-503	19HW-V34R-6316
			36,312.47	CL230102-001	1,386.35	01-6010-0-1110-4000-4300-101	1C33-F1FK-4QTD

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			36,312.47	CL230101-001	2,018.56	01-6010-0-1110-4000-4300-101	174M-FDWC-4LXK
			36,312.47	CL230100-001	85.28	01-0335-0-3250-1000-4300-335	16JX-4DV7-4MPM
			36,312.47	CL230098-001	31.04	01-0111-0-1110-1000-4300-740-301	1T1X-4V16-4NRV
			36,312.47	CL230099-001	142.68	01-9659-0-1110-1000-4300-556	1NRP-3LXN-4GYL
			36,312.47	CL230099-002	185.15	01-9659-0-1110-1000-4300-556	1NRP-3LXN-4LGM
			36,312.47	CL230099-003	56.69	01-9659-0-1110-1000-4300-556	17YP-XWFG-4NMH
			36,312.47	CL230099-004	24.05	01-9659-0-1110-1000-4300-556	1RMT-9LPN-4LJP
			36,312.47	CL230042-001	69.92	01-9660-0-1110-4000-4300-101	1K1G-C63Q-4DDP
			36,312.47	CL230043-001	500.10	01-9354-0-0001-2490-4300-556	1C33-F1FK-4L7R
			36,312.47	CL230043-002	4,743.38	01-9354-0-0001-2490-4300-556	1QQP-WGLG-4J4Q
			36,312.47	PO240025-001	5,230.59	01-6300-0-1110-1000-4300-740	1FVC-FJVM-4LTY |
W-870670	006807-01 GRAPHICWORKS	07/25/2023	3,513.38	PO240258-001	3,513.38	11-6391-0-4110-1000-4300-561	05-15790
W-870671	012005-03 JESSICA FRUIHT	07/25/2023	2,000.00	CL230106-001	2,000.00	01-4035-0-1110-2140-5800-740	23061
W-870672	012049-01 M & G QUALITY CL	07/25/2023	18,400.00	PO240083-002	18,400.00	01-8150-0-0000-8110-5800-780	1002
W-870673	011588-02 TRAFERA LLC	07/25/2023	92,500.00	PO240053-001	92,500.00	21-9711-0-9742-8520-4400-790	I000767171
W-870674	008938-02 AMAZON CAPITAL S	07/25/2023	1,857.40	CL230118-001	1,857.40	21-9711-0-9645-8520-4300-103	1X61-6DJY-4KT6
W-870675	000194-01 COASTSIDE COUNTY	07/25/2023	7,311.41	CL230116-001	367.15	01-0000-0-0000-8205-5503-720	JUNE 2023
			7,311.41	CL230116-001	1,617.26	01-0000-0-0000-8205-5503-211	JUNE 2023
			7,311.41	CL230116-001	3,710.05	01-0000-0-0000-8205-5503-331	JUNE 2023
			7,311.41	CL230116-001	595.08	01-0000-0-0000-8205-5503-101	JUNE 2023
			7,311.41	CL230116-001	1,021.87	01-0000-0-0000-8205-5503-105	JUNE 2023
W-870676	010851-02 CORTES, JUDITH	07/25/2023	2,700.00	PO240266-001	2,700.00	01-2600-0-0000-2490-4300-000	071423

07/01/23-07/30/23 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2024**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-870677	011213-01 EXPLORE LEARNING	07/25/2023	3,295.00	CL230117-001	3,295.00	01-3010-0-1110-2490-4300-101	6776499
W-870678	006423-01 HOME DEPOT CREDI	07/25/2023	2,837.18	CL230124-001	1,516.49	01-8150-0-0000-8110-4300-780	8023570
			2,837.18	CL230123-001	1,320.69	01-9660-0-1110-4000-4300-740	9755496
W-870679	000380-01 ODP BUSINESS SOL	07/25/2023	2,196.90	CL230131-003	19.05	01-9354-0-1110-1000-4300-556	313032376001
			2,196.90	CL230131-004	6.10	01-9354-0-1110-1000-4300-556	313034055001
			2,196.90	CL230131-005	3.22	01-9354-0-1110-1000-4300-556	313034241001
			2,196.90	CL230131-006	6.45	01-9354-0-1110-1000-4300-556	313035485001
			2,196.90	CL230131-007	19.05	01-9354-0-1110-1000-4300-556	313036353001
			2,196.90	CL230130-001	168.44	01-0000-0-0000-7300-4300-720	310588439001
			2,196.90	CL230130-002	36.80	01-0000-0-0000-7300-4300-720	309786992001
			2,196.90	CL230130-003	27.33	01-0000-0-0000-7300-4300-720	309793487001
			2,196.90	CL230130-004	56.86	01-0000-0-0000-7300-4300-720	310950143001
			2,196.90	CL230130-005	9.24	01-0000-0-0000-7300-4300-720	311534431001
			2,196.90	CL230133-001	82.50	01-0000-0-0000-3900-4300-760	317423458001
			2,196.90	CL230132-001	274.52	01-0211-0-1310-1000-4300-211	312804807001
			2,196.90	CL230132-002	27.23	01-0211-0-1310-1000-4300-211	312805911001
			2,196.90	CL230129-002	34.98	01-0331-0-1451-1000-4300-331	311045007001
			2,196.90	CL230129-003	692.30	01-0331-0-1451-1000-4300-331	311043725001
			2,196.90	CL230128-001	74.45	01-0335-0-3250-1000-4300-335	309705499001
			2,196.90	CL230128-002	55.88	01-0335-0-3250-1000-4300-335	309705503001
			2,196.90	CL230128-003	317.01	01-0335-0-3250-1000-4300-335	309632550001
			2,196.90	CL230127-001	19.75	01-0107-0-1210-2700-4300-107	308173640002

07/01/23-07/30/23 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2024**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			2,196.90	CL230127-002	19.17	01-0107-0-1210-2700-4300-107	308267154001
			2,196.90	CL230127-003	19.83	01-0107-0-1210-2700-4300-107	309008007001
			2,196.90	CL230127-004	6.43	01-0107-0-1210-2700-4300-107	309009215001
			2,196.90	CL230131-001	19.05	01-9354-0-1110-1000-4300-556	312994760001
			2,196.90	CL230130-007	201.26	01-0000-0-0000-7300-4300-720	316697404001
W-870680	008443-01 RECOLOGY OF THE	07/25/2023	1,322.56	CL230126-001	1,322.56	01-0000-0-0000-8205-5504-103	7911
W-870681	006312-02 COUNTY OF SAN MA	07/25/2023	3,650.00	CL230113-001	3,650.00	01-0000-0-0000-7400-5800-750	4034
W-870682	011715-01 EARTH SYSTEMS	07/25/2023	1,495.75	CL230119-001	870.75	21-9711-0-9647-8520-5800-105	841127
			1,495.75	CL230114-001	625.00	21-9711-0-9636-8520-5800-331	841364
W-870683	011917-01 CIFUENTES RECYCL	07/25/2023	5,400.00	CL230111-001	1,800.00	21-9711-0-9640-8520-5603-101	2753
			5,400.00	CL230111-001	1,800.00	21-9711-0-9645-8520-5603-103	2753
			5,400.00	CL230111-001	1,800.00	01-8150-0-0000-8110-5603-780	2753
W-870684	000061-01 DANNIS WOLIVER K	07/25/2023	29,072.00	CL230112-001	2,121.00	01-0000-0-0000-7400-5810-750	JUNE 2023 1675
			29,072.00	CL230112-001	82.50	01-0000-0-0000-7300-5810-720	JUNE 2023 1675
			29,072.00	CL230112-001	4,831.50	01-0000-0-0000-7111-5810-750	JUNE 2023 1675
			29,072.00	CL230112-001	8,028.00	01-0000-0-0000-7112-5810-750	JUNE 2023 1675
			29,072.00	CL230112-001	5,952.00	40-9012-0-0000-8500-5810-000	JUNE 2023 1675
			29,072.00	CL230112-001	8,057.00	21-9711-0-9006-8500-5810-000	JUNE 2023 1675
W-870685	011814-01 BROOKWOOD PROGRA	07/25/2023	19,755.00	CL230115-001	19,755.00	40-9012-0-0000-8500-5800-000	3950-23
W-870686	000583-01 DEPARTMENT OF JU	07/25/2023	588.00	CL230134-001	588.00	01-0000-0-0000-7400-5800-750	666057
W-870687	012049-01 M & G QUALITY CL	07/25/2023	18,400.00	PO240083-003	18,400.00	01-8150-0-0000-8110-5800-780	1003
W-870688	000380-01 ODP BUSINESS SOL	07/25/2023	816.97	CL230131-002	3.22	01-9354-0-1110-1000-4300-556	313032062001

07/01/23-07/30/23 WARRANT REGISTER
41 Cabrillo Unified School District **Fiscal Year: 2024**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			816.97	CL230129-001	87.98	01-0331-0-1451-1000-4300-331	311045006001
			816.97	CL230130-006	725.77	01-0000-0-0000-7300-4300-720	314480665001
W-870689	007736-02 ROPER, KATHLEEN	07/25/2023	1,400.00	CL230120-001	1,400.00	01-3010-0-1110-1000-4300-105	102122 REIMB.
W-870690	011566-01 SPURR	07/25/2023	14,249.24	CL230135-001	1,932.85	01-0000-0-0000-8205-5502-720	131044
			14,249.24	CL230135-001	664.02	01-0000-0-0000-8205-5502-101	131044
			14,249.24	CL230135-001	407.36	01-0000-0-0000-8205-5502-103	131044
			14,249.24	CL230135-001	928.89	01-0000-0-0000-8205-5502-105	131044
			14,249.24	CL230135-001	1,814.49	01-0000-0-0000-8205-5502-211	131044
			14,249.24	CL230135-001	6,501.38	01-0000-0-0000-8205-5502-331	131044
			14,249.24	CL230135-001	2,000.25	01-0000-0-8120-8120-5502-331	131044
W-871608	006946-01 JUAREZ, ADRIANA	07/27/2023	11.79	CL230137-001	11.79	13-5310-0-0000-3700-5200-331	06/30/2023
W-871609	011856-01 LUNCH ASSIST, IN	07/27/2023	1,595.00	CL230138-001	1,595.00	13-5466-0-0000-3700-5800-770	1801
W-871610	011150-01 SCHOOL NUTRITION	07/27/2023	146.00	PV240005-001	146.00	13-5310-0-0000-3700-5800-770	07/24/2023
W-871611	009663-01 ATKINSON ANDELSO	07/27/2023	4,551.07	CL230141-001	4,551.07	01-0000-0-0000-2100-5810-730	686689
W-871612	000749-01 SEGURA, ROSALVA	07/27/2023	114.80	CL230140-001	114.80	01-2600-0-0000-2140-4300-000	REIMB
W-871613	009750-01 CINTAS	07/27/2023	114.92	CL230136-001	57.46	01-8150-0-0000-8110-4300-780	4158323889
			114.92	CL230136-002	57.46	01-8150-0-0000-8110-4300-780	4159027650
W-871614	003580-01 EMPLOYMENT DEVEL	07/27/2023	36,120.28	CL230139-001	36,120.28	01-0000-0-0000-0000-9565-000	942-4605-5

Warrant/EFT Count: 116 **Total Warrant/EFT Amount:** 1,145,596.55

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of The HEAL Project (THP) Agreement for Sustainability Projects

BACKGROUND INFORMATION

The CUSD Board has partnered with The HEAL Project to ensure the coordination of CUSD sustainability efforts. Included in this contract is the coordination of CUSD procurement of an electric fleet to transport our students with disabilities, alignment of sustainability education, recycling, and waste management across all our campuses, and aligning partners and resources for the CUSD modernization processes.

FISCAL ANALYSIS

This contract with The HEAL Project will be covered using CUSD Bond funds.

RECOMMENDATION

Staff recommends approval of the agreement as presented.

Memorandum of Understanding (MOU)
between
The HEAL Project (THP) and the Cabrillo Unified School District (CUSD)
for District Energy Savings and Sustainability Consulting Services

This Memorandum of Understanding and Intent of Partnership is undertaken by The HEAL Project (THP) and Cabrillo Unified School District (CUSD) for ongoing consulting work on CUSD's district wide sustainability and energy savings projects.

I. GOAL

To contract with THP to help provide energy savings and sustainability consulting services for six months to coordinate CUSD district wide and school campus sustainability programs.

II. BACKGROUND/OBJECTIVE

As more and more school districts advance their commitments to sustainability action and environmental education, campus facilities dashboards have become central tools of transparency, equity, accountability, and collective action for every level of the school community. The core purpose of a campus facilities and operations dashboard and ecological footprint calculator is to make facilities and operations data - energy, water, waste, procurement, etc. - transparent and accessible for use by multiple stakeholders for awareness, advocacy, and action. By making utilities data easy to read, a dashboard becomes a comprehensive tool that reinforces the goals of utilizing the facilities as a living laboratory and reducing a site's ecological footprint. In recent months, THP has consulted with CUSD to set up a sustainability dashboard, and CUSD hopes to leverage this new dashboard creation and THP's noted expertise in this area to include new services that can help CUSD achieve targeted goals of energy savings and district wide sustainability efforts.

III. DESCRIPTION OF SERVICES

<u>The Contractor, THP, will provide the following services:</u>

i. Enhance, update, and maintain CUSD's recently developed dashboard system
ii. Continue work on identification of grant opportunities and actual grant writing for energy savings (e.g., electrification of CUSD's bus and vehicle fleet, et cetera)
iii. Assist in research and implementation of water reclamation/diversion projects (e.g., rainwater/stormwater harvesting/recycling on district campuses, et cetera)
iv. Research impact of electricity savings through daylighting and other measures
v. Explore energy and water saving measures through greening of campuses with mini-clover, California native plants, and other alternative water-wise plantings
vi. Work with district staff on potential for community-based solar partnerships with municipal partners (i.e., City of Half Moon Bay and County of San Mateo)
vii. Identify ongoing strategies for district wide electrical and lighting savings
viii. Present to Governing Board on sustainability measures undertaken and realized

THP understands all consultants must adhere to CUSD policies and procedures while on campuses. In addition, as required by California State Education Code, THP staff shall be required to undergo fingerprinting and background checks before working directly with students. CUSD shall also be the recipient of any possible future notification, and CUSD retains authority to require a contractor to be removed from any District location based on subsequent notifications.

The term of this agreement shall be from August 1, 2023 through January 31, 2024. THP will track and invoice for all hours worked at $55 per hour at the end of the term.

IV. FORCE MAJEURE

No party shall be deemed to be in violation of this Agreement if it is prevented, hindered, or delayed in its performance of any of its obligations hereunder due to accidents, fires, explosions, or acts of God, including, without limitation, earthquake, floods, winds, storms, COVID 19 or any other disease, epidemic or pandemic ("Contagion"), quarantine or other acts of government applicable to the party claiming relief hereunder, or reasonable steps taken by a party to avoid further spread of the Contagion. In any such event, the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Agreement after the intervening cause ceases.

V. AMOUNT AND METHOD OF PAYMENT

The total amount that CUSD shall be obligated to pay for services rendered in this agreement shall not exceed FORTY-ONE THOUSAND DOLLARS ($41,000) for a 6-month contract term of August 1 2023 through January 31, 2024. A future extension of services may be possible to allow THP to provide additional work on this project or other projects after an amendment to this MOU is negotiated and signed by the parties named below. An invoice will be sent by THP to CUSD at least 30 days prior to payment due date. An invoice for the full payment will be sent near the completion of this agreement with payment due to THP no later than February 29, 2024.

The signatures below signify an understanding of the terms listed in this agreement.

_____

Sean McPhetridge, Superintendent, Cabrillo Unified School District Date

_____

J. Jesus Contreras, Deputy Superintendent of Business Services, Cabrillo Unified School District Date

_____

Amy Bono, Executive Director, The HEAL Project Date

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Medi-Cal Administrative Claiming Agreement with Contra Costa County Office of Education (CCCOE)

BACKGROUND INFORMATION

The Department of Health Care Services (DHCS) is the State agency responsible for administering the California Medical Assistance Program (Medi-Cal) and the School-based Medi-Cal Administrative Activities Program (SMAA) for Local Educational Consortia (LEC). LEC is the agency responsible for coordinating SMAA for the California County Superintendents Educational Services Association (CCSESA). LEC Region 4 has entered into an Agreement with DHCS to serve School Districts with Administrative Services related to School-based Medi-Cal Administrative Activities. LEC has agreed to act as the administrative agency for matters on behalf of the local educational agencies claiming reimbursement of federal monies for Medi-Cal Administrative Activities (MAA) services in accordance with California Welfare & Institutions Code Section 14132.47. LEC regularly makes claims under Medi-Cal for school districts located within the LEC Region 4.

LEC and Cabrillo Unified (CUSD) desire to enter into an agreement memorializing the respective obligations of the Parties in connection with the submission of the Medi-Cal invoices to the DHCS for reimbursement from the Federal government.

FISCAL ANALYSIS

Reimbursements are deposited into the CUSD General Fund.

RECOMMENDATION

Staff recommends approval of the agreement as presented.

Contra Costa County Office of Education

MEDI-CAL ADMINISTRATIVE CLAIMING AGREEMENT

This Agreement is made and entered into this **1st** day of **July, 2023**, by and between the **Cabrillo Unified School District** (hereinafter referred to as "local educational agency" or "LEA") having an address at **498 Kelly Avenue, Half Moon Bay, CA 94019** and the Contra Costa County Office of Education, Region 4 Local Educational Consortium (hereinafter referred to as "LEC") having an address at 77 Santa Barbara Road, Pleasant Hill, CA 94523; (hereinafter referred to individually, the "Party" and collectively, the "Parties").

RECITALS

A. The Department of Health Care Services ("DHCS") is the single State agency responsible for administering the California Medical Assistance Program ("Medi-Cal") and the School-based Medi-Cal Administrative Activities Program ("SMAA") for Local Educational Consortia, Region 4, in accordance with California Welfare and Institutions Code Section 14132.4(c)(1). The catalog of Federal Domestic Assistance ("CFDA") number for this federal program is 93.778, Medical Assistance Program ("Medi-Cal").

B. LEC in accordance with California Welfare and Institutions Code Section 14132.47, subdivision (q)(1), is the agency responsible for coordination of SMAA for the California County Superintendents Educational Services Association ("CCSESA") LEC Region 4.

C. LEC has entered into an Agreement with DHCS to serve LEA with Administrative Services related to School-based Medi-Cal Administrative Activities.

D. Pursuant to the DHCS Contract, LEC has agreed to act as the administrative agency for matters on behalf of the local educational agencies claiming reimbursement of federal monies for Medi-Cal Administrative Activities ("MAA") services in accordance with California Welfare & Institutions Code Section 14132.47.

E. LEA is located within the LEC Region 4 and regularly makes claims under Medi-Cal. LEC and LEA desire to enter into an agreement memorializing the respective obligations of the Parties in connection with the submission of the Medi-Cal invoices to the DHCS for reimbursement from the Federal government.

F. Four regional Local Educational Consortiums formed the Central California SMAA Consortia (hereinafter referred to "CCSC") to share the duties associated with the preparation of quarterly time studies using the RMTS (Random Moment Time Study) methodology. The CCSC is comprised of the following Regional Local Educational Consortiums:

- Region 3 (Sutter County Superintendent of Schools)
- Region 4 (Contra Costa County Office of Education)
- Region 5 (Santa Cruz County Office of Education)
- Region 6 (Stanislaus County Office of Education)

G. While the CCSC will combine Local Educational Consortiums for the purpose of creating a viable sample pool that can create a statistically valid random sample of moments, the claiming units will continue to individually invoice DHCS through their respective Local Educational Consortiums. DHCS will continue to enter into signed agreements with the individual Local Educational Consortiums and not enter into any agreement(s) with any consortia as a whole.

- Each quarter's survey moments will be randomly distributed among the consortia's claiming unit participants. All of the claiming units within the consortia that have satisfied the established participant standards will use the quarter's RMTS results for calculation on their individual invoice to be submitted to DHCS.

NOW, THEREFORE, in consideration of the foregoing Recitals, and the terms and conditions contained herein, the Parties hereby agree as follows:

1. COMMENCEMENT, DURATION AND TERMINATION OF SERVICES

This Agreement shall be effective for twelve (12) consecutive months commencing on **July 1, 2023** for preparing SMAA claims for LEA on a quarterly basis. The quarters are the three-month periods of July through September, October through December, January through March, and April through June. For new LEAs the first claim shall be submitted for the period October through December quarter, 2023, as the first quarter claim is based on time survey results from the previous three quarters of the prior fiscal year.

The initial term of this Agreement shall be one (1) year commencing as of the date hereof. Thereafter, the term of this Agreement shall automatically renew for successive one (1) year terms unless one Party has provided written notice to the other party at least ninety (90) days in advance of the end of the then existing term that it does not wish to renew the term of this Agreement.

LEA may terminate this agreement, with or without cause, ninety (90) days prior to the beginning of any RMTS applicable quarter as defined above. However, once the LEA has submitted a "Time Study Participant Roster Report" according to the DHCS SMAA manual guidelines and requirements, they may not terminate until the next quarter survey period. The LEA will be responsible for maintaining participation during these quarters. If the LEA terminates on or before July 1st of any fiscal school year, the LEA will be responsible for the LEC fees for the next averaged quarter. Written notice must be sent to LEC and the LEA agrees to pay all LEC fees for services provided by the LEC through the effective date of termination.

2. OPERATING PROCEDURES/SERVICES PROVIDED

LEC shall be responsible for supporting the processing of all those RMTS claims for services rendered by LEA and its employees or agents as incorporated in this agreement as Exhibit A.

A. Services Provided: LEC will provide the following services to LEA's. The LEC shall:

(1) Coordinate, schedule, and provide necessary training to representatives of each LEA according to the DHCS SMAA RMTS requirements.

(2) Review and code all SMAA RMTS "moments", reviewing the moments to ensure they are complete and assist participating LEA's to finalize the "moments".

(3) Process RMTS moments for invoicing.

(4) Give direction to LEA's for gathering necessary audit materials for each claiming unit for each quarter.

(5) Prepare invoices for submittal to the Department of Health Care Services for each participating LEA for each survey quarter.

(6) Provide the LEA a "hard copy" RMTS methodology to capture the moments for those Time Survey Participants (TSP) who cannot access the SSP for completing the assigned moment.

(7) Provide the "tape match percentage" from data submitted by LEA's.

(8) Assist LEAs to prepare for Center for Medicare and Medicaid Services and Department of Health Care Services site reviews and audits.

(9) Perform all aspects of the Random Moment Time Study (RMTS) methodology processing and provide all necessary support, programs and processes for LEA participation.

(10) LEC reserves the right to not certify invoices that do not comply with LEC, State and Federal SMAA requirements.

(11) LEC shall certify to DHCS the amount of LEA general funds or other funds allowed under Federal law and regulation expended on the allowable SMAA activities.

(12) LEC shall be the exclusive service provider for all SMAA Claiming Activities within Region 4 LEC Service Region, including but not limited to the administration of the State-approved time survey methodology, participant training, invoice preparation, program monitoring and audit compliance.

(13) LEC shall delegate certain administrative activities to vendors to assist with the administration of the program.

(14) LEC shall certify to DHCS:

a. The availability and expenditure of funds for all non-Federal share costs of performing Program activities.
b. The expenditures of LEA that represent costs eligible for Federal financial participation in the fiscal year.

(15) Issue reimbursement to LEA on claims approved and paid by DHCS within 45 days of receipt.

(16) Maintain LEC SMAA Audit Binder, pursuant to the State-approved SMAA Claiming Plan.

(17) LEC will act as the liaison between LEA and DHCS.

B. LEA shall provide the following and as incorporated in this agreement as Exhibit A.

(1) Adhere to all timelines established by LEC and DHCS. Submit all forms, documentation, and fiscal data in a manner prescribed by LEC and as required for the successful preparation and submission of SMAA RMTS claims pursuant to California law.

(2) Initially and for every quarter thereafter, provide a list of participants with job titles and standardized work hours or "shifts" as defined for the RMTS System Software

Platform (SSP) uploads and updates.

(3) Yearly and quarterly, provide the LEC approved school calendars and notify the LEC of any changes in the approved school calendar throughout the school year.

(4) Arrange for LEA TSP staff to have access to the SSP Vendor website for moment completion or provide a hard copy version to satisfy the moments.

(5) Arrange for the LEA MAA Coordinator(s) or Designee to attend required training sessions related to the SSP and RMTS methodology and oversees the completion of the RMTS process.

(6) Provide a contact person who shall serve as coordinator for all programmatic and fiscal LEA SMAA RMTS activities.

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

(8) During each time study quarter, the LEA will be required to maintain a minimum response rate of 85% of the moments assigned the LEA TSP's. If the LEA is unable to maintain a return rate of 85% of valid moments assigned, the LEA will have sanctions applied according to Section 11, SANCTIONS of this agreement.

(9) Federal regulations require that LEA maintain all records in support of allowable MAA activities for a minimum of five (5) fiscal years after the end of the quarter in which the LEC receives reimbursement from DHCS for the expenditures incurred. If an audit is in progress, or is identified as forthcoming, all records relevant to the audit must be retained throughout the audit's duration or final resolution of all audit exceptions, deferrals, and/or disallowances whichever is greater. All records retained must be stored ready-to-review in an Audit file: these files must be available to LEC, State, and Federal reviewers and auditors upon request in accordance with record retention requirements set forth under Title 42 of the Code of Federal Regulations (CFR), Section 433.32. Similarly, the documents that support the construction of a MAA claim must be kept five years after the last claim revision.

(10) LEA will ensure that invoice claims conform to all DHCS requirements at the time such claims are processed.

(11) In the event LEA reimbursement is disallowed after disbursement, the LEA must repay the disallowed amount to DHCS via the LEC and develop a revised invoice for LEC's review and submittal to DHCS. LEC will submit the revised invoice and repayment to DHCS for reconsideration pursuant to California Welfare & Institutions Code Section 14132.47, subsection (k). Should LEC take action to collect disallowed costs not paid by the LEA, the LEA shall reimburse LEC for all costs associated with such action, including, but not limited to any attorney's fees.

(12) The LEA understands and acknowledges that the LEC is not responsible for monitoring, reviewing, or verifying documentation for any coded moment required for the LEA Medi-Cal Billing Option Program (LEA BOP). The LEC is not liable for any exception, State or Federal disallowance related to district service documentation. The LEC is not responsible for any reimbursement or payment of funds to a LEC for participation in the LBOP for any exception, State or Federal disallowance related to direct service documentation. The LEC is not responsible

for any reimbursement or payment of funds to a LEA for participation in the LEA BOP.

3. FEE SCHEDULE

LEA shall pay the LEC a quarterly fee according to the following structure:

1. LEA shall pay to LEC, a fee equivalent to 9% of the SMAA RMTS quarterly invoices paid by the Department of Health Care Services (DHCS) to the LEA. This fee includes the DHCS Participation Fee and all the services outlined above in the agreement. LEA fees will be deducted by the LEC from the DHCS reimbursements prior to disbursement to the LEA.
2. The DHCS administrative fee, including the LEC obligation to DHCS, may be reviewed and/or adjusted on a yearly basis so that the fees collected cover both the LEC and DHCS obligations.
3. LEA acknowledges that, as a result of this fee arrangement, the LEA **will not be entitled** to recover any of the fees charged by the LEC as SMAA reimbursable costs on the LEA invoices.

4. OWNERSHIP OF PROGRAMS AND CONFIDENTIALITY OF REPORTS

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

LEC is the licensee of certain software and billing tools including, but not limited to, a web-site from a third-party contractor ("SSP Vendor"). In an agreement with the Vendor ("SSP Vendor Agreement") LEC, as the licensee, has agreed not to interfere with SSP Vendor's proprietary rights, to maintain the confidentiality of certain information and to restrictions on use of the SSP Vendor's product. LEC shall allow the LEA to use the licensed software and/or tools on the condition that the LEA also agrees to be bound by and comply with the licensee's obligations as set forth in Section 8 of the SSP Vendor Agreement. Section 8 of the SSP Vendor Agreement is attached hereto and incorporated herein as Exhibit "B."

5. CONFIDENTIALITY OF DATA

The Parties agree that, because of the sensitive nature of data and in view of the proprietary nature of medical 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 shall be held in confidence to the extent held by law 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 except as required by law.

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 shall be

wholly inadequate to fully compensate the aggrieved Party and therefore the aggrieved Party shall be entitled to full temporary and/or permanent injunctive relief against any breach or threat of breach of the foregoing provisions.

6. INPUT DATA

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

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

7. DESIGNATION AND RESPONSIBILITIES OF LEA FOR IT'S AUTHORIZED USERS.

LEA shall designate those employees and other personnel ("Users") who shall be given access to LEC approved SSP web-site for completion of the RMTS moments. LEA shall ensure that its Users are familiar with and will comply with the terms and conditions for use of the web-site as set forth in this Agreement. LEA shall be responsible for any unauthorized use by its employees and other personnel. LEA agrees that unauthorized use of passwords issued by LEC or SSP vendor is prohibited. LEA understands that Users and the LEA may be held liable for any unauthorized use and distribution of passwords.

8. LIMITATION OF LIABILITY ARISING FROM DEFAULT IN SERVICES

LEC shall 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 LEC. LEC's liability, under this agreement, is limited to the amount paid by LEA for the services under this agreement. LEC shall not be liable for any indirect, consequential, or incidental damages arising out of this agreement.

9. WORKERS' COMPENSATION

For the purpose of workers' compensation coverage, LEC shall be the employer and shall bear the responsibility of providing workers' compensation insurance or coverage for any person providing services covered by this Agreement.

10. HOLD HARMLESS AND MUTUAL INDEMNIFICATION

LEC and LEA shall each defend, indemnify, and hold the other Parties and their officials, officers, employees, consultants, subcontractors, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, to the extent arising out or incident to any negligent acts, omissions, or willful misconduct of the indemnifying Party or its officials, officers, employees, consultants, subcontractors, volunteers, and agents arising out of or in connection with the performance of this Agreement, including without limitation, the payment of consequential damages and attorney's fees and other related costs and expenses.

11. SANCTIONS

The SMAA RMTS methodology requires that the overall pool of moments have at least an 85% return rate of valid moments. If the return rate of valid moments is less than 85%, then all non-returned moments will be coded as non-allowable (Code 1).

To ensure that enough moments are met for the entire pool of moments, the moments assigned each LEA must have a minimum of 85% compliance. If LEA has non-returns greater than 15% of the total moments assigned for a quarter, the claiming unit will receive a warning letter. LEA's Superintendent or equivalent will be copied on all warning letters sent to the LEA Coordinator. If the LEA is in default the next quarter after being warned, they will not be able to participate for the remainder of that fiscal year.

12. 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 shall 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 except to the extent provided herein. 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. 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 the federal, state or local government, such term or provision shall be deemed severed from this Agreement and the remaining terms and provisions shall remain unaffected thereby.

D. NOTICES - Any notice sent pursuant to this Agreement shall be sent by certified mail to the Parties at their respective addresses.

E. STATE LAW - This Agreement shall be governed by and construed in accordance with the laws of California.

F. ANTI-FRAUD AND ABUSE - Notwithstanding anything to the contrary herein, this Agreement shall be subject to all applicable federal, state and local laws, regulations and directives concerning the Medicare and 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, shall be automatically void and of no effect whatsoever.

G. 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.

H. DEFINITIONS OF SUBRECIPIENTS AND VENDORS – Pursuant to Department of Health Care Services, PPL No. 13-004, dated May 17, 2013, *Notification of Contractual Agreement Language changes to add the Catalog of Federal Domestic Assistance Number 93.778 and Definitions of Subrecipients and Vendors,* attached as Exhibit B and incorporated into this agreement.

I. INTEGRATION – This agreement, including all exhibits and other documents incorporated herein or made applicable by reference, contains the complete and final understanding of the Parties' rights, duties and obligations with respect to the transaction discussed in the agreement and supersedes all prior Contracts, understandings and commitments, whether written or oral.

13. CONTRACTS WITH THIRD PARTY FOR SOFTWARE

A. Pursuant to California Welfare & Institutions Code Section 14132.47, subdivision (d), the LEC may subcontract with one or more third-party vendors for the provision of administrative activities necessary for the proper and efficient administration of the Medi-Cal program. These services may include software and/or tools including, but not limited to, a web-site, which can be used by LEC and LEA for the collection of data, records and information, for the maintenance of the data, records and information, and for other SMAA RMTS services provided pursuant to this Agreement.

B. LEA understands and acknowledges that the LEC has heretofore entered into a license agreement with a third-party vendor ("Vendor") for the provision of software and/or tools including, but not limited to, a web-site, which may be utilized by both Parties to transmit and store information in connection with this Agreement. Notwithstanding the foregoing, LEC shall not be in breach of this Agreement in the event that the current Vendor Agreement is terminated for any reason.

C. If LEC enters into another third-party contract for the provision of software and/or tools and that third-party contractor will have access to LEA's student records or be required to maintain the student records of LEA, LEC shall include in the third-party contract the same provisions, or provisions substantially similar to those set forth in Exhibit "C" attached hereto and incorporated herein.

14. WARRANTY LIMITATION

LEC makes no representation or warranties expressed or implied, including, but not limited to, the warranties of merchantability and fitness for a particular purpose, arising by operation of law or otherwise, except as expressly stated herein.

15. LEA GOVERNING BOARD AUTHORIZATION

If applicable, the LEA affirms that this Agreement has been approved by the Governing Board of LEA at its meeting of _____ and that the individual signing on behalf of the LEA below is authorized by the Governing Board to execute this Agreement.

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

LEA:	**Cabrillo Unified School District**	**LEC:**	**Contra Costa County Office of Education**
By:		**By:**	
Printed Name:		**Printed Name:**	**Daniela Parasidis**
Title:		**Title:**	**Deputy Superintendent, Business and Administrative Services**
Date:		**Date:**	

EXHIBIT A – Medi-Cal Administrative Claiming Agreement

Task

	Operating Procedures with LEC as Invoicing facilitator	LEC Coordinator	LEA Coordinator
1.	Evaluate LEA MAA program to ensure appropriate participation	✓	✓
2.	Maintain audit files and store data required to support operational plan		✓
3.	Review audit file/operational plan for quality assurance and compliance	✓	✓
4.	Provide and/or ensure RMTS training for coordinators	✓	
5.	Provide web-based RMTS Software System Platform (SSP) for RMTS moment completion	✓	
6.	Provide 100% coding of moments and clarification of moments if necessary	✓	
7.	Provide "Best Practices" - Hard Copy RMTS Moment (if applicable)	✓	✓
8.	Provide LEC an Approved School Calendar annually and every quarter thereafter as changes occur or upon request. Certify calendar in system after it has been entered by LEC		✓
9.	Input LEA Calendar into SSP, update periodically and certify	✓	
10.	Provide LEC a quarterly TSP roster, including staff schedules		✓
11.	Rosters: First period of RMTS implementation: TSP roster, including staff schedules must be uploaded using a template.	✓	
12.	Rosters: All subsequent quarters TSP roster/schedules must be updated quarterly	✓	
13.	LEA/LEC to certify Coding Report	✓	✓
14.	Offer support both programmatically and fiscally	✓	
15.	Supply RMTS results for invoice process	✓	

16.	Generate/provide LEA Medi-Cal percentage (tape match)	✓	
17.	Provide fiscal training, materials and forms	✓	
18.	Review and provide all fiscal data necessary to process RMTS invoice		✓
19.	Ensure TSPs are not 100% Federally Funded and/or 100% paid out of the Indirect Cost Rate (ICR)	✓	✓
20.	Review LEA fiscal data and prepare invoice for reimbursement	✓	
21.	Prepare and submit invoice to DHCS for payment	✓	
22.	Process DHCS invoice reimbursements and send reimbursement payments to LEAs	✓	

EXHIBIT B – Medi-Cal Administrative Claiming Agreement

Revised Contractual Agreement Language for Subrecipients and Vendors in Accordance with the Catalog of Federal Domestic Assistance Number 93.778 for School Based Medi-Cal Administrative Activities Program and Definitions for Subrecipients and Vendors Incorporated into the contract between Contra Costa County Office of Education and Department of Health Care Services.

Definitions

A. The following definitions are applicable to this Contract.

1) "CFDA number" means the number assigned to a federal program in the Catalog of Federal Domestic Assistance (CFDA).

2) "Federal award" means federal financial assistance and federal cost-reimbursement contracts that non-federal entities receive directly from federal awarding agencies or indirectly from pass-through entities. It does not include procurement contracts, under grants or contracts, used to buy goods or services from vendors.

3) "Federal awarding agency" means the federal agency that provides an award directly to the recipient.

4) "Federal program" means all federal awards to a non-federal entity assigned to a single number in the CFDA.

5) "Pass-through entity" means a non-federal entity that provided a federal award to a subrecipient to carry out a federal program.

6) "Recipient" means a non-federal entity that expends federal awards received directly from a federal awarding agency to carry out a federal program.

7) "Subrecipient" means a non-federal entity that expends federal awards received from a pass-through entity to carry out a federal program, but does not include an individual that is a beneficiary of such a program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency. Guidance on distinguishing between a subrecipient and a vendor is provided in OMB Circular A-133.

A. "Vendor" means a dealer, distributor, merchant, or other seller providing goods or services that are required for the conduct of a federal program. These goods or services may be for an organization's own use or for the use of beneficiaries of the federal program. Additional guidance on distinguishing between a subrecipient and a vendor is provided in OMB Circular A-133.

B. The definitions in Section 8, Item 8.A. shall be included in all of Contractor's contracts with subrecipients and vendors.

EXHIBIT C – Medi-Cal Administrative Claiming Agreement

PROPRIETARY RIGHTS; PROTECTION OF CONFIDENTIAL INFORMATION; DATA STORAGE.

1.1. Ownership. LEA and LEC acknowledges that PCG owns the System Service, that the System Service is not generally published, and that the System Service embodies the Confidential Information of PCG. All right, title, and interest in and to the System Service, including, without limitation, all copyrights, trade secret rights, and other intellectual property rights pertaining in and to the System Service shall remain vested in PCG and its third-party licensors. PCG acknowledges that LEA and LEC owns all of the data inputted by each LEA and LEC User and any and all reports produced as a result of using the System Service. LEA and LEC acknowledge that PCG shall have the right to aggregate any data input by LEA and LEC Users for PCG's own purposes, but shall not use or disclose personal or individual identifying information.

1.2. Confidentiality Obligations. Each Party agrees that: (i) neither Party will disclose to any third party any of the other Party's Confidential Information except to the receiving Party's employees and contractors with a need to know and who have agreed in writing to confidentiality obligations substantially the same as those set forth herein; (ii) each Party will use the same degree of care it uses to maintain the confidentiality of its own information of similar importance in its possession or control, but in no event less than a reasonable degree of care; and (iii) neither Party will use or authorize the use of Confidential Information for any purpose other than to fulfill such Party's obligations hereunder. Each Party agrees that neither Party will disclose to any third party any of the terms of this Agreement, which will be treated as Confidential Information, except to the receiving Party's employees, contractors, and advisors with a need to know and who have agreed in writing to confidentiality obligations substantially the same as those set forth herein, and neither Party will use the terms of this Agreement for any purpose other than to fulfill such Party's obligations under this Agreement, except as either Party is otherwise required by law. The Parties may modify these obligations through express written agreements.

This section is referenced in Section 13.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Contract with KIS for Software and Licenses to Safely Operate CUSD Network

BACKGROUND INFORMATION

Cabrillo Unified (CUSD) has partnered with KIS to provide all licenses and software needed to safely operate all our sites. KIS services provide CUSD with the redundancy needed for our computer network for cyber-security.

FISCAL ANALYSIS

Part of this contract with KIS will be covered through the E-Rate federal program. The rest will be covered through the General Fund.

RECOMMENDATION

Approve as submitted.



Keep IT Simple

Keeping IT simple since 1988!

Nick Carvalho
Sales Operations Associate

nickc@kiscc.com
(510) 403-7559

Quote

KIS - Keep IT Simple
43160 Osgood Road
Fremont, CA 94539
United States

Quote #	**7858 v2**
Date	**2023/03/06**
Expires	**2023/04/05**
Contact	**Karen Bascomb**

Prepared for

Cabrillo Unified School District
Stig Lynne
498 Kelly Avenue
Half Moon Bay, CA 94019
United States

T: 650-712-7100 x103
E: lynnes@cabrillo.k12.ca.us

ACCEPT QUOTE

Cabrillo Unified School District - Meraki E-Rate

One-Time Fees

Category	Item	Qty	Price	Total
Subscription	**LIC-MS120-8FP-3YR**	1	$87.59	**$87.59**†
Subscription	**LIC-MS125-24P-3Y**	2	$295.17	**$590.34**†
Subscription	**LIC-MS220-24P-3YR**	5	$246.72	**$1,233.60**†
Subscription	**LIC-MS220-48LP-3YR**	8	$433.39	**$3,467.12**†
Subscription	**LIC-MS225-24P-3YR**	22	$408.07	**$8,977.54**†
Subscription	**LIC-MS225-48LP-3YR**	1	$584.26	**$584.26**†
Subscription	**LIC-MS250-48LP-3YR**	9	$810.07	**$7,290.63**†
Subscription	**LIC-MS320-48LP-3YR**	1	$664.38	**$664.38**†
Subscription	**LIC-MS410-16-3YR**	1	$772.85	**$772.85**†
Subscription	**LIC-MS42-3YR**	10	$308.56	**$3,085.60**†
Subscription	**LIC-MS22-3YR**	10	$308.56	**$3,085.60**†
Subscription	**LIC-MT-3Y**	1	$174.97	**$174.97**†
Subscription	**LIC-MV-3YR**	87	$384.96	**$33,491.52**†
Subscription	**LIC-MX450-SEC-3YR**	1	$25,665.09	**$25,665.09**†
Subscription	**LIC-ENT-3YR**	226	$209.99	**$47,457.74**†
Subscription	**LIC-SME-3YR**	550	$46.66	**$25,663.00**†

Quote

Category	Item	Qty	Price	Total
General Purpose UPS	**Tripp Lite UPS Smart 1500VA 1350W Rackmount AVR 120V Pure Sine Wave USB DB9 SNMP Extended Run 2URM** Tripp Lite UPS Smart 1500VA 1350W Rackmount AVR 120V Pure Sine Wave USB DB9 SNMP Extended Run 2URM - 1500VA/1000W - 10 Minute Full Load - 8 x NEMA 5-15R • Protects connected mission-critical equipment against damage, downtime and data loss due to blackouts, brownouts, power surges and line noise. Ideal solution for data centers, VoIP systems and network closets • Corrects under- and overvoltages from 83V to 145V • 8 NEMA 5-15R outlets-4 switchable via network interface • Network power management and control capability • Expandable runtime with optional external battery packs • 14 min. runtime at half load; 4.9 min. at full load • 2-year warranty, 3 year with registration • $250,000 Ultimate Lifetime Insurance	10	$877.41	**$8,774.10**
AC Bridge	**Ubiquiti NanoBeam AC Gen 2** Ubiquiti NanoBeam AC Gen2 NBE-5AC-GEN2 IEEE 802.11ac 450 Mbit/s Wireless Bridge - 5 GHz - 9.3 Mile Maximum Outdoor Range - 1 x Network (RJ-45) - Ethernet, Fast Ethernet, Gigabit Ethernet - Wall Mountable, Pole-mountable	3	$97.61	**$292.83**
Wireless Devices	**Ubiquiti airMAX Rocket Prism 5AC Radio** Ubiquiti Rocket Prism AC Gen2 RP-5AC-Gen2 IEEE 802.11ac 500 Mbit/s Wireless Bridge - 5 GHz - 1 x Network (RJ-45) - Gigabit Ethernet	1	$243.37	**$243.37**
Antennas	**Ubiquiti airMAX 5 GHz, 13 dBi Omni Antenna** Ubiquiti Next-Gen 2x2 Dual Polarity MIMO Omni Antenna - Range - SHF - 5.45 GHz to 5.85 GHz - 13 dBi - Base StationPole - Omni-directional	1	$160.46	**$160.46**
Miscellaneous Materials	**Misc. Materials** Cat6 OSP Cable, connectors, Jacks, mounting hardware	1	$600.00	**$600.00**
Labor	**Configuration and Installation Estimate** • 12 hours of installation per site (48 hours total) - Network Engineer • 6 hours switch configuration 2 hrs per site	54	$162.77	**$8,789.58**†

† *Non-taxable item*

Please contact us if you have any questions.

Quote

One-Time Subtotal	$181,152.17
(9.38%)	$944.64
Total One-Time	**$182,096.81 USD**

ACCEPT QUOTE

Comments

Scope of Work

Central Location

1. Pull one (1) CAT6 cable from switch to rooftop mast.
2. Install one (1) airMAX Rocket Prism 5AC Radio with Omni Antenna on rooftop mast

Other Locations

1. Pull one (1) CAT6 cable from switch to rooftop mast.
2. Install and aim one (1) airMAX Nanobeam 5AC Bridge.

Terms and Conditions

A convenience fee of two point nine percent (2.9%) will be applied to credit card purchases.

Unless otherwise stated on the invoice, payment terms are thirty (30) days net from date of invoice. If Buyer fails to pay in accordance with these terms, KIS, at its option, may charge Buyer, and Buyer shall pay KIS (in addition to the price), a delinquent administrative service charge on the unpaid amount at the rate of one and a half percent (1.5%) per month (or such lower rate as may be the maximum allowable by law) from any such date until the date of payment. Should the Buyer become delinquent in the payment of any sum due to KIS, KIS shall not be obligated to continue performance under any agreement with Buyer. In the event of default, collection costs and attorney fees may apply.

Contact

Karen Bascomb | **Manager of Sales Operations**

P : 510-403-7577
E : karenb@kiscc.com
W : www.kiscc.com
Fremont Business Center
48383 Fremont Blvd. # 122, Fremont, CA 94538

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of QKA Agreement for El Granada and Hatch Bond Projects

BACKGROUND INFORMATION

The CUSD Board retained the QKA Architects firm for the EL Granada modernization project. QKA has supported and continues supporting CUSD with other Bond projects at Hatch, including campus fencing, expansion of the Expanded Learning Opportunities Program (ELOP), and preschool initiatives.

FISCAL ANALYSIS

QKA Architects Design, Division of State Architect (DSA) approvals, and collaboration with contractors will be covered using CUSD Bond funds.

RECOMMENDATION

Staff recommends approval of the agreement as presented.

QUATTROCCHI KWOK
ARCHITECTS

June 21, 2023

Sean McPhetridge, Superintendent
Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

RE: El Granada ES Phase Two - New Classroom Building & Site Development
QKA Project 1972.02

Sean;

I'm writing to provide the scope and initial fee authorization for the El Granada Elementary School Phase Two building modernization and related site development. This scope and fee letter forms an amendment to the August 12, 2021, Cabrillo USD-QKA Agreement for Architectural Services. These services are exclusive of previous El Granada planning and design work.

Scope of Work

The scope of work for Phase Two provides modernization of the buildings and related site development described in the El Granada Master Plan presented to the Board of Trustees on March 16, 2021 and titled "Draft Master Plan: Revised Demographics/Cost Savings" and as amended by the April 25, 2023 Annotated Master Plan Update as summarized below:

- Modernization of approximately 12,000 SF one-story classroom and administration building
- Modernization of approximately 3,400 SF one-story library and classroom building
- Modernization of approximately 3,554 SF one-story kindergarten building
- Minor modernization of approximately 4,928 SF one-story multipurpose building
- Covered Outdoor area of approximately 2000 SF
- Adjacent site and courtyard paving and landscaping for classroom access and student gathering.
- Accessible ramp and improvements to an existing stair for additional site access from Santiago Avenue
- Currently excluded from this phase:
  - Building or site design for future phases

MAIN:
636 Fifth Street, Santa Rosa, CA 95404
EAST BAY:
55 Harrison Street, Suite 525, Oakland, CA 94607
707.576.0829
A California Corporation
www.qka.com

- Additional Site accessibility upgrades including accessible parking and paths of travel – this can be included with its budgeted construction cost if required for Division of State Architect approval.

Summary of Estimated Phase Two Construction Costs

The Phase Two *construction cost* budget including escalation and contractor markup and excluding non-construction or "soft costs", and construction change order contingency is based on a budget of $17,000,000 provided by the District.

Compensation

As described in the District-Architect Agreement, QKA will provide services for a fee based on a percentage for Basic Services plus Additional Services Consultants. The Basic Services fee calculation assumes a single DSA submittal and approval with a single construction contract.

1. Basic Services Fee: Based on the $17,000,000 Phase Two Construction Cost above.

Construction Cost	Cumulative Construction Cost	% of Construction Cost	Design Fee
1st $500,000	$500,000	12.00%	$60,000
2nd $500,000	$1,000,000	11.50%	$57,500
next $1,000,000	$2,000,000	11.00%	$110,000
next 4,000,000	$6,000,000	10.00%	$400,000
next 4,000,000	$10,000,000	9.00%	$360,000
balance	$7,000,000	8.00%	$560,000
Totals	**$17,000,000**		**$1,547,500**

Compensation will be adjusted at each design phase, Bid and Construction Phases as described in Agreement.

2. Additional Services: As described in the Agreement, the following consultants are identified as Additional Services at cost plus 5%:

   a. Landscape Architect – ANLA
      Phase 1 ($31,500) and Schematic Design for remainder of site ($23,650) $97,000
   b. Acoustical Engineer – Bill Dohn Acoustical Engineer $29,900

   Total Additional Services Fees **$126,900**

TOTAL PHASE TWO FEE - Basic and Additional Services **$1,674,400**

As indicated in the Agreement, services shall be invoiced under the following phases:

PERCENTAGE OF TOTAL FEE PER PHASE	
Phase	**Phase Amount**
Pre-Design/Architectural Program Development Phase	In SD Phase
Schematic Design Phase	12.5%
Design Development Phase	17.5%

Construction Documents Phase-Submittal to DSA	35%
Approval by DSA	5%
Bidding Phase	2%
Construction Contract Administration Phase	23%
Close Out Phase, including punch list, M&O Documents, and receipt of DSA Close Out, including DSA approval of the final set of Record Drawings	5%
TOTAL BASE COMPENSATION	**100%**

Reimbursable Expenses: Reimbursable Expenses are described in the Agreement at direct cost plus 5%. For purposes of an initial budget, we propose an initial Reimbursable allowance of $25,000.

If you agree to the scope and fees, please return a signed copy attention to our Contract's Manager, Carol Tonelli.

Thank you again for this opportunity. We look forward to continuing our work for El Granada Elementary School at your earliest convenience.

Sincerely;

Mark Quattrocchi, FAIA

Agree to scope and fees for the Cabrillo Unified School District:

Date: _____

Signature: _____

Name: _____

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
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Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Contract for Inspector of Record for the Modernization of Farallone View and El Granada Elementary Schools

BACKGROUND INFORMATION

The modernization of El Granada and Farallone View requires the services of an Inspector of Record (IOR) to validate and approve modernization processes in alignment with the Division of State Architect (DSA) requirements. Staff vetted CIS Inc's candidacy for this function through rigorous criteria, which included a ranking of proposals and interviews. Staff is recommending approval of the contract with CIS Inc. to function as IOR for the modernization of Farallone View and El Granada.

FISCAL ANALYSIS

Projects are funded through the CUSD Bond Program funds (Fund 21) and will not affect the CUSD General Fund.

RECOMMENDATION

Staff recommends approval of CIS Inc. as presented.

INDEPENDENT CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES (PROJECT INSPECTOR)

This Independent Consultant Agreement for Professional Services ("Agreement") is made and entered into as of August 10, 2023 by and between the Cabrillo Unified School District, ("District") and CIS Inc. ("Consultant"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

1. **Services**. The Consultant shall provide Project Inspector services for the **FARALLON VIEW ELEMENTARY SCHOOL MODERNIZATION PROJECT** 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 9/1/2023 and will diligently perform as required and complete performance of Building A by 10/31/2024, unless this Agreement is terminated and/or otherwise cancelled prior to that time.

3. **Submittal of Documents**. The Consultant shall not commence the Services under this Agreement until the Consultant has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

   X Signed Agreement
   X Workers' Compensation Certification
   X Fingerprinting/Criminal Background Investigation Certification
   X Insurance Certificates and Endorsements
   X W-9 Form
   _____ Other: _____

4. **Compensation**. District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total Fee not to exceed **Three Hundred Fifty Two Thousand Eight Hundred Dollars & 0/100 ($352,800.00)**. District shall pay Consultant according to the following terms and conditions:

   4.1. Payment for the Work shall be made for all undisputed amounts based upon the delivery of the work product as determined by the District. Payment shall be made within thirty (30) days after the Consultant submits an invoice to the District for Work actually completed and after the District's written approval of the Work, or the portion of the Work for which payment is to be made. The schedule of deliverable Services to be produced is as follows:

      4.1.1. Not used

   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 the 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.

      4.3.1.1. Not used

   4.4. Not used.

5. **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:

5.1. Not Used.

6. **Independent Contractor**. Consultant, in the performance of this Agreement, shall be and act as an independent contractor. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the 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. In the performance of the work herein contemplated, Consultant is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.

7. **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:

   7.1. Not Used.

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.

   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.

   8.2. **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.

   8.3. **District Approval.** The work completed herein must meet the approval of the District and shall be subject to the District’s general right of inspection and supervision to secure the satisfactory completion thereof.

   8.4. **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.

9. **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 the 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.

10. **Ownership of Data**. Pursuant to Education Code section 17316, this Agreement creates a non-exclusive and perpetual license for the District to use, at its discretion, all plans including, but not limited to, record drawings, specifications, estimates and other documents that Consultant prepared or cause 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 cause to be prepared pursuant to this Agreement.

    In the event the District changes or uses any fully or partially completed documents without Consultant's knowledge or participation or both, the 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 the District uses any fully or partially completed documents without the Consultant's full involvement, the District shall remove all title blocks and other information that might identify Consultant.

11. **Copyright/Trademark/Patent**. Consultant understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Consultant agrees to take such actions as are necessary to protect the rights assigned to the District in this Agreement, and to refrain from taking any action that would impair those rights. Consultant's responsibilities under this Agreement include without limitation, placing proper notice of copyright on all versions of the plans and specifications. Consultant consents to use of Consultant's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

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 the 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 the District shall give reasonable prior notice to Consultant and shall conduct audit(s) during Consultant's normal business hours, unless Consultant otherwise consents.

13. **Termination**.

    13.1. **For Convenience by District**. District may, at any time, with or without reason, terminate this Agreement 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 the Consultant or no later than three days after the day of mailing, whichever is sooner.

    13.2. **For Convenience by Consultant**. Consultant may, upon sixty (60) days notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Consultant for services satisfactorily rendered to the date of termination. Written notice by Consultant shall be sufficient to stop further performance of services to District. Consultant acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.

13.3. **With Cause by District**. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

13.3.1. material violation of this Agreement by the Consultant; or

13.3.2. any act by Consultant exposing the District to liability to others for personal injury or property damage; or

13.3.3. Consultant is adjudged a 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 and 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, the District may secure the required services from another Consultant. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Consultant shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the 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.

14. **Indemnification**. To the furthest extent permitted by California law, Consultant shall indemnify and hold harmless the 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 the Consultant. 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 claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the Consultant. The District shall have the right to accept or reject any legal representation that Consultant proposes to defend the indemnified parties.

15. **Insurance**.

15.1. The 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	$ 1,000,000
Professional Liability	$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	$ 1,000,000

15.1.1. **Commercial General Liability and Automobile Liability Insurance**. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect the Consultant, the 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 the District.)

15.1.2. **Workers' Compensation and Employers' Liability Insurance**. Workers' Compensation Insurance and Employers' 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, the 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.

15.1.3. **Professional Liability (Errors and Omissions)**. Professional Liability Insurance as appropriate to the Consultant's profession, coverage to continue through completion of construction plus two (2) years thereafter.

15.2. **Proof of Carriage of Insurance**. The 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 the District and approved by the District. Certificates and insurance policies shall include the following:

15.2.1. 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 the 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."

15.2.2. 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.

15.2.3. An endorsement stating that the District and its Governing Board, 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.

15.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.

15.3. **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 the District.

16. **Assignment**. The obligations of the Consultant pursuant to this Agreement shall not be assigned by the Consultant.

17. **Compliance with Laws**. Consultant shall observe and comply with all rules and regulations of the governing board of the 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 Work as indicated or specified. If Consultant observes that any of the Work required by this Contract is at variance with any such laws, ordinance, rules or regulations, Consultant shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Work shall be made and this Contract shall be appropriately amended in writing, or this Contract shall be terminated effective upon Consultant's receipt of a written termination notice from the District.

    17.1. **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 the District.

        17.1.1. **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.

        17.1.2. **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 the District or the Department of Industrial Relations.

        17.1.3. **Labor Compliance**: Consultant shall perform the Work 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.

18. **Certificates/Permits/Licenses/Registration**. Consultant and all Consultant's employees or agents shall secure and maintain in force such certificates, permits, licenses and registration as are required by law in connection with the furnishing of Services pursuant to this Agreement.

19. **Employment with Public Agency**. Consultant, if an employee of another public agency, agrees that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.

20. **Anti-Discrimination**. It is the policy of the 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 the 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, the 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. Although District has determined that fingerprinting is not applicable to this Agreement, 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 the 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 the 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. **Disabled Veteran Business Enterprises**. Section 17076.11 of the Education Code 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, the Consultant must submit, upon request by the District, appropriate documentation to the District identifying the steps the Consultant has taken to solicit DVBE participation in conjunction with this Agreement, if applicable.

23. **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.

24. **District's Evaluation of Consultant and Consultant's Employees and/or Subcontractors**. The District may evaluate the Consultant in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:

24.1. Requesting that District employee(s) evaluate the Consultant and the Consultant's employees and subcontractors and each of their performance.

24.2. Announced and unannounced observance of Consultant, Consultant's employee(s), and/or subcontractor(s).

25. **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.

26. **Confidentiality**. The 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.

27. **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:**
Cabrillo Unified School District	CIS Inc
498 Kelly Ave.	243 Arroyo Dr.
Half Moon Bay, CA 94019	Pacifica, CA 94044
	FAX: 650-208-0524
ATTN: Jesus Contreras	ATTN: Kurt Dodge

Any notice personally given or sent by facsimile 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.

28. **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.

29. **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 the 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. **The 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. **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.

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 authority and empowered to enter into this Agreement.

38. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

39. **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: _____, 20___	Dated: _____, 20___
Cabrillo Unified School District	**[Consultant]**
By: _____	By: _____
Print Name: Jesus Contreras	Print Name: Kurt Dodge
Print Title: Chief Business Officer	Print Title: President

Information regarding Consultant:

License No.: _____

Registration 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, the District requires the Consultant to furnish the information requested in this section.

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

> 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: _____

Name of Consultant: CIS Inc

Signature: _____

Print Name and Title: Kurt Dodge, 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 the District prior to performing any Work under this Contract.)

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

One of the three boxes below **must** be checked, with the corresponding certification provided, and this form attached to the Independent Consultant Agreement for Professional Services ("Agreement"):

☐ Consultant's employees will have only limited contact, if any, with District pupils and the District will take appropriate steps to protect the safety of any pupils that may come in contact with Consultant's employees so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Consultant for the services under this Agreement. As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District. (Education Code § 45125.1 (c))

Date: _____

District Representative's Name and Title: _____

District Representative's Signature: _____

☒ The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Consultant's services under this Agreement and Consultant certifies its compliance with these provisions as follows: "*Consultant certifies that the Consultant has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Consultant's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Consultant, 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 that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto*."

☐ Consultant's services under this Agreement shall be limited to the construction, reconstruction, rehabilitation, or repair of a school facility and although all Employees will have contact, other than limited contact, with District pupils, pursuant to Education Code section 45125.2 District shall ensure the safety of the pupils by at least one of the following as marked:

☐ The installation of a physical barrier at the worksite to limit contact with pupils.

☐ Continual supervision and monitoring of all Consultant's on-site employees of Consultant by an employee of Consultant, _____, whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

☐ Surveillance of Employees by District personnel.

Date: _____

District Representative's Name and Title: _____

District Representative's Signature: _____

I am a representative of the Consultant entering into this Agreement with the District and I am familiar with the facts herein certified, and an authorized and qualified to execute this certificate on behalf of Consultant.

Date: _____

Name of Consultant: _____

Signature: _____

Print Name and Title: _____

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONSULTANT

DESCRIPTION OF SERVICES TO BE PERFORMED

Consultant's entire Proposal is **not** made part of this Agreement.

CONSULTANT shall provide, as authorized in advance by the Cabrillo Unified School District (District) and in the manner described below, the following construction phase inspection services to District for the Farallon View Elementary School Modernization Project:

1.1 Services under this contract are to provide assurance that the Project is built according to the approved construction documents so that the Division of the State Architect (DSA) can certify it as a School Building when it is complete.

1.2 In addition to the duties described in **Division of the State Architect Document IR A-8,** the Inspector's duties include all activities required to develop and maintain personal knowledge of the work, including, but not limited to:

- Monitoring work for conformance with all applicable codes
- Preparing necessary reports including daily field reports submitted on a daily basis
- Daily field reports are to include a detailed description of work broken out by building and by area within the building
- Maintaining codes, documents, submittals, and records
- Developing and maintaining a field checklist and a progress chart
- Reporting on any project delays
- Verify time and quantities expended on time and materials work
- Review quality of work for conformance with the construction contract documents and quality standards of the industry
- Performing project close out procedures
- Maintain a posted set of documents at all times including RFIs, ASIs, and PCOs
- Review and verify construction Contractor's monthly request for progress payments, Assist Architect, Construction Manager and/or District to determine percent complete
- Assist Architect, Construction Manager, and/or District at substantial completion with documenting punch-list items
- Review and verify completion of punch-list items
- Review and verify completion of all required testing, including, electrical grounding, fire alarm system, mechanical system balancing, etc.
- Assist to ensure testing laboratory follows up with findings by issuing test reports to Project team
- Assist with testing laboratories billings to confirm costs for services provided
- Ensure that the required record drawings, as-builts, are maintained and up to date by the construction Contractor and that they show accurate information of changes to the construction Contract Documents. Review weekly and at the end of the Project. Confirm accurate and complete.

1.3 The inspector will not be expected to do the work of others.

- The Inspector will not supplant any part of the Architect's contract administration responsibilities.
- The Inspector will not perform specific coordination tasks, except as herein provided.

EXHIBIT "B"

LABOR AND EXPENSE SUMMARY

Task:	**Rate:**
Regular Hour Rate	$150/per hour

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Martha Ladd, M.Ed., Director of Educational Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Short Term and Annual Contracts for Special Education Related Services and Pre-Referral Services

BACKGROUND INFORMATION

The attached document represents short term contracts and/or annual contracts with SELPA approved Non-Public Agencies for Speech Services, Occupational Therapy Services, Mental Health Services (pre-referral and ERMHs), Vision Services, Physical Therapy Services, Psycho-Ed Services, and Ed Specialist services.

SPED Contracts/Independent Contractors 2023

FISCAL ANALYSIS

These are annual costs to Special Education services and Pre-referral services. Costs are charged to budget resource code 6500 and mental health grant resources 6546 and 3310.

RECOMMENDATION

Approve as submitted.

SPED Contractors 2023-24

Name	Company/Independent	Role/Position	FTE (FT/PT/AN)	Cost of Contract	Contracts	Resource	Notes	OnBoard Instructions
Janet Nelles	Independent/District Short Term Contract	Academic Assessments	AN	$4,500.00	Nelles Short Term Contract (Unsigned)	6500	As needed NPS/IEE/Overload	
Martha Youman	Independent/District Short Term Contract	Bilingual Ed.Psych Assessments	AN	$30,000.00	Youman Short Term Contract (Unsigned)	6500	Does IEP psych eval for Spanish speaking students. 3K per assessment. Open PO for 20K. Has been with the district since 2021	
Lauren Oshiro	Independent/District Short Term Contract	Bilingual SLP Assessments only	AN	$20,000.00	L Oshiro Short Term Contract (Unsigned)	6500	Does assessments for Virtual SLP for SDC. Has been with the district since 2022	
Wellness Counselor/Mental Health Support PHS **(TBD)**	Independent/District Short Term Contract	Counselor therapeutic support PHS	.25 FTE	$23,125.00	Not Hired	MHSSA Grant	MHSSA Grant from SMCOE - Need Resource (See contract) 5th year of 5 year grant	
Tammera Ferrier	Aya Healthcare	Ed Specialist EG 3/5 SDC	FT	$156,750.00	T. Ferrier Aya Healthcare Contract	6500	New to District	
Michelle Briggs	Independent/District Short Term Contract	OT - Evaluations only	AN	$20,000.00	Briggs Short Term Contract (Unsigned)	6500	$800/assessment. Open PO for PK students not attending a school. Assess as needed. Has been with the district for 5+ years	
Nicole Walters	Independent/District Short Term Contract	PT	PT	$20,000.00	N Walters Short Term Contract (Unsigned)	6500	Open PO for PK SPED/students with MD eligibility. Recently independent contractor (2022)	
Mary Rippel	SPG	SLP	FT	$156,221.00	SPG Contract	6500	Has been with the district 5+ yrs	
Jennifer Tassaro	SPG/Bilingual	SLP	FT	$176,386.00	SPG Contract	6500	Has been with the district since 2022	
Rachael Whitmore	SPG	SLP/AAC Services	Consult	$2,144.00	SPG Contract	6500	Provides consult for students with AAC devices	
Rebecca Kovacik	Pioneer	SLP	FT	$137,640.00	Kovacik - Pioneer Contract	6500	New to District	
Heather Greenwood	E-Therapy	SLP Virtual	FT	$124,000.00	Greenwood - E-Therapy Contract	6500	New to District	
Jackie McCord	Independent/District Short Term Contract	SLS Therapist/Associate	35hr/wk	$39,670.00	J McCord Short Term Contract (Unsigned)	6546	Is taking Associate position for 35 hours to cover 2 20 hour positions (HS and EG) was with district last year.	
Amy Bainton	Independent/District Short Term Contract	SLS Therapist/Intern	20hr/wk	$15,000.00	A Bainton Short Term Contract (Unsigned)	6546	Intern was with district last year.	
Sophia Denardo	Independent/District Short Term Contract	SLS Therapist/Intern	20hr/wk	$15,000.00	Denardo Short Term Contract (unsigned)	6546	New intern this school year	
Angelina Rubina	Independent/District Short Term Contract	SLS Therapist	20hr/wk	$15,000.00	A Rubino Short Term Contract (Unsigned)	3310	Will be taking SWD with ERMHs eligibility. New to district this year	
Camila Vega	EdTheory	Virtual SLP	FT	$90,000.00	Vega - Ed Theory Contract	6500	Has been with the district since 2022	
DayBreak Therapeutic	Annual Contract	Virtual SPED and Pre-referral support	Various	$42,000.00	Daybreak Therapy Contract	3310 - 8K. 6546 34K	Contract for EHRMs students, Victim intervention HMBHS, parent coaching Elementary	
Puao Te'o	Independent/District Short Term Contract	Vision Services	PT	$5,000.00	P Te'o Short Term Contract (Unsigned)	6500	Open PO 5K for one student. Have contracted previously through Vista Center. This year independent contractor.	
Wellness Counselor **(TBD)**	Independent/District Short Term Contract	Wellness Counselor Program	35 hrs/wk	$69,300.00	Not Hired	3310 - $10K. 6546 -$59,300	Postion is posted no applicants	
Restorative Justice Cordinator	Independent/District Short Term Contract	Coordinator - District wide RJ program	.5 FTE	$35,000.00	Hicks Short Term Contract (Unsigned)	Get Healthy Grant	Funding Source is Get Healthy Grant	

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Sean McPhetridge, Ed.D., Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Approval of Engagement Agreement with County of San Mateo Office of the County Attorney for Legal Services and Legal Representation

BACKGROUND INFORMATION

Most San Mateo County school districts and public agencies utilize San Mateo Office of the County Attorney for legal services and representation, and CUSD has engaged with County Counsel over many years for services.

FISCAL ANALYSIS

Costs for San Mateo County Counsel services are outlined in the terms of agreement provided here.

RECOMMENDATION

Approve as submitted.

COUNTY OF SAN MATEO

OFFICE OF THE COUNTY ATTORNEY

HALL OF JUSTICE AND RECORDS, 400 COUNTY CENTER, 6TH FLOOR • REDWOOD CITY, CA 94063-1662
TELEPHONE: (650) 363-4250 • FACSIMILE: (650) 363-4034
www.smcgov.org/countyattorney

COUNTY ATTORNEY
JOHN D. NIBBELIN

May 21, 2023

Via email to mcphetridges@cabrillo.k12.ca.us

Sean McPhetridge
Cabrillo Unified School District

Re: Engagement Agreement

Dear Superintendent McPhetridge:

Thank you for selecting the Office of the San Mateo County Attorney ("County Attorney") to represent the Cabrillo Unified School District ("Client"). This letter agreement sets forth our mutual understanding concerning the scope and terms of this engagement ("Agreement").

1. The County Attorney shall perform legal services and legal representation, including the handling of litigation and special education matters, as may be requested by Client. Litigation services shall not include litigation for which Client has insurance coverage unless separately engaged by the San Mateo County Schools Insurance Group. The County Attorney shall also periodically update Client on legal issues and shall be available to provide training as is mutually agreed upon.

2. The parties understand that the County Attorney has been retained to represent the interests of the Client as a whole, and the County Attorney shall render such legal advice to Client as may by requested by Client and/or Client's designated representative(s). Attendance of the County Attorney at meetings of the Board of Trustees shall be upon request of Client. Client is retaining the office of the County Attorney, not any particular attorney, and the attorney services to be provided to the Client will not necessarily be performed by a particular attorney.

3. This Agreement is for a term commencing July 1, 2023 and extending through June 30, 2028. This Agreement may be terminated at any time by Client by providing a written notice of its intent to terminate, and that provides the date on which it wishes to cease receiving legal services. The County Attorney may withdraw from representing Client at any time as permitted under the Rules of Professional Conduct of the State Bar of California and/or applicable law by providing a written notice of

its intent to terminate, and that it provides the date on which it wishes to cease providing legal services.

4. The Client shall pay for the 2023 – 2024 fiscal year the total of the average prior three years hourly legal services usage (i.e. fiscal years 2020 – 2021, 2021 – 2022, 2022 – 2023) multiplied by the current hourly attorney rate of $247 and paralegal hourly rate of $136. The Client shall pay for the 2024 – 2025 fiscal year the total of the average prior three years hourly legal services usage (i.e. fiscal years 2021 – 2022, 2022 – 2023, 2023 – 2024) multiplied by the then-current hourly attorney rate of $252 and paralegal hourly rate of $138. For the fiscal years 2025 – 2026 through 2027-2028, the Client shall annually pay a fixed amount, which shall be the total of the average prior three years hourly legal services usage multiplied by the County Attorney's then-currently hourly rate. These rates are subject to change once a year, usually on July 1. Additionally, the Client shall pay the actual costs of any out-of-pocket expenses incurred by the County Attorney in connection with the provision of its legal services, e.g., filing fees, extraordinary mailing costs, deposition costs, transcript costs, outside counsel fees, etc.

5. Charges for services rendered pursuant to the terms and conditions of this Agreement shall be billed one month in arrears. Time will be billed in tenth-hour (0.1) increments, rounded off for each particular activity to the nearest tenth-hour. The minimum charged for any particular activity will be one tenth-hour (0.1). Payment shall be made by the Client within thirty (30) days of the invoice date.

6. The Client understands that the County of San Mateo ("County") is the County Attorney's primary client. Should there be a conflict between the Client and the County in a matter, the Client hereby consents to the County Attorney's withdrawal of representation of the Client in order for the County Attorney to represent the County in any such matters, unless such waiver is inconsistent with state law. Upon execution of this Agreement, the Client agrees to execute the Notice and Waiver of Conflict attached hereto as **Exhibit A,** incorporated herein by this reference, so that the County Attorney may continue to represent the County and the Client in the absence of actual conflict, as described more fully in Exhibit A.

7. Upon the termination of this Agreement for any reason: (a) subject to any applicable protective order, non-disclosure agreement, statute or regulation, the County Attorney promptly shall, at the Client's request, release to the Client all the Client's materials and property, which includes correspondence, pleadings, deposition transcripts, experts' reports and other writings, exhibits, and physical evidence, whether in tangible, electronic or other form, and other items reasonably necessary to the

Client's representation, whether the Client has paid for them or not; and (b) the County Attorney promptly shall refund any part of a fee or expense paid in advance by the Client that the County Attorney has not earned or incurred—provided, however, this provision is not applicable to a true retainer fee paid solely for the purpose of ensuring the availability of the County Attorney for the matter.

Please review this document in its entirety. If you have any questions about its terms, please feel free to ask me or another attorney. If it meets with your approval, please sign below and return the original to me.

Very truly yours,

JOHN D. NIBBELIN, COUNTY ATTORNEY

By:_____
John D. Nibbelin, County Attorney

Dated:_____

CABRILLO UNIFIED SCHOOL DISTRICT

By:_____

President of the Board of Trustees

ATTEST:

_____

Clerk of the Board

EXHIBIT A

Notice and Waiver of Conflict

This Notice and Waiver of Conflict is provided to the Cabrillo Unified School District ("Client") by the Office of the San Mateo County Attorney (the "County Attorney") in connection with the matters that are subject to the engagement agreement for legal services between the County Attorney and Client ("Matters").

In accordance with Rule 1.7 of the California Rules of Professional Conduct, this Notice and Waiver of Conflict informs Client of the implications of the County Attorney's concurrent representation of both Client and the County of San Mateo ("County") and to seek the Client's consent to such joint representation. In the County Attorney's opinion, Client and the County are not presently directly adverse to each other, and (1) the County Attorney reasonably believes it will be able to provide competent and diligent representation to each Client and the County; (2) the joint representation of Client and the County is not prohibited by law; and (3) the representation does not involve the assertion of a claim by Client or the County against the other in the same litigation or other proceeding before a tribunal. In addition, we believe the County Attorney can concurrently represent both Client and the County without significant risk that the representation of either will be materially limited by our responsibilities to, or relationships with, the other, a former client or third person, or by our own interests.

In connection with requesting Client's informed written consent, however, we are obligated to inform you of "the relevant circumstances" and of "the material risks, including any actual and reasonably foreseeable adverse consequences" of the County Attorney's representation of both Client and the County, which could, for example, include:

- Client's and the County's interests may diverge in connection with the Matters due, for example, to differing positions on legal issues or different concerns, expectations, and/or interests;
- A dispute could also arise over the application or interpretation of terms of an existing agreement or in negotiation of a future agreement between the Client and the County;
- As a result of new information, facts, law, rules, or any other circumstances, (1) the County Attorney no longer reasonably believes it would be able to provide competent and diligent representation to each Client and the County; (2) the joint representation of Client and the County becomes prohibited by law; and/or (3) the County Attorney no longer believes it can concurrently represent both Client and the County without significant risk that the representation of either will be materially limited by our responsibilities to, or relationships with, the other, a former client or third person, or by our own interests; and/or
- Either Client or the County could request that material information regarding the representation or Matters be kept confidential from the other.

To the last point above, because the County Attorney would be jointly representing Client and the County, we must inform both the County and Client of significant developments relating to the Matters and may not withhold information provided by one of you from the other. Moreover,

under California Evidence Code Section 962 and California case law, in cases of joint representation there is no attorney-client privilege between or among joint clients so that one of you may not claim your communications with the County Attorney are privileged or confidential as to the other with respect to the Matters.

At this time, we believe our office is able to jointly represent Client and the County and to fulfill our ethical obligations to each. However, if at any point during the joint representation we identify any material change in circumstances relevant to our ability to ethically represent both Client and the County, we will disclose those circumstances and, where applicable, obtain new informed written consent or advise you on the need for separate counsel as to any such issues. Client should consider any concern it has about the effect of such a limitation on the County Attorney's representation. Please note that, in accordance with Rule 1.16 of the California Rules of Professional Conduct, should it become necessary for the County Attorney to withdraw from representation of Client, we will not do so until we have taken reasonable steps to avoid reasonably foreseeable prejudice to the rights of the Client, such as giving Client sufficient notice to permit Client to retain other counsel and releasing to Client, at Client's request, all Client materials and property pursuant to Rule of 1.16(e). Client understands that the County of San Mateo is the County Attorney's primary Client. Should there be a conflict between Client and the County in a matter, Client hereby consents to the County Attorney's withdrawal of representation of Client in order for the County Attorney to continue to represent the County in any such matters, unless such waiver is inconsistent with state law.

Client should also consider the issue of whether our representation of the County could affect our zealous representation of Client or cause Client to question our loyalty or performance. When an attorney represents multiple parties, there is the theoretical possibility that the attorney may not vigorously represent each client, or may have their independence or judgment compromised in some way. An effective attorney-client relationship requires the client to have confidence in its counsel's loyalty and objectivity. As noted above, however, we do not see any significant potential for such adverse consequences at this time.

Finally, Client should also consider whether Client wishes to obtain the advice of an independent attorney concerning our ability to represent your interests adequately in view of our concurrent representation of the County.

By executing this Notice and Waiver of Conflict where indicated below, you confirm on behalf of Client that you have been fully informed as to the nature of the County Attorney's concurrent joint representation of Client and the County; that you have been provided a reasonable opportunity to seek the advice of independent counsel of your choice regarding the joint representation and waiver of any conflicts of interest; and that you understand that a conflict may arise in the future which may require an additional disclosure and waiver by Client, or, alternatively, the County Attorney's withdrawal from representation of Client.

Additionally, you confirm that you will take the opportunity to retain independent counsel in the event you have any reservations regarding the joint representation, the issues arising from that representation, and/or the waiver of any conflict(s) of interest. Assuming the foregoing accurately reflects your agreement, please sign and date where indicated below, and return the executed Waiver of Conflict to the County Attorney to the attention of Chief Deputy Dan Valim.

Waiver of Conflict

I, Sean McPhetridge, Superintendent, on behalf of Client, hereby acknowledge that I have carefully read the foregoing Notice and Waiver of Conflict, informing me that Client's interests may potentially be in conflict with those of the County in connection with the County Attorney's concurrent joint representation of Client's and County's interests in connection with the Matters.

I expressly acknowledge that the concurrent joint representation by the County Attorney of Client's and the County's interests constitutes the representation of potentially conflicting interests, to the extent that Client's and the County's interests are potentially adverse.

I nevertheless knowingly and voluntarily consent on behalf of the Client to such concurrent joint representation by the County Attorney. I further expressly acknowledge that Client has been advised that Client has the right to seek independent legal counsel in connection with the advisability of the joint concurrent representation and any associated conflicts, and that Client has had a reasonable opportunity to do so.

CLIENT:

By: Sean McPhetridge, Superintendent Date

Cabrillo Unified School District

ATTEST:

May 21, 2023

By: John D. Nibbelin, County Attorney Date

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Sean McPhetridge, Ed.D., Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Approval of Agreement with DS&C for Financial Advising and ADTR Services

BACKGROUND INFORMATION

In months and years ahead, Cabrillo Unified School District may need to address its funding needs, review its current debt profile, place one or more general obligation bonds and/or parcel tax measures before the voters, and issue general obligation bonds, certificates of participation, refunding bonds, and/or bond anticipation notes. CUSD will need to comply with obligations under the continuing disclosure certificates the District has executed and delivered in connection with outstanding and future long-term debt financings. Dale Scott & Company, Inc. ("DS&C") is a well regarded service provider with years of experience in financial advising and assistance to public school districts. In connection with this goal, staff now recommends Governing Board approval of DS&C to advise and assist the District as its municipal advisor as set forth in the attached professional agreement.

FISCAL ANALYSIS

Costs of services to be provided are outlined in the attached agreement.

RECOMMENDATION

Approve as submitted.

DS&C
THINKING FORWARD

CALIFORNIA K-14 FINANCIAL ADVISOR
548 Market Street, Suite 44410 › San Francisco, CA 94104 › dalescott.com

July 21, 2023

Dr. Sean McPhetridge, Superintendent
Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

Re: Cabrillo Unified School District
Agreement for Municipal Advisory /Continuing Disclosure/ADTR Services

Dear Dr. McPhetridge,

As requested, attached please find our proposal to advise and assist the Cabrillo Unified School District as municipal advisor. We look forward to the opportunity of working with the District.

Sincerely,



Dale Scott, President

Cabrillo Unified School District
Agreement for Municipal Advisory/Continuing Disclosure/ADTR Services

The Cabrillo Unified School District (the "District") wishes to address its funding needs, review its current debt profile, place one or more general obligation bonds and/or parcel tax measures before the voters and issue general obligation bonds, certificates of participation, refunding bonds, and/or bond anticipation notes (collectively, the "Bonds"). Additionally, the District wishes to comply with obligations under the continuing disclosure certificates the District has executed and delivered in connection with its outstanding long-term debt financings. Dale Scott & Company, Inc. ("DS&C", together with the District, the "Parties"; individually each a "Party") hereby agrees to assist the District as its continuing disclosure dissemination agent ("Dissemination Agent"). In connection with this goal, Dale Scott & Company, Inc. ("DS&C") proposes to advise and assist the District as its municipal advisor as set forth below (the "Agreement").

I. **Advisory Services Provided.** The services to be provided under this Agreement are set forth below:

a. **Pre-Election Services: G.O. Bonds.** If the District prepares for and/or conducts a bond election, DS&C will provide the following services:

- Review District's overall financing needs and recommend appropriate financing vehicle
- Develop an election and financing timetable
- Review historical assessed valuation patterns
- Calculate bonding capacity of District, less any outstanding debt
- Prepare a financing plan including alternative amortization schedules of the Bonds' principal repayment, alternative total bond issue amounts, alternative repayment plans, and alternative scenarios for timetable of bond issuance
- Analyze impact of alternative bond scenarios on tax rates
- Recommend proposed bond amount and issuance schedule
- Prepare proposed ballot language for legal review
- Review financial aspects of resolutions prepared by bond counsel to confirm that potential financing plans are permitted by the terms of the resolution
- Advise District as to non-legal aspects of information to be distributed to public regarding proposed bond issue
- Prepare tax rate statement for ballot
- Prepare argument for ballot and rebuttal (if necessary)

b. **Pre-Election Services: Parcel Tax.**

- Review operational funding needs
- Develop an election timetable to include: date of election, Board action, tax rate statement, and coordinate this timetable with counsel, District, and the County
- Analyze impact of alternative Parcel Tax scenarios on tax rates
- Review resolutions prepared by bond counsel

- Advise and assist the District with information to be distributed regarding the Parcel Tax
- Review/prepare argument and, if needed, rebuttal for sample ballot

c. **Voter Survey Research**. If so requested, design and draft a random survey of registered voters of the District, incorporating comments from the District, coordinating the gathering of data, and analyzing and presenting the results to the District. Specific information will include:

- Overall performance of district
- Quality of education
- Quality of district facilities
- Perceived need for a bond/parcel tax issue
- Need for the funding of specific projects
- Willingness to raise taxes for bond

d. **Bond Issuance Services**.

- Analyze issues such as debt capacity, assessed valuation growth, alternative financing structures, and developments in the bond market
- If requested, oversee the selection process and assembly of finance team members
- Prepare schedule of financing and see that all parties take the necessary actions to ensure timely completion of financing
- Size and structure the bond financing to meet District's cash flow needs and tax rate goals
- Provide legal counsel with information necessary for the preparation of authorizing resolutions and related legal documentation
- Advise District as to available and appropriate pricing mechanisms for the Bonds
- Manage bid process for competitive sales including posting of Notice of Sale, monitoring bids, and coordinating the award of Bonds
- Oversee negotiated sales process, review preliminary and proposed interest rate scales provided by underwriter, and advise the District with respect to the competitiveness of proposed interest rates
- Assist with management and coordination of pre-closing and closing as needed

e. **Post-Election Services: Parcel Tax.**

- Manage the overall annual Parcel Tax implementation process
- Coordinate with County as to required date and timing of data for Parcel Tax collection
- Coordinate any sub-contracted consultants required to comply with County's tax collection procedures
- Provide legal counsel with all information necessary for preparation of authorizing resolutions and related legal documentation

II. **Continuing Disclosure Services.** The services to be provided under this Agreement are set forth below:

a. **Preparation of Annual Report.** Include all required items from the continuing disclosure certificate ("CDC") from each of the District's outstanding financings. DS&C shall,

whenever possible, attempt to consolidate information from separate CDCs into a single Annual Report.

b. **Annual Filing of Annual Report, Budget and Audit.** File all materials as required under each CDC with the Municipal Securities Rulemaking Board through its Electronic Municipal Market Access portal.

c. **Preparation and Filing of Notice of Significant Events.** Notices of significant market events are required to be filed within 10 business days of their occurrence. DS&C will prepare notices of significant events as required by any CDC when DS&C becomes aware of such event. DS&C will monitor third-party sources for occurrences of significant events related to the rating of the District or any applicable credit enhancement such as bond insurance. The District will notify DS&C if it becomes aware of any significant event requiring a filing. The terms of the CDC govern but such significant events include, but are not limited to:

- Delinquencies, defaults, unscheduled drawdowns of debt service reserves or credit enhancements, defeasances, bankruptcies, bond calls, adverse tax opinions, etc.
- Changes in the underlying rating of the District
- Changes in the ratings of the insurers on the District's outstanding financings
- Any other significant event required to be disclosed by a CDC

III. **Preparation and Filing of Annual Debt Transparency Reports ("ADTRs")** shall include but not be limited to:

a. Complete an ADTR for each applicable District bond or note issuance.

b. Obtain outstanding data from the District not otherwise available as required for the filing of each ADTR.

c. Annually file ADTRs with the California Debt and Investment Advisory Commission ("CDIAC").

d. Provide the District with notice and confirmation of each successful filing.

IV. **Limitations on Services.**

a. The services provided under this Agreement are limited to the services described above unless otherwise agreed to in writing by DS&C.

b. Unless otherwise provided above, DS&C is not responsible for preparing any preliminary or final official statement, or for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about DS&C provided by DS&C for inclusion in such documents.

c. Under the terms of this Agreement, DS&C is not responsible for determining whether any Annual Report makes an untrue statement of material fact or omits to state any material information or for making any determination with respect to the "materiality" of a significant event or whether such event reflects "financial difficulties" of the District.

V. **Compensation**. Payment of all fees and expenses shall be made from either bond proceeds (as permitted) or any other source of legally available funds. For its services, DS&C shall be compensated as follows:

a. **Pre-Election Services: G.O. Bonds.** For Pre-Election Services, the District shall pay DS&C a fee of $15,000 per election payable upon the adoption of the election resolution.

b. **Pre-Election Services: Parcel Tax.** For Pre-Election Services for any future Parcel Tax measure placed on the ballot and advising the District up until the date of the Parcel Tax election, the District shall pay DS&C a one-time fee of $15,000 payable upon the adoption of the election resolution.

c. **Voter Survey Research.** Should the District request DS&C to undertake voter survey research, the District shall pay DS&C a fee of $15,000 per survey for preparation and analysis plus third-party data collection services billed at cost, payable upon the delivery of survey results.

d. **Bond Issuance Services.** For Bond Issuance Services, the District shall pay DS&C a fee of $70,000 per series of Bonds contingent on the sale of each bond series.

e. **Post-Election Services.** For Post-Election Services related to the management and collection of the Parcel Tax revenues, the District shall pay DS&C an annual fee of $25,000 for five years.

f. **Continuing Disclosure Services**. For the preparation and filing of the Annual Report and for the reporting of significant events, an annual fee of $5,000 payable upon filing of the annual report.

g. **ADTR Services**. For the preparations and filing of ADTRs payable upon filing of the annual reports:

- A one-time set-up fee of $500 for each ADTR
- An annual fee of $500 for each filed ADTR

h. **Expenses**. Third-party and out-of-pocket expenses are payable upon receipt of the invoice and will be billed at their direct cost, with the exception of third-party creative, design, and communication services requested by the District, which will be billed at their direct cost plus 10%.

VI. **Effective Date, Terms, and Conditions**. This Agreement shall be effective on the date signed by an authorized representative of the District and remain in effect for five years. Either party may terminate this Agreement at any time with the following conditions: a) If requested by DS&C, written notice shall be provided 30 days prior to such termination; b) if requested by the District, Board action approving such termination shall be provided 30 days prior to such termination and the District agrees to compensate DS&C for its expenses and services performed to date as mutually agreed upon.

With the exception of the final issuance of Measure M bonds, authorized by voters in June 2018, the District agrees that DS&C will be the sole municipal advisor in relation to the sale of the Bonds during the term of this Agreement, and that no additional municipal advisors shall be hired by the District for the services described in this Agreement without the written consent of DS&C.

VII. Additional Matters.

a. **Insurance**. DS&C shall maintain in full force and effect workers' compensation insurance and general liability insurance covering its employees at its own expense. Evidence of such insurance shall be provided to the District upon request.

b. **Entire Agreement and Amendments**. This Agreement contains the entire understanding of the parties with respect to the subject matter herein. No amendment or addition to this Agreement shall be valid unless such amendment or addition is in writing and signed by the parties hereto.

c. **Jurisdiction**. It is expressly understood and agreed that this Agreement and all questions arising there under shall be construed according to the laws of the State of California, without reference to any conflicts of law provisions. Any litigation or arbitration between the parties will take place in the appropriate court or legal forum located closest to San Francisco, California.

d. **Assignment**. This Agreement shall be binding upon and inure to the benefit of the parties, their respective successors and permitted assigns; provided however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.

e. **Independent Contractor**. DS&C are independent contractors and not agents or employees of the District and shall have no authority to act as an agent of the District, nor to enter into any agreement for or on behalf of the District except as provided herein.

f. **Property of District**. All work performed by DS&C pursuant to this Agreement shall become the property of the District, is for the sole use of the District, and shall not be released to any third party without prior written consent of the District.

g. **Notices**. The parties may deliver any documents related to this Agreement or any notices required by email or other electronic means. The parties consent to (i) conduct business electronically, (ii) receive documents and notices by such electronic delivery, and (iii) sign documents electronically. Where written notice is to be given under this Agreement, service shall be sufficient if deposited in the United States mail, postage paid, and shall be effective from the date of mailing. Notice to the parties shall be addressed to the signatories below at their respective addresses listed above.

h. **Attorneys' Fees**. If either party brings any action or proceeding to enforce, protect or establish any right or remedy arising out of or based upon this Agreement, including but not limited to the recovery of damages for its breach, the prevailing party in said action or proceedings shall be entitled to recovery of its costs and reasonable attorneys' fees, including the reasonable value of the services of the counsel of the District or the counsel of DS&C.

i. **Counterparts**. This Agreement may be executed in counterparts, each of which when so executed and delivered shall be deemed an original, and all of which together shall constitute one and the same Agreement. Execution of a facsimile copy will have the same force and effect as execution of an original, and a facsimile signature will be deemed original and valid.

j. **Severability**. If a provision of this Agreement is held to be unenforceable under applicable law, the parties agree to renegotiate such provision in good faith. If the parties cannot reach a mutually agreeable and enforceable replacement, then (i) such provision shall be excluded from this Agreement, (ii) the balance of this Agreement shall be interpreted as if such provision were so excluded and (iii) the balance of this Agreement shall be enforceable in accordance with its terms.

k. **Certain Mandatory Disclosures**. DS&C agrees to provide to the District disclosures required by Municipal Securities Rulemaking Board ("MSRB") Rule G-42 and Rule G-10 (the "Disclosures"), which are attached here as Appendix A. DS&C agrees to promptly amend or supplement the Disclosures to reflect any material changes or additions, which shall be delivered to the District and shall be deemed incorporated by reference as of the date thereof into this Agreement to the same extent as if set forth herein.

Dale Scott & Company, Inc.

By:



_____

Dale Scott, President

Cabrillo Unified School District

Accepted:

_____

Title:

Date:

APPENDIX A:
DISCLOSURES REQUIRED UNDER MSRB RULE G-10 AND G-42

Required Disclosures. MSRB Rule G-10 and G-42 require that DS&C provide you with the following disclosures of actual and potential material conflicts of interest, of information regarding certain legal events and disciplinary history, and of information regarding municipal advisory client education and protection.

1) **Disclosures of Conflicts of Interest**. DS&C makes the following disclosures with respect to material conflicts of interest in connection with the Scope of Services under its Agreement with the District, together with explanations of how DS&C addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, DS&C mitigates such conflicts through its adherence to its fiduciary duty to the District, which includes a duty of loyalty to the District in performing all municipal advisory activities for the District. This duty of loyalty obligates DS&C to deal honestly and with the utmost good faith with the District and to act in the District's best interests without regard to DS&C's financial or other interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

    a) **Compensation-Based Conflicts**. The municipal advisory fees due under DS&C's agreement with the District are contingent upon the completion of the financing for which DS&C is providing municipal advisory services. While contingent compensation is customary in the municipal securities market, this may present a conflict because it could create an incentive for DS&C to advise the District to complete a financing or to alter the structure of a financing. The compensation due under this agreement may also vary based on the size of the bond issue. While this is not unusual in the municipal securities market, it may present a conflict of interest because it could create an incentive for us to advise the District to decrease or increase the size of the issue. These potential conflicts of interest are mitigated by our adherence to MSRB and SEC rules, including compliance with a duty of fair dealing and certain core standards of conduct when engaging in municipal advisory activities. Further, DS&C works closely and carefully with the District to ensure the structure of the financing is appropriate for the District's needs.

    b) **Related Disclosure Relevant to the District**. DS&C may have made contributions to bond referendum campaigns or provided in-kind election-related assistance to bond referendum campaigns and the campaigns resulted in voter authorization for an issue under DS&C's agreement with the District. Similarly, DS&C may have made contributions to charitable organizations at the request of personnel of the District. The District may wish to consider any impact such circumstances may have on how it conducts its activities with DS&C under its Agreement.

    c) **Other Municipal Advisor Relationships**. DS&C serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to the District under its agreement. These other clients may, from time to time and depending on the specific circumstances, have competing interests, such as accessing the new issue market with the most advantageous timing and with limited competition at the time of the offering. In acting in the interests of its various clients, DS&C could potentially face a conflict of interest arising from these competing client interests.

2) **Disclosures Regarding Legal Events, Disciplinary History and Client Education and Protection**. MSRB Rule G-42 requires that municipal advisors provide to its clients certain disclosures of legal or disciplinary events material to the clients' evaluation of the municipal advisor or the integrity of the municipal advisor's management or personnel. Additionally, MSRB Rule G-10 requires that municipal advisors provide to its clients certain disclosures of education and protection information. Accordingly, DS&C sets out below required disclosures and related information in connection with such disclosures.

   a) **Registration**. DS&C is registered with the US Securities and Exchange Commission and the MSRB. The website for the MSRB is www.msrb.org.

   b) **Client Brochure**. A municipal advisory client brochure is available to you on the MSRB website that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

   c) **Material Legal or Disciplinary Events**. We do not believe that there are any legal or disciplinary events that are material to the District's evaluation of DS&C or the integrity of DS&C's management or advisory personnel disclosed, or that should be disclosed, on any Form MA or Form MA-I filed with the SEC. However, please note the disclosure provided in the next paragraph.

   d) **Most Recent Change in Legal or Disciplinary Event Disclosure**. As required by the SEC, DS&C regularly updates its Forms MA and MA-I with information pertinent to the firm. In response to item 9(C)) on DS&C's Form MA, in August 2019, DS&C filed notice regarding an administrative action related to the potential indirect involvement of DS&C in alleged SEC registration violations of certain consultants that worked for DS&C. DS&C agreed to settle with the SEC without admitting or denying any wrongdoing. There were no allegations of any misrepresentations or harm to any school district in the SEC's order.

   e) **How to Access Form MA and Form MA-I Filings**. DS&C's most recent Form MA and each most recent Form MA-I filed with the SEC are located on the SEC's EDGAR system by searching for "Dale Scott & Co" at: https://www.sec.gov/edgar/searchedgar/companysearch.html

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Sean McPhetridge, Ed.D., Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Approval of Regular and Special Governing Board Meetings Minutes

BACKGROUND INFORMATION

The Governing Board routinely reviews and approves minutes from all regular meetings and special sessions.

REPORT/PROPOSAL

The unadopted minutes of the June 8, 2023 Regular Board Meeting, June 22, 2023 Regular Governing Board Meeting, and June 23, 2023 Special Board Meeting are included in this Board packet for consideration.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Staff recommends approval of Regular Governing Board Meetings minutes submitted.

Regular Governing Board Meeting

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, June 8, 2023 • Public Session: 6:00 PM
Cunha Intermediate School • 600 Church Street, Half Moon Bay, California 94019

1. OPENING BUSINESS

a. Call Public Session to Order – 6:00 PM

b. Roll Call / Quorum

Board Members Present:	Sophia Layne, President Kimberly Hines, Vice President Carmen Daniel, Clerk Lizet Cortes, Member Mary Beth Alexander, Member
Administrators Present:	Sean McPhetridge, Ed.D., Superintendent Leticia Bhatia, Ed.D., Assistant Superintendent J Jesús Contreras, Ed.D., Chief Business Officer

c. Pledge of Allegiance

Board President Sophia Layne led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

Member Kimberly Hines made a motion to approve the agenda as amended. Motion seconded by Member Carmen Daniel.

(M-55) Passed 5-0

3. COMMUNICATIONS

a. Public Comments

Kelly Bikle, HMBHS Site Council member, shared with the Board concerns raised at HMBHS Site Council around students' struggles, A-G readiness, enrollment in advanced and AP courses, summer homework, and summer homework grading. Bikle encouraged the Board to amend the summer homework policy and asked to consider advisory time for structured support and intervention.

Ruby Salazar of Youth Leadership Institute commented on the increased use of cannabis and other drugs and asked the district to look into policies supporting mental health of students engaged in substance use.

b. Employee Organizations Report

CUTA Representatives

CUTA Representative Kathleen Wall congratulated Jan McFarland-Brown and Monica Hart-Nolan on their retirements. Wall also spoke about teachers' comments and beliefs, the district budget, the expenditures compared to revenues, and the Board's primary responsibility to run solvent operations that include competitive pay, benefits, and a safe working environment for all employees. Wall noted the CUSD is the larger employer on the Coast, with a budget of almost $50 million. Wall said that teachers' compensation is not the reason for the financial situation as teachers' earnings continue to go down.

CSEA Representatives

None.

c. Board Members Report

Member Kimberly Hines started her report by congratulating all the graduates and reported that she attended El Granada and Hatch promotion ceremonies. Member Hines said there is value in these transitions and marking these moments. Member Hines said she is sorry to hear some teachers do not feel valued and reassured people that she is proud of teachers and all they do. Lastly, Member Hines said she would love to hear from teachers on ideas and things needed.

Member Mary Beth Alexander thanked all CUSD employees for their hard work this year trying to make things better. Member Alexander also said there are still changes to make to support students that are failing.

Member Lizet Cortes thanked speakers for their comments and said hearing someone's perspectives and feedback is appreciated. Member Cortes shared that she felt honored and humbled to be invited to be part of the promotions and graduations as the only Latina on the stage. Member Cortes thanked all teachers for paving the way to graduation and parents for being there for their students.

Member Carmen Daniel thanked teachers for all the support in getting students across the stage with their diplomas and congratulated Jan McFarland-Brown for her retirement. Member Daniel said the Board loves the teachers and students and wants to support them.

President Sophia Layne reported she had the opportunity to visit some classrooms at Half Moon Bay High School and attended Half Moon Bay High School graduation, Cunha promotion, and Futures Farmers of America Awards Night. President Layne also reported that she participated at the CSBA Delegate Assembly in Sacramento, the Legislative Committee, where she is one of few voices that advocate for “flipper” districts, and the Kent Awards Night, where CUSD was honored with two awards, one for mental health and one for environmental sustainability. President Layne shared that Congresswoman Anna Eshoo spoke about the programs at the Kent Award Night. President Layne said that getting visibility with our legislators is essential and that they have been talking with Congresswoman Anna Eshoo's staff about special education funding.

President Layne also shared that she spoke at the City of Half Moon Bay affordable housing meeting and reaffirmed that housing and education policy are inextricably linked. President Layne then thanked CUSD staff for bringing proposals exploring workforce housing for district employees. Around the budget, President mentioned how she and staff met with leaders of San Mateo County Office of Education Business Department last week to plan how to mitigate the budget challenges. To end, President Layne congratulated retiring CUTA and CSEA staff and thanked staff for supporting students in summer school.

d. Student Board Member Report

None.

e. Superintendent Report

Superintendent Dr. Sean McPhetridge said it was great to see the promotion and graduation ceremonies last week and thanked teachers, administrators, and support staff who helped students meet these milestones. Dr. Sean McPhetridge said that another cause of celebration was that summer school started yesterday and thanked Big Lift, Boys and Girls Club of the Coastside, ALAS, and HMB Library for partnering to provide a STEAM Program at Cunha and Hatch and credit recovery at HMBHS. Another

cause of celebration, Dr. McPhetridge said, is that during June, CUSD celebrates Pride Month and flies the Progress flag at all sites, and he reminded people that, as it was issued in a letter from State Superintendent of Instruction Tony Thurmond the week before, we all have a responsibility to teach to the lives and experiences of all people regardless of their disability, religion, gender, race, nationality, or sexual orientation.

Dr. McPhetridge also spoke about the meeting last week with the San Mateo County Office of Education Business Department Deputy Superintendent and two other leaders on the budget; the reason for this is that CUSD had a negative budget, with a qualified budget becoming a negative budget due to the "flip" from Basic Aid to Local Control Funding Formula, and a decrease in funding due to declining enrollment. Dr. McPhetridge stated that even with increased funding from the state, the district received less money than expected. Dr. McPhetridge said they need to take responsibility going forward, proposing cuts as they did years ago, and thus CUSD has been unable to offer raises for any employees at this time.

4. CONSENT AGENDA

a. Approval of Single Plans for Student Achievement (SPSA) 2023-24
b. Approval of 2023-2024 Strengthening Career and Technical Education for the 21st Century Act (Perkins V), 131- Secondary Education, Grant Application
c. Designation of Representatives to the California Interscholastic Federation League for the 2023-24 School Year
d. Approval of Certificated Personnel Report
e. Approval of Classified Personnel Report
f. Approval of the MOU for Community Relations Assistants
g. Approval of Donations to Cabrillo Unified School District
h. Approval of Warrant Register Report Processed
i. Approval of Annual Social Media Contract with Approach Marketing

Member Mary Beth Alexander made a motion to approve the Consent Agenda. Motion seconded by Member Carmen Daniel.

ROLLCALL VOTE
Sophia Layne, President – aye
Vice President Kimberly Hines – aye
Carmen Daniel, Clerk to the Governing Board – aye
Lizet Cortes, Member – aye
Mary Beth Alexander, Member – aye

(M-56) Passed 5-0

5. GENERAL BUSINESS

a. Student Recognition – Half Moon Bay High School Salutatorian Grace Bigelow-Leth and Valedictorian Josephine Kearns

The Governing Board recognized the Half Moon Bay High School Salutatorian Grace Bigelow-Leth and Valedictorian Josephine Kearns for their outstanding academic achievements.

b. La Costa Adult School Site Presentation

Director of La Costa Adult School Drew Gamet provided an overview of site-based programs and unique services to La Costa Adult School.

c. Adoption of Elementary Science Curriculum 2023-24 through 2030-31

Member Kimberly Hines motioned to approve the adoption of the Elementary Science Curriculum 2023-24 through 2030-31. Motion seconded by Member Mary Beth Alexander.

(M-57) Passed 5-0

At 8:20 PM, President Layne requested an 8 minutes recess. President Layne reconvened at 8:28 PM.

d. CUSD Technology Update

Technology Director Stig Lynn provided an update and overview of how the Technology Department supports the various instructional modes and improves the technological capacity.

e. 2021-24 Local Control and Accountability Plan (LCAP) and LCAP Budget Overview for Parents

Assistant Superintendent of Curriculum and Instruction Dr. Leticia Bhatia presented the 2021-24 Local Control and Accountability Plan general overview and goals and LCAP Budget Overview for Parents.

At 9:36 PM, President Layne opened the Public Hearing on the Local Control Accountability Plan (LCAP). After comments, the public hearing was closed at 9:38 PM.

The Board received one (1) comment via the Google Public Comment Request form related to this agenda item. To read the full public comment submitted via the Google Public Comment Request form, please follow the link provided below:

https://docs.google.com/spreadsheets/d/1tIURQAxzotcCj_2QrXrxc4ucwOCGqeTLGyCYtKKf0HQ/edit?usp=sharing

At 9:55 PM, Member Kimberly Hines requested a motion to continue past the 10:00 PM curfew. Member Mary Beth Alexander motioned to pass the 10:00 PM curfew to no later than 11:30 PM. Motion seconded by Member Lizet Cortes.

(M-58) Passed 5-0

f. Proposed CUSD Budget for the Fiscal Year 2023-2024

Chief Business Office Dr. J Jesús Contreras presented an overview of the CUSD District Budget for the 2023-24 fiscal year.

At 10:14 PM, President Layne opened. Having no comments, the public hearing was closed at 10:15 PM.

g. Adoption of Resolutions No. 11-2023 and 12-2023 for Temporary Interfund Borrowing for Fiscal Year 2022- 2023

Member Mary Beth Alexander motioned to approve Resolutions No. 11-2023 and 12-2023 for Temporary Interfund Borrowing for Fiscal Year 2022- 2023. Motion seconded by Member Kimberly Hines.

ROLLCALL VOTE
Sophia Layne, President – aye
Vice President Kimberly Hines – aye
Carmen Daniel, Clerk to the Governing Board – aye
Lizet Cortes, Member – aye
Mary Beth Alexander, Member – aye

(M-59) Passed 5-0

8. ADJOURNMENT OF THE MEETING

The motion to adjourn the meeting was made by Member Lizet Cortes and seconded by Member Carmen Daniel.

(M-60) Passed 5-0

The meeting was adjourned at 10:41 PM

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Sean McPhetridge, Ed.D., Secretary to the Governing Board

Certified by:

_____ _____
Carmen Daniel Date
Clerk to the Governing Board

Regular Governing Board Meeting

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, June 22, 2023 • Public Session: 6:00 PM
Cunha Intermediate School • 600 Church Street, Half Moon Bay, California 94019

1. OPENING BUSINESS

a. Call Public Session to Order – 6:02 PM

b. Roll Call / Quorum

Board Members Present:	Sophia Layne, President Kimberly Hines, Vice President Carmen Daniel, Clerk Lizet Cortes, Member (Arrived at 6:04 PM) Mary Beth Alexander, Member
Administrators Present:	Sean McPhetridge, Ed.D., Superintendent Leticia Bhatia, Ed.D., Assistant Superintendent J Jesús Contreras, Chief Business Officer

c. Pledge of Allegiance

Board President Sophia Layne led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

President Layne motioned to amend the agenda as follows: Move item 4.f to the end of the General Business section and 4.k to the beginning of the General Business section for a separate discussion. Motion seconded by Member Kimberly Hines.

(M-61) Passed 5-0

3. COMMUNICATIONS

a. Public Comments

None.

b. Employee Organizations Report

CUTA Representatives

The Board received the CUTA Employee Organizations Report via the Google Public Comment Request form. To read the report, please follow the link provided below:

https://docs.google.com/spreadsheets/d/1nUs22cDynIH5lvcHkys9-m5GXX6n55Vf43YczWOBt1s/edit?usp=sharing

CSEA Representatives

None.

c. Board Members Report

Member Mary Beth Alexander referred to tonight's agenda and talked about the Equity Audit and said this information is important to have going forward. Member Alexander said there is much more work to do for struggling students not being served. Member Alexander thanked the staff for their hard work.

Member Lizet Cortes encouraged the families to attend the Board meetings and reminded them that there is always staff available to help with interpretation or provide any help with translation. Member Cortes thanked attendees for participating in the meeting and wished them a nice summer.

Member Kimberly Hines thanked participants in the room and those watching online. Member Hines reminded attendees that the Board cannot engage in conversations with speakers and encouraged them to reach out to Board members with any questions.

Member Carmen Daniel thanked everybody for attending the meeting and thanked staff for their hard work in the summer school. Member Daniel wished all a happy June solstice.

President Sophia Layne shared an excerpt from a book she is reading on high conflict. President Layne said that as a community this size, people have the power, with all their differences, to be mindful and cautious but also to harness the power in our differences, diversity, and rich perspectives.

d. Superintendent Report

Superintendent Dr. Sean McPhetridge reminded people that the Board will hold a special meeting on Friday, June 23, 2023, to review the Strategic Plan Focus Group recommendations. McPhetridge provided an overview of all Items in the Consent Agenda and General Business section. Dr. McPhetridge wished everybody a pleasant July and said that coming back in August there will be a lot of issues that the district needs to address as a community and as a district.

4. CONSENT AGENDA

a. Approval of Half Moon Bay High Future Farmers of America Field Trip to the California Youth Ag Expo, Tulare, California, August 4-6, 2023
b. Approval of Half Moon Bay High Future Farmers of America Officer Retreat to Citrus Heights, California, August 7-9, 2023
c. Approval of the 2023-2024 Consolidated Application
d. Adoption of Earth and Space Sciences Consumable Text for Half Moon Bay High School
e. Approval of Distribution/Disposal of Obsolete Textbooks at Various Schools
g. Approval of the Certificated Personnel Report
h. Approval of the Classified Personnel Report
i. Approval of Summer Custodial Cleaning Services Proposal
j. Approval of 2023-24 Chromebooks - Instructional Materials
l. Approval of Proposal for Construction Program Consulting – CUSD Bond Program
m. Approval of Quarterly Report on Williams Uniform Complaints
n. Approval of Regular and Special Governing Board Meetings Minutes

Member Lizet Cortes made a motion to approve the Consent Agenda. Motion seconded by Member Mary Beth Alexander.

ROLLCALL VOTE
Sophia Layne, President – aye
Vice President Kimberly Hines – aye
Carmen Daniel, Clerk to the Governing Board – aye
Lizet Cortes, Member – aye
Mary Beth Alexander, Member – aye

(M-62) Passed 5-0

5. GENERAL BUSINESS

4.k Approval of Guaranteed Maximum Price 1 (GMP1) for the Farallone View Modernization

Member Kimberly Hines Approval of Guaranteed Maximum Price 1 (GMP1) for the Farallone View Modernization. Motion seconded by Member Carmen Daniel.

(M-62) Passed 5-0

a. Recommendations for Elementary School Boundary Changes to Balance District Enrollment

The Board received seven (7) comments via the Google Public Comment Request form related to this agenda item. To read the full public comment submitted via the Google Public Comment Request form, please follow the link provided below:

https://docs.google.com/spreadsheets/d/1tIURQAxzotcCj_2QrXrxc4ucwOCGqeTLGyCYtKKf0HQ/edit?usp=sharing

Member Kimberly Hines motioned to approve the recommendations for Elementary School Boundary Changes to Balance District Enrollment. Motion seconded by Member Lizet Cortes.

(M-63) Passed 5-0

At 7:33 PM, President Sophia Layne motioned to take a 7 minute recess. Motion Seconded by Member Carmen Daniel.

(M-64) Passed 5-0
President Layne reconvened at 7:41 PM

b. Update on Equity Audit and Strategic Plan

Assistant Superintendent Dr. Leticia Bhatia and Insight Education Group Senior Associate Aurora Lora presented to the Board an update on equity audit findings and CUSD steering committee Strategic Plan recommendations.

Peter Tokofsky, CUSD parent, shared his concern about the methodology of the surveys and made an observation on some data provided.

c. 2023-2024 Local Control Accountability Plan and Local Control Accountability Plan Local Indicator Report Approval - Revised

Member Kimberly Hines motioned to approve the revised 2023-2024 Local Control Accountability Plan and Local Control Accountability Plan Local Indicator Report Approval. Motion seconded by Member Mary Beth Alexander.

(M-65) Passed 5-0

d. Adoption of CUSD Budget for the Fiscal Year 2023-2024

Member Lizet Cortes motioned to approve the Adoption of CUSD Budget for the Fiscal Year 2023-2024. Motion seconded by Member Kimberly Hines.

(M-66) Passed 5-0

e. Adoption of Fiscal Year-End Resolution No. 13-2023 Approving Budgetary Increases and Transfers at Year-End

Member Kimberly Hines made a motion to approve the Adoption of Fiscal Year-End Resolution No. 13-2023 Approving Budgetary Increases and Transfers at Year-End. Motion seconded by Member Lizet Cortes.

ROLLCALL VOTE
Sophia Layne, President – aye
Vice President Kimberly Hines – aye
Carmen Daniel, Clerk to the Governing Board – aye
Lizet Cortes, Member – aye
Mary Beth Alexander, Member – aye

(M-67) Passed 5-0

f. Adoption of Fiscal Year-End Resolution No. 14-2023 Appropriating Ending Balance to a Reserve

Member Carmen Daniel made a motion to approve the Adoption of Fiscal Year-End Resolution No. 14-2023 Appropriating Ending Balance to a Reserve. Motion seconded by Member Mary Beth Alexander.

ROLLCALL VOTE
Sophia Layne, President – aye
Vice President Kimberly Hines – aye
Carmen Daniel, Clerk to the Governing Board – aye
Lizet Cortes, Member – aye
Mary Beth Alexander, Member – aye

(M-68) Passed 5-0

g. Approval of Chief Business Officer Contract for the 2023-24 and 2024-25 School Years

Member Kimberly Hines made a motion to approve the Chief Business Officer Contract for the 2023-24 and 2024-25 School Years. Motion seconded by Member Carmen Daniel.

(M-69) Passed 5-0

h. Approval of Deputy Superintendent of Educational Services for the 2023- 24 and 2024-25 School Years

Member Lizet Cortes made a motion to approve the Deputy Superintendent of Educational Services for the 2023-24 and 2024-25 School Years. Motion seconded by Member Kimberly Hines.

(M-70) Passed 5-0

4.f Approval of the 2023-24 Site and District Professional Development Plan

Member Mary Beth Alexander made a motion to approve the 2023-24 Site and District Professional Development Plan. Motion seconded by Member Lizet Cortes.

(M-70) Passed 5-0

8. ADJOURNMENT OF THE MEETING

The motion to adjourn the meeting was made by Member Lizet Cortes and seconded by Member Carmen Daniel.

(M-71) Passed 4-0
Vice President Hines left the meeting at 10:34 PM

The meeting was adjourned at 10:44 PM

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Sean McPhetridge, Ed.D., Secretary to the Governing Board

Certified by:

_____ _____

Carmen Daniel
Clerk to the Governing Board

Date

Special Governing Board Meeting

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Friday, June 23, 2023 • Public Session: 9:00 AM • Closed Session: Immediately Following the Public Session
District Office Board Room, 498 Kelly Avenue, Half Moon Bay, California 94019

1. OPENING BUSINESS

a. Call Public Session to Order – 9:08 AM

b. Roll Call / Quorum

Board Members Present:	Sophia Layne, President Kimberly Hines, Vice President Carmen Daniel, Clerk Lizet Cortes, Member Mary Beth Alexander, Member
Administrators Present:	Sean McPhetridge, Ed.D., Superintendent Leticia Bhatia, Ed.D., Assistant Superintendent

c. Pledge of Allegiance

President Layne led the Pledge of Allegiance.

2. APPROVAL OF AGENDA

Member Kimberly Hines made a motion to approve the agenda as amended. Motion seconded by Member Carmen Daniel.

(M-72) Passed 5-0

3. WORK STUDY SESSION

a. Approval Board Update on Steering Committee's Input on Strategic Plan and Equity Audit

Insight Education Group Senior Associate Aurora Lora provided an update on CUSD Steering Committee's recommendations. The Governing Board provided feedback related to refining the CUSD Strategic Plan draft going forward.

4. CLOSED SESSION

a. Public Comments on Closed Session Topics

b. Adjourn to Closed Session

Board Members met privately for Closed Session. Any action taken during Closed Session is reported out under "Closed Session Action Report."

1. Conference with Real Property Negotiators (Government Code §54956.8)

Property:
El Granada Vacant Land: APN 037-320-080, APN 047-041-070, APN 047-047-070, APN 047-048-150, APN 047-049-170, APN 047-051-040, APN 047-052-100, APN 047-053-130, and APN 047-054-100
Foothill Site Vacant Land: APN 037-320-110
District Office: APN 056-181-010
Under negotiation: N/A

2. Conference with Labor Negotiators (Government Code §54957.6)

   District-designated representatives: Dr. Sean McPhetridge, Superintendent
   Employee organizations: Cabrillo Unified Teachers' Association, California School Employees' Association Chapter 485, and Unrepresented

3. Public Employee Performance Evaluation (Government Code §54957)

   Title: Superintendent

c. Reconvene to Open Session

1. Closed Session Action Report: President Layne reported that no action was taken in Closed Session.

5. ADJOURNMENT OF THE MEETING

The motion to adjourn the meeting was made by Member Lizet Cortes and seconded by Member Carmen Daniel.

(M-72) Passed 5-0

The meeting was adjourned at 1:58 PM

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent

Minutes presented by Sean McPhetridge, Ed.D., Secretary to the Governing Board

Certified by:

_____ _____
Carmen Daniel Date
Clerk to the Governing Board

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Graciela Krabbenschmidt, Early Childhood Educator Supervisor
CATEGORY: Presentation
ITEM TITLE: Los Listos Preschool Presentation

BACKGROUND INFORMATION

The Los Listos Preschool staff team will provide an overview of site based programs and services that are unique to the school.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

This item is presented for information only.

CABRILLO UNIFIED SCHOOL DISTRICT

Every Student, Every Day!

Los Listos Early Learning Program

Governing Board Meeting

August 10, 2023

AGENDA

I. Early Screenings and Referrals
II. Students Served
III. Transitional Kindergarten (TK) Wraparound Services
IV. Curriculum and Alignment
V. Additional Family Support and Resources
VI. Questions?

Early Screenings

- **Identification of Families:** We identify families that are currently interested in Los Listos Preschool or on the waitlist. We recruit these families and children and refer them to Early Intervening Services.
- **Plan:** We contact families to inform them of our new program that is being provided for their children. Students typically are at home, not receiving any other services, and are interested in Los Listos Preschool for the following school year. We also hold a parent informational night about program goals, expectations, requirements, et cetera.
- **Universal Screening:** We administer the *Ages and Stages Questionnaire* to support with screening and assessing the developmental performance of children in the areas of communication, gross motor skills, fine motor skills, problem solving, and personal-social skills. This questionnaire helps identify children that would benefit from an in-depth evaluation for developmental delays at early age.
- **Support and Learning Activities:** We facilitate a gathering through zoom or small groups of similarly aged children and their parents or caregivers. At this gathering, we provide material and activities to continue supporting their child development and learning. We keep track of child developmental milestones and create a sense of community.


Linzy
Opposites
Opuestos


PROJECT PAINT
Classic

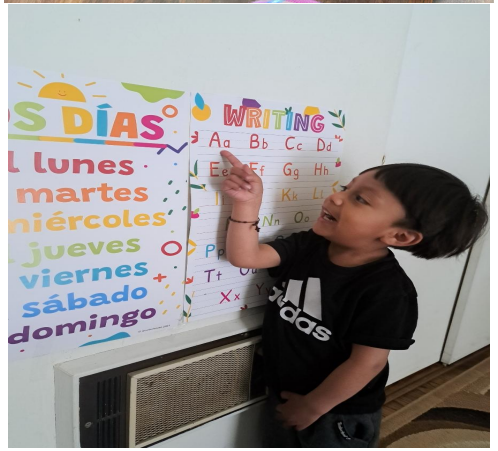

MI MUNDO
FIVE SENSES
EMOTIONS
ANIMALES DE GRANJA
body
COUNTING BEARS


GRANDE






MY BODY
ALPHABETS
MY WORLD
EMOTIONS


S DÍAS
lunes
martes
niércoles
jueves
viernes
sábado
domingo
WRITING



Referral Process

- **Pre-referral**
  - *Support families to provide access to referral recommendations.*
- **Referral**
  - *Connect families with CUSD and community resources and agencies for developmental screening tools or care coordination assistance for their child.*
- **Post-referral**
  - *After a referral is made to a different department/agency, we will confirm that they have received the referral. We then contact the family and guide them through the transition process.*
  - *With the family's consent, staff and agencies update us on the status of any referrals.*

Curriculum Alignment and Assessment

- The *Desired Results Developmental Profile (DRDP's)* assessment instrument is designed for teachers to observe, document, and reflect on the learning, development, and progress of children. Observations are done throughout the year, and lesson plans are based on the students' needs.
- *California Preschool Learning Foundations* are used in all developmental areas, and we hold teacher parent conferences twice a year to keep our families informed about their children's progress.
- The Brigance Screener Assessment is administered twice a year (September and May).

Students Served

- Contract by CSPP (California State Preschool Program)
- Families are certified for 2 years
- Serve 3 year old and 4 year old children
- Offer two morning classes including children qualified to receive special education services who will benefit from partial or full session of general preschool
- TK students and wraparound services are now being offered for the second school year

Transitional Kinder (TK) Wraparound Services

The TK Wraparound Services have been added to Hatch and El Granada School. Children come after the regular school day, and our Early Childhood Education (ECE) staff continue supporting the students in the following areas:

- Social Emotional Learning
- Enrichment & Life Skills
- Academic Support
- Physical Fitness

Services are aligned with the school calendar beginning August 17th, 2023 through June 6th, 2024.

Los Listos Class of 2022/2023














Additional Supports and Resources for Families

- CUSD (Special Education Services)
- StarVista (Mental Health Services)
- ALAS Services (Erendida Gonzalez)
- Help Me Grow (San Mateo County Services)
- Coastside Hope
- Boys and Girls Club
- Half Moon Bay Library

Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Debbie Silveria, Kings Mountain Site Coordinator and Summer School District Leader
Lizeth Bendaña, High School Summer School Manager
Patrick Olson, High School Summer School Manager
Maile Springer, STEAM 4th-8th Summer School Manager
Brenda De Jesus Acosta, Big Lift K-3rd Summer School Manager
CATEGORY: Presentation
ITEM TITLE: Update on Summer School 2023

BACKGROUND INFORMATION

This memo seeks to present an overview of our Summer School 2023 programs: Extended School Year, Migrant Education, Big Lift Inspiring Summers, Elementary STEAM Intervention/Enrichment, Middle School STEAM Intervention/Enrichment, and High School Credit Recovery.

FISCAL ANALYSIS

There will be minimal and an indirect financial impact to the General Fund. The state provides limited funding for summer courses serving secondary at-promise students who are at risk of retention or not passing the high school exit exam. We use these funds, as well as a small percentage of unrestricted general fund dollars, to fund the high school credit recovery summer programs listed above. The Big Lift Inspiring Summers will be funded by First 5 and Big Lift funding. The Migrant Education program will be funded with federal Migrant Education funds. ESY programs are funded through the district general fund. The Elementary and Middle School Intervention/Enrichment STEAM programs will be mainly funded through federal categorical programs, San Mateo County Summer Enrichment Funding, Local Control Accountability Plan (LCAP) Supplemental and Base funds, and one-time grants. At this time, we estimate a total cost of approximately $450,000 that will be expended for our summer programs. Please note an approximately 80% of these funds will be coming from private, state, local, and federal grants. The remaining 20% of these funds will be used from LCAP Supplemental and Base funds.

RECOMMENDATION

This item is presented for information only.

CABRILLO UNIFIED SCHOOL DISTRICT

Every Student, Every Day!

Summer School 2023

Agenda

1. Overview of Summer 2023
    a. Big Lift Inspiring Summer Program
    b. STEAM Program
    c. Migrant Education Program
    d. Extended School Year (ESY) Program and Summer Skills Program
    e. High School Summer Program
2. Questions/Comments

Overview: 586 students served

PROGRAM	STUDENTS	STAFF	SUPPORTED BY Partner Organizations
RK-3-BIG LIFT	138	8 Teachers	16 SMCL Library Facilitators
R4-8-STEAM, Band, Immersion Intervention	170	12 Teachers, 8 ELTs, 2 SEL Art Therapists, 1 Health Aide	5 ALAS Arts Teachers, 15 BGCC Staff 1 Campus Security, 1 Admin Assistant
Credit Recovery (HMBHS/Pilarcitos)	132	4	
Physical Education Algebra/Science	27	3 Teachers	
Bridge Freshman	8	1 Teacher	
ESY/Summer Skills	41* * Includes compensatory services for 7 students	4 Teachers	7 Paraprofessionals, 2 Speech therapists, 1 OT, 1 APE, 1 PT
Migrant	70	1 Teacher	Migrant Education

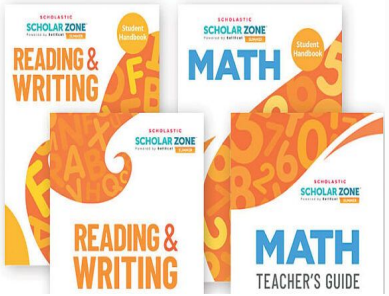
Big Lift Program

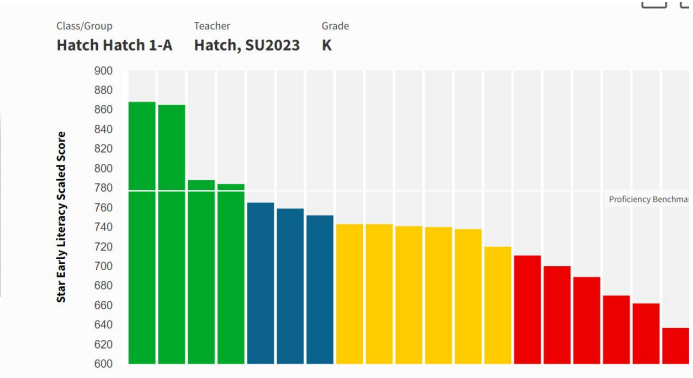
Hatch Elementary School



Meaningful Mornings - Literacy & Mathematics

- Curriculum provided by BellXcell
  - Scholastic Scholar Zone Literacy and Mathematics Learning Kits
    - Each student was provided with a workbook for each subject and leveled books
- Pre and Post assessments were completed by all students
  - Rising K and Rising 1st - Early literacy assessments
  - Rising 2nd and Rising 3rd - Literacy and Mathematics assessments
  - Pre assessments were given to teachers to plan small group & individualized instruction





Date	Class/Group	Teacher	Age (Yrs)	GP	Score	GE	PR	NCE	IRL	Est. ORF	Lexile® Range
7/6/23	Hatch Hatch 1-A	Hatch, S.	-	0.99	788	1.1	46	47.9	-	-	--
6/13/23	Hatch Hatch 1-A	Hatch, S.	-	0.94	749	0.6	24	35.1	-	-	--
Summary	2 Tests										

Lexile Measure *below* BR400L is reported for progress monitoring purposes only. A score below BR400L should not be used to match readers with text, therefore a exile range will not be reported.

Date	Class/Group	Teacher	Age (Yrs)	GP	Score	GE	PR	NCE	IRL	Est. ORF	Lexile® Range
7/6/23	Hatch Hatch 1-A	Hatch, S.	-	0.99	738	0.5	18	30.7	-	-	--
6/13/23	Hatch Hatch 1-A	Hatch, S.	-	0.94	719	0.3	10	23	-	-	--
Summary	2 Tests										

Meaningful Mornings - In the classroom

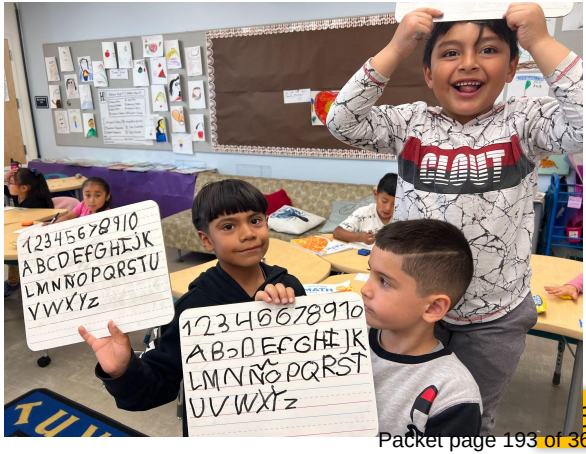












Amazing Afternoons - STEAM

- Afternoons led by 2 afternoon SMCL facilitators
- Curriculum focused on Science, Technology, Engineering, Art, and Mindfulness
- Focus themes:
  - Think - Make - Try designs (bridges)
  - Physics - push and pull (race tracks, marbles)
  - Robotics - Dash and Dot
  - Math and Chemistry - symmetry and density (lava lamps)
  - Mindfulness - Yoga





Family Engagement Mornings

- Led by community leader, retired educator, and family engagement expert, Elizabeth Schuck
- Various community resources available to families









Field Trips/Special Visits

- CuriOdyssey (San Mateo)
- Ink Spell (2 free books for all students)
- HEAL (worms)
- HMB Library (tour)
- Exotic Animals
- FireFighters
- Karate Instructor



















Closing Ceremony











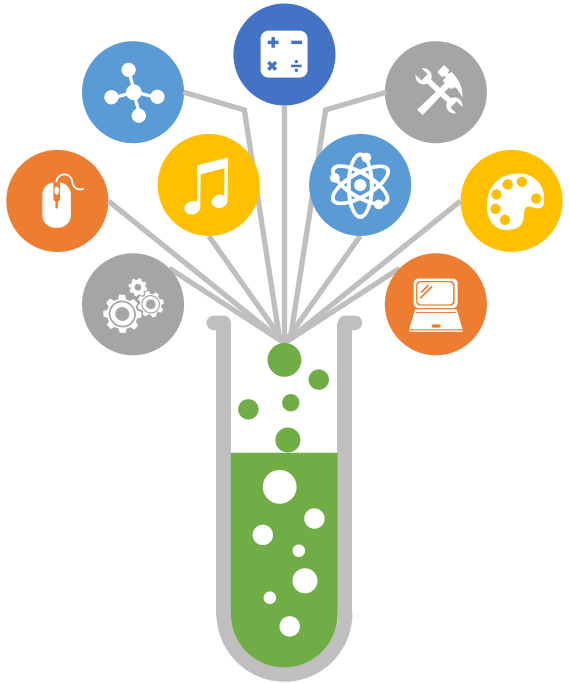


Science Technology Engineering Arts Mathematics

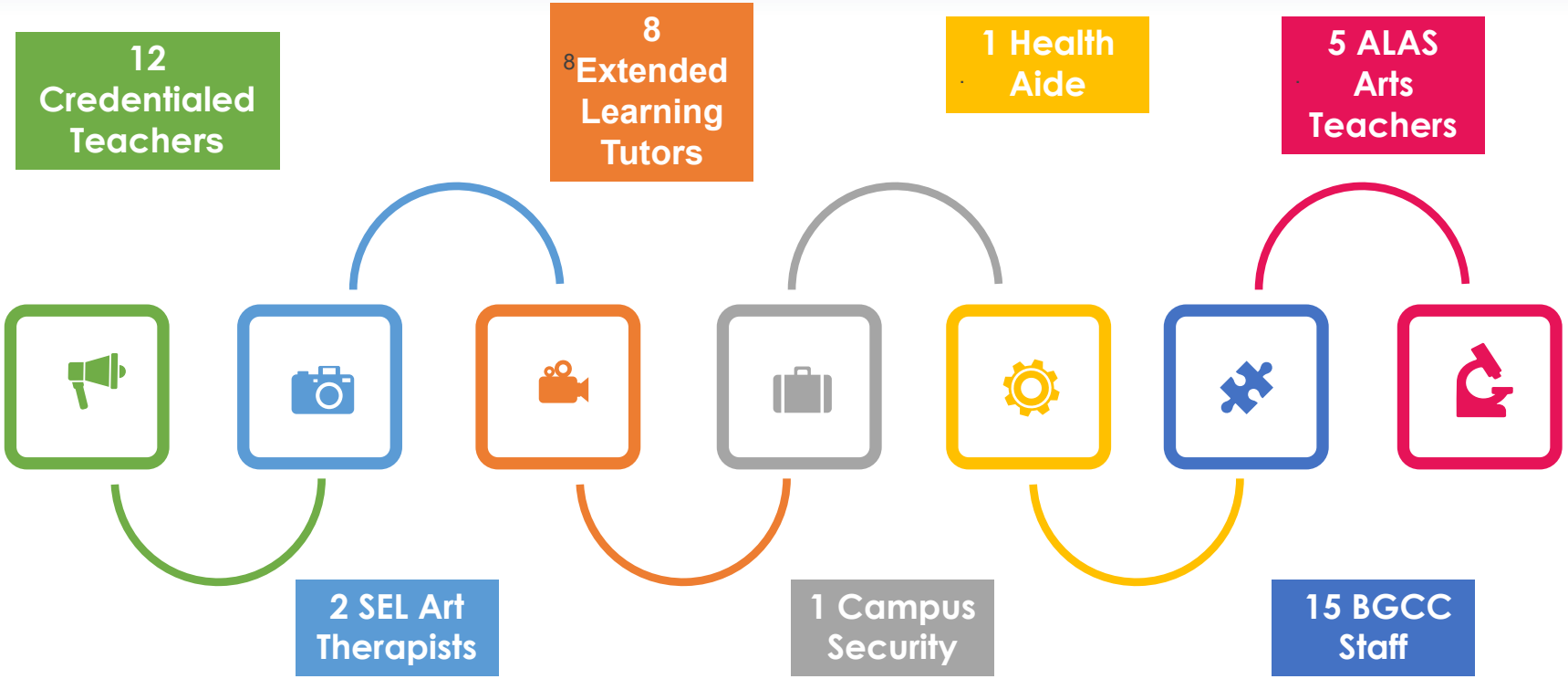
STEAM EDUCATION

Objectives of Summer STEAM Academy

- Increase interest in STEAM
- Increase knowledge of STEAM
- Provide exposure to different STEAM skills
- Improve 21st century skills
- Increase academic vocabulary
- Increase school engagement



Our Staff - Morning Session



Student Attitudes

Pre-Academy	Metric	Post-Academy
3.7	I can build things on my own	4.0
3.3	I can explain my work to others	3.6
3.6	I am willing to continue to work on a problem that is hard	3.8



Parental Attitudes

Pre-Academy	Metric	Post-Academy
3.6	My child knows a lot about art/design	4.2
3.7	My child is willing to work on a problem that is hard	4.3
3.6	My child is able to explain their work to others	4.0





Curriculum

01 ALAS

Hip-Hop Dance, Afro-Peruvian Drumming, Sewing, Musical Theater, Folklorica

02 Engie Science

Hands-on science curriculum that focuses on energy and the environment

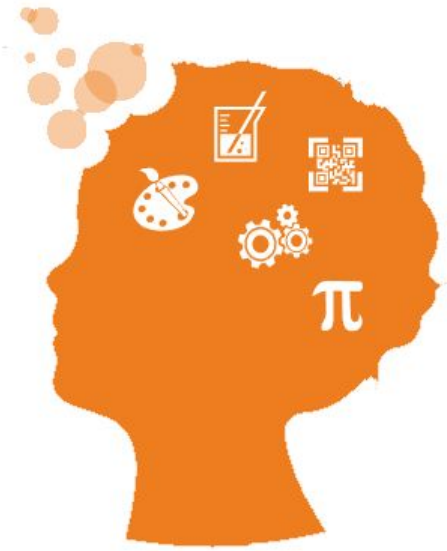
03 SEL Art

SEL lead by trained therapists

04 Art

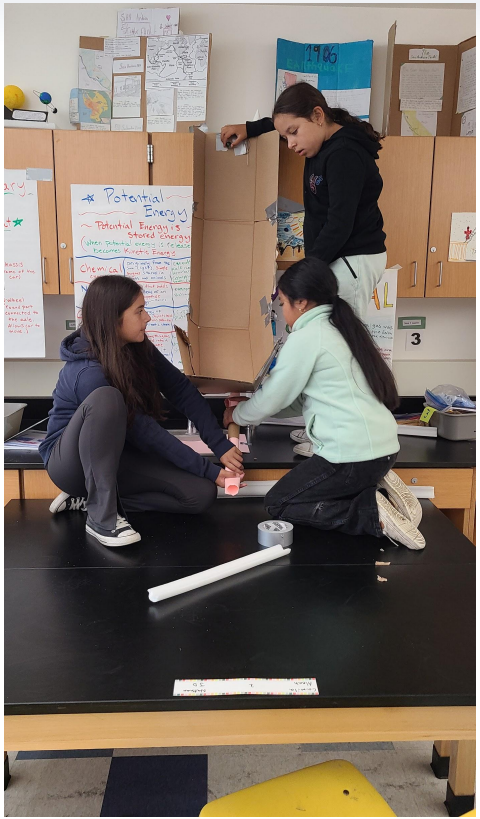
Teacher-created art projects, both independently and to support the science learning

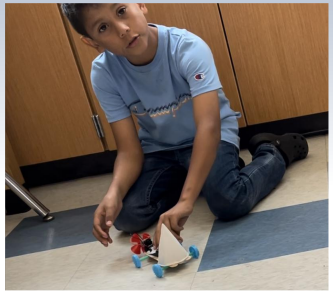
Who?

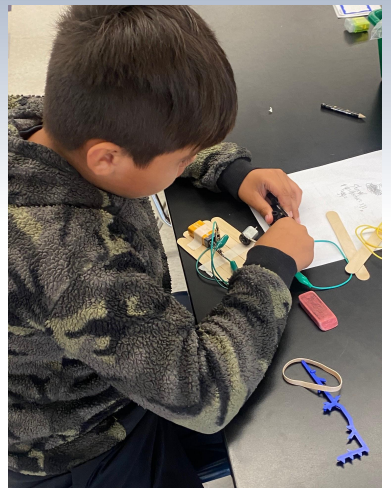


160 Total Students Served

1. 91% Free - Reduced Lunch
   Average Family Income ~$50,000
2. 46% Designated ELL
3. 39% RFEP
4. 32 % Individual Education Plan
5. Rising 4th - 8th Grade

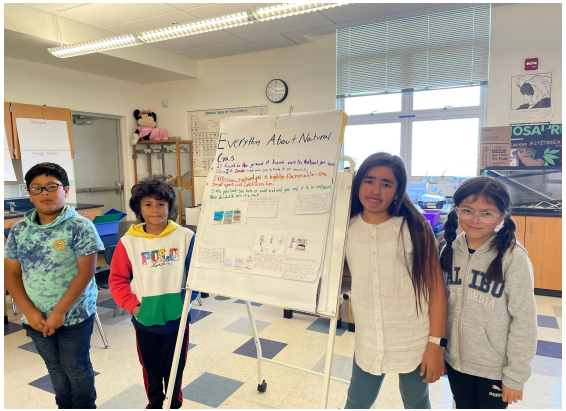








Science & Engineering

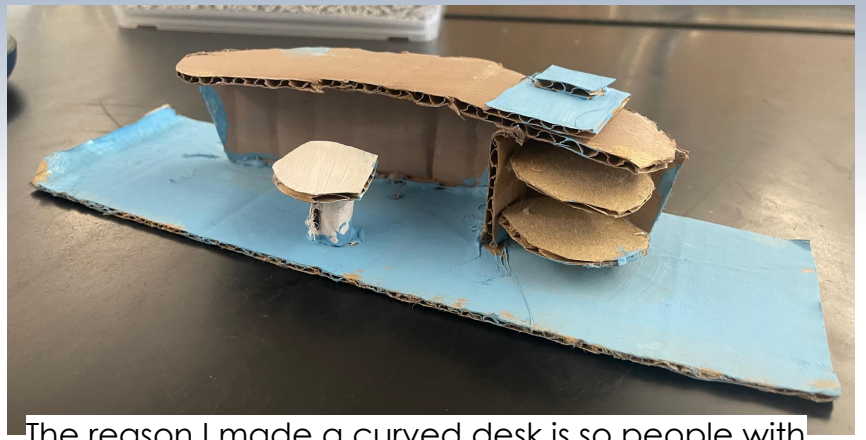




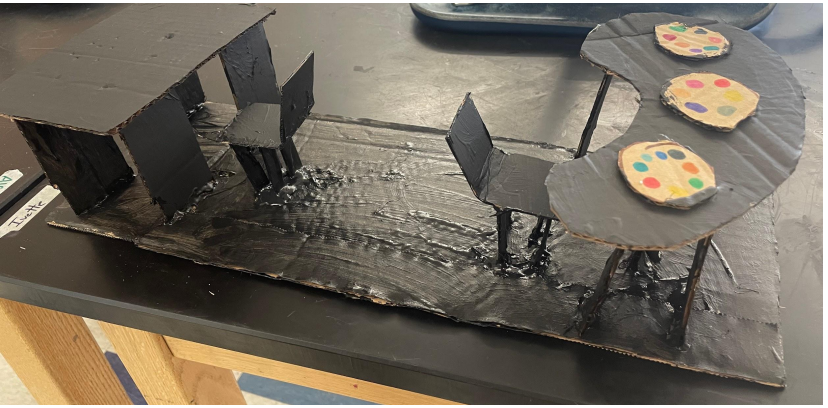
Engineering Design

My desk is more superior because it could fit two people. - Jayden



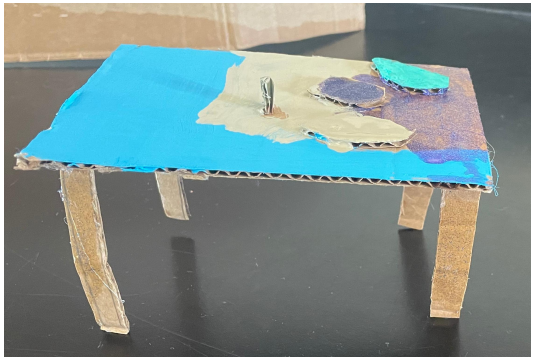


The reason I made a curved desk is so people with wheelchairs could get inside. I put storage because it is necessary. And I made it for right hand & left handed accessible. - Yareli



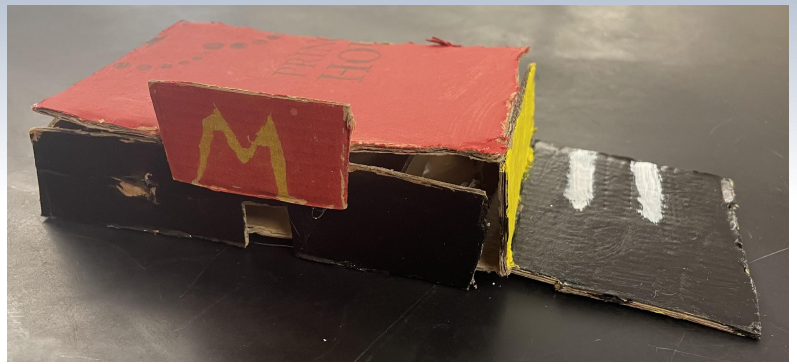
My design of a desk has a foldable chair if you have a wheelchair and a backpack/crutches holder if you have a broken leg. It also has a cup/ water bottle holder and it has a pen, pencil, marker, and highlighter. It has sides to rest your arm, wheels so teachers can move it easier, an outlet if chromebook not charged, and storage under desk. - Brianna

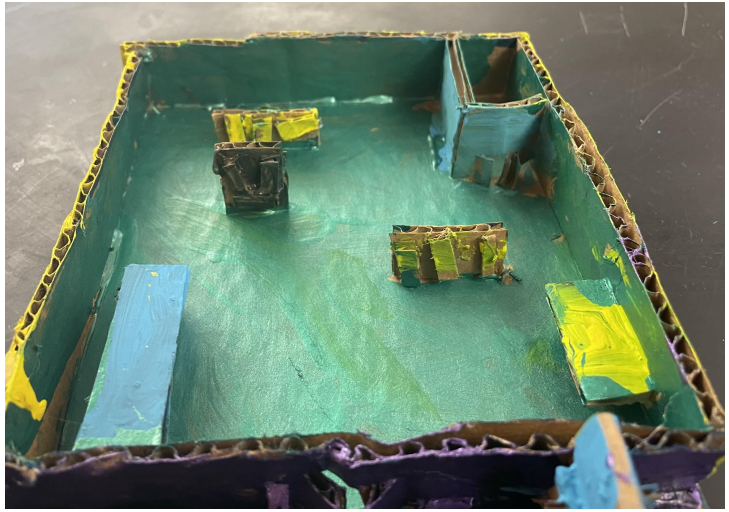
I built my desk in to square because it has more room for kids - Adan

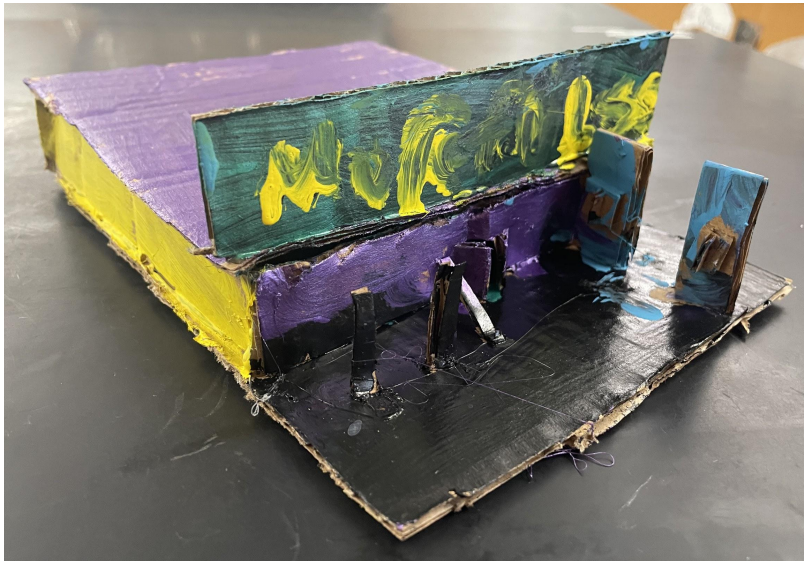


Engineering Design

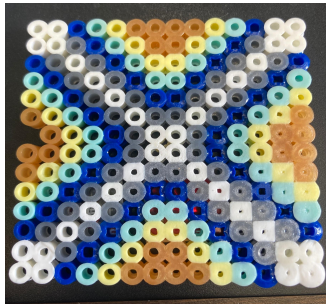




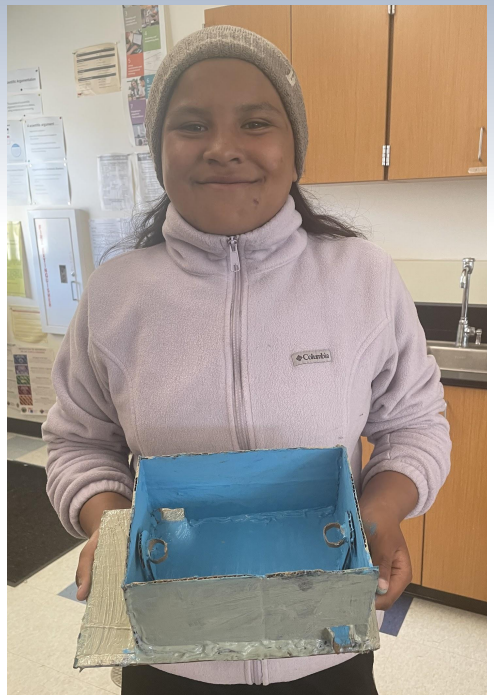


















Art

ALAS



Folklorica, Hip-Hop, Sewing, Afro-Peruvian Drumming, Musical Theater









SEL ART









Capoeira







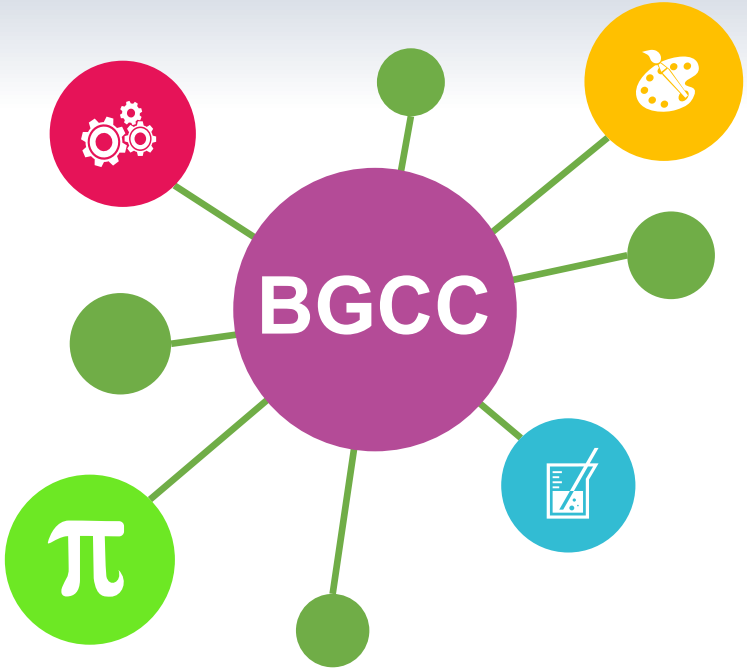


Our Staff - Afternoon Session

Boys and Girls Club of the Coastside

10 Youth Development Professionals

7 - CUSD Alumni
8 : Spanish Bilingual



2 Mental Health Focused Interns

1 Behavioral Health Specialist

2 Supervisors

Robust Counselor-in-Training (CIT) program for high school students to get work experience and earn community service credit

Afternoon Schedule: BGCC

- Noon: Pick up from STEAM classes and eat lunch (provided by CUSD) in grade level cohorts
- Unstructured free choice until 1 PM
- 1:00 to 1:50 Activity 1
- Bathroom/snack break
- 2:00 to 2:50 Activity 2
- Bathroom/snack break
- 3 PM – check-out opens
- 3 group activity choices between 3 PM and 4 PM
- 4 PM – all students need to check-out

Highlights from BGCC



2 visits to pool at HMBHS - more were planned but pool needed repairs :(

Ultimate Frisbee classes with world champion, Kari DeLeeuw

Cooking (thanks to Cunha for loaning space) – lumpia, turkey wraps, and salsa/guac

Walking to Kelly Avenue Driving Range

Float in 4th of July parade

Picnic at Oceanview Park

Downtown Half Moon Bay Scavenger Hunt

Pinata making

Clock painting

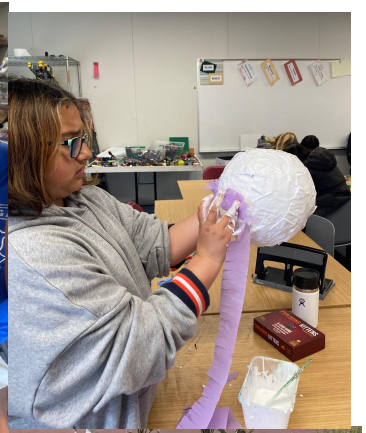
And tons of games (board, video, field, and arcade – ping pong, pool, foosball) and sports (volleyball, basketball, soccer, dodgeball, kickball, whiffle ball) and arts and crafts and design (canvas painting, cartoon drawing, chalk art, Lego, and building galore)















BGCC

Other New Programs at Cunha

Band

Introduction to a variety of instruments (Trumpet, Flute, Saxophone, Clarinet, French Horn, Tuba, Trombone, Guitar, Bass, Drums)

Music Appreciation

Participated in SEL Art

Participated In ALAS Arts

Immersion Intervention

Students in Rising 4th and 5th

Focus on Spanish Grammar

Participated in SEL Art

Participated In ALAS Arts

Extended School Year (ESY) Program

Summer 2023

ESY Defined

Authorized under both federal (IDEA) and state law

- ESY is an IEP service
- Eligibility for ESY based on Regression/Recoupment Model

Special education and related services programs meet the following criteria:

- Is State Standard aligned
- Is provided to students with disabilities beyond the district's normal school year
- Aligns to each student's IEP goals for ESY
- Is provided at no cost to families



ESY Teaching, Paraprofessional and Related Services Staff

Special Education Teaching and Paraprofessional Staff:

- 1 Preschool/K teacher and 2 Paraprofessionals
- 1 Elementary teacher 1-5 and 2 Paraprofessionals
- 1 Secondary teacher 6-12 and 2 Paraprofessionals

Related Service Providers:

- 2 Speech and Language Pathologists (SLPs)*
- 1 Occupational Therapist (OT)
- 1 Adapted Physical Education (APE) Specialist
- 1 Vision Specialist; and
- Behavior Management Specialist

*1 SLP provided compensatory services to eligible students

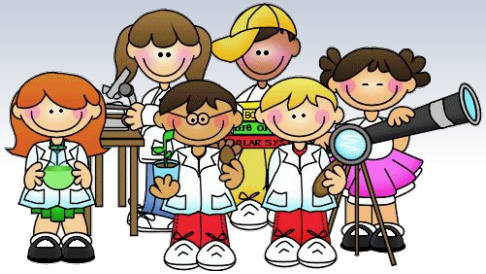


Program Highlights



- Transportation for all eligible students
- Program included enrichment activities (art, music, movement)
- Food Service (breakfast and lunch) for all students
- Access to related services: Speech Therapy, Occupational Therapy, Adaptive Physical Education (as indicated on IEPs)
- Mainstreaming opportunities for each class with neuro-typical peers
- All programs supported with District paraprofessionals

Summer Skills Program



- The Summer Skills Program is available to elementary students with IEPs who do not qualify for Extended School Year and would benefit from specialized summer programming. This program is hands-on, engaging, and strength-based.
- The program focused on core academic skills aligned with IEP goals
- Students engage with assistive technology to better access general education content during school year
- The program included an enrichment component: Art, Music, Movement
- Summer Skills students participated in the Summer SEL program

Program Highlights - Social Emotional Learning:

- We were able to provide Social Emotional Learning: Mindfulness Art Therapy workshops weekly to 3rd-8th grade students

- Students in 4th/5th STEAM, Summer Skills, and 9th grade bridge participated

- Topics covered: Collaboration, recognizing personal resilience and personal responsibility, building healthy relationships, review of the school year (pluses and minuses), and building a mental health tool kit

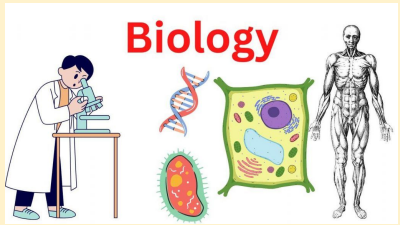


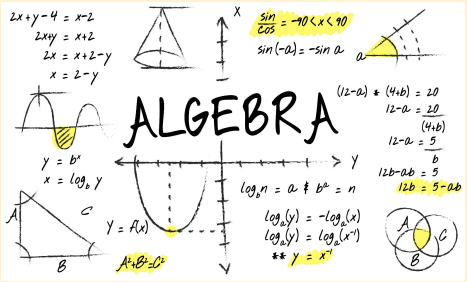
High School Program

2023

Courses Offered:

- ❑ 4 Edgenuity Teachers/7 Sections
- ❑ Physical Education
- ❑ Biology
- ❑ Algebra
- ❑ Rising 9th Grade







Edgenuity Success:

- 55 students made up a total of 605 credits.
- This equals 121 total semesters of classes recovered by students.
- Eligible Super Seniors earned their diploma.
- We are planning a special ceremony for those graduating seniors within the next 1-2 weeks in Cougar Park.
- Ms. Bendaña will hand out diplomas.
- Mr. Olson will act as the Master of Ceremonies.
- Parents and other family members will be invited to attend.





Extension Program

- We also had 12 students in the extension program who took advantage of “extra time” to complete more coursework.
- One of those was a Super Senior who earned her diploma due to the “extra time” we allotted.



Migrant Education Program

Summer 2023

MIGRANT EDUCATION PROGRAM SUMMER SERVICES

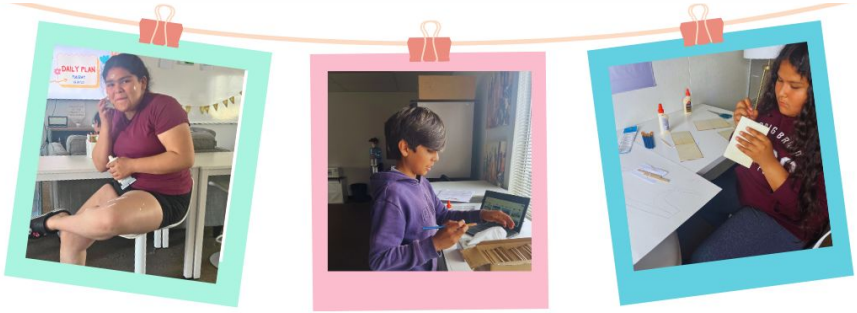
- LANGUAGE ARTS AND READING ACADEMY
- DENTAL AND VISION SCREENING
- BACKPACK AND SCHOOL SUPPLY DISTRIBUTION
- EDUCATIONAL EXCURSIONS

TOTAL STUDENTS SERVED: 70/106 STUDENTS





LANGUAGE ARTS AND READING ACADEMY



- Our Summer Language Arts Academy offers ongoing support in language, reading, and writing.
- This summer, students undertook two projects.
- In "Mini Architects," students researched a building in Half Moon Bay, wrote a report, and built a model of it with wood sticks.
- In the "Cultural Exploration Project," students researched a culture-related topic, wrote a paper, and painted a canvas.
- Our intention is to address and fill the academic gaps that students may have, boosting their competency in fundamental subjects and enhancing their overall academic performance.

DENTAL AND VISION SCREENING

- In partnership with Sonrisas Dental Health, we offered dental and vision screenings for K-12 students.
- These screenings can detect oral/ocular health issues early.
- This activity serves as a learning opportunity for students and families about their well-being.
- If further dental or eye care is needed, we provide families resources and assist them in accessing further treatment.



BACKPACK AND SCHOOL SUPPLY DISTRIBUTION

- Summer is an ideal time to prepare for the upcoming school year. That's why we provide backpacks and school supplies through our MEP summer services.
- Regardless of their family's finances, every student has the resources for full participation in their education.
- This helps students feel prepared and confident for the new school year.











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EDUCATIONAL EXCURSION

- The Migrant Education Program turns every opportunity into an exciting learning experience.
- This summer, our 4th-8th graders visited the Oakland Zoo, had a picnic at Mountain Lake Park, and ended their day at Bay Area Smash Room.
- Our program offers these educational excursions to supplement classroom learning.









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Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Israel Castillo, Coordinator of Instruction, Categorical/Grants, and Special Projects
CATEGORY: Presentation
ITEM TITLE: Update on English Learner Program Achievements

BACKGROUND INFORMATION

Cabrillo Unified School District has a diverse population of students. This includes 20.2% English Learners who bring rich cultural backgrounds and language diversity into our school district. This presentation will provide an update on the English Language Proficiency Assessment for California (ELPAC) as well as an overview on English Learner Performance in CUSD.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

This item is presented for information only.

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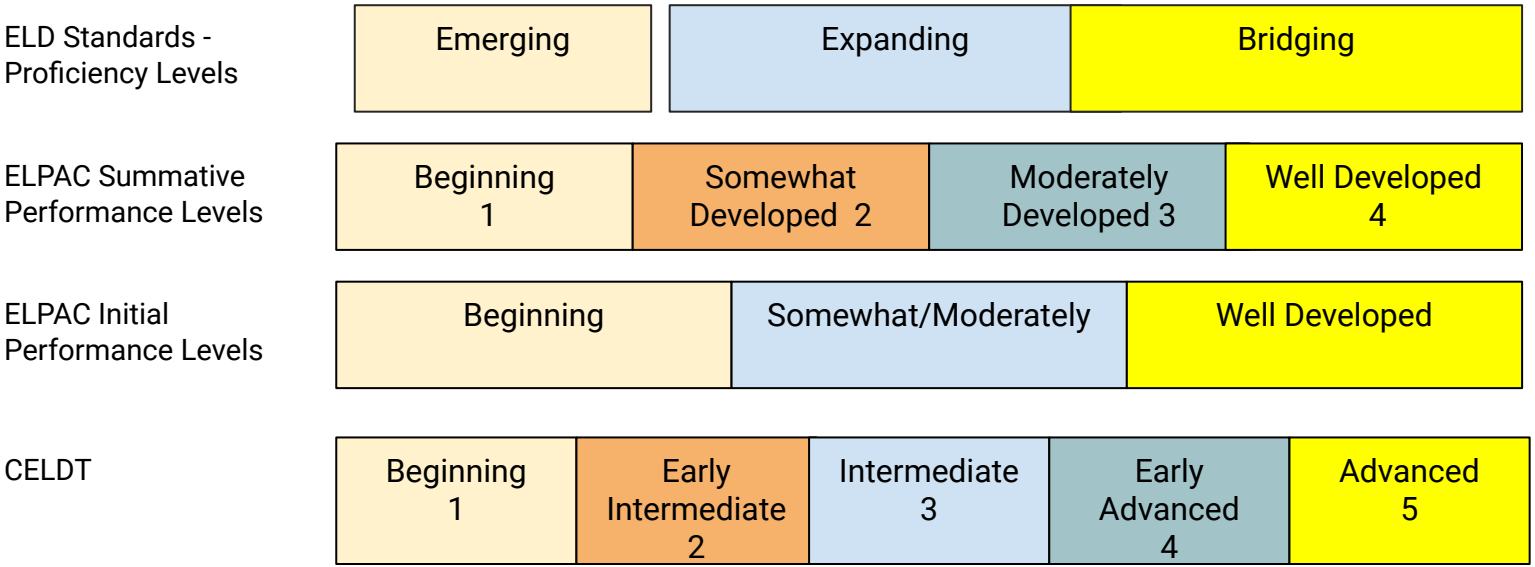
ELPAC Data Results 2022/2023

English English Language Proficiency Assessment for California (ELPAC) Summative Assessment

Summative ELPAC General Overview

- ELPAC is administered annually
- Testing is for language proficiency, not content
- The test is computer-based
- Meets federal accountability requirements
- Administered annually to English learner students
- Assesses listening, speaking, reading, and writing
- February 1 to May 31 testing window

Proficiency Levels vs. Performance Levels



Test Administration Group / Individual?

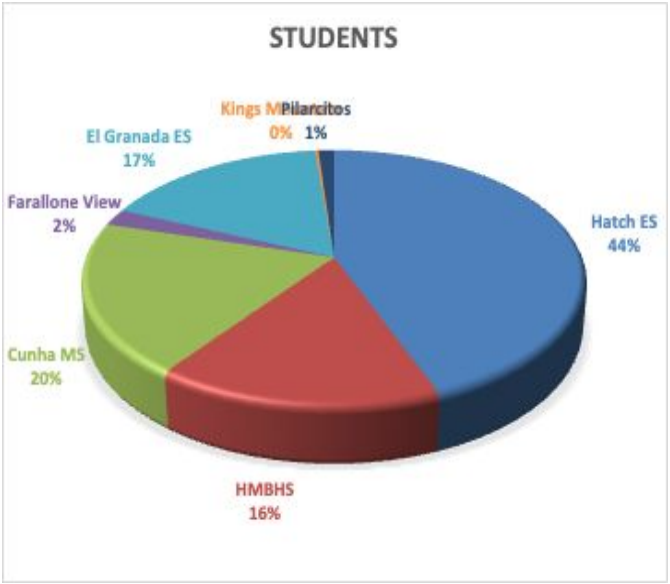
- Testing administered by small groups or individually, depending on the grade
- Grades 3rd-12th (Listening, Reading, and Writing)
- Speaking must be done on pull-out basis (1-on-1 administration)

Test Administration

	K	1	2	3–5	6–8	9–10	11–12
							
Speaking	1:1	1:1	1:1	1:1	1:1	1:1	1:1
Listening	1:1	1:1	1:1	Group Proctor for groups of more than 20 students			
Reading	1:1	1:1	1:1	Group Proctor for groups of more than 20 students			
Writing	1:1	1:1	Group Proctor for groups of more than 10 students	Group Proctor for groups of more than 20 students			

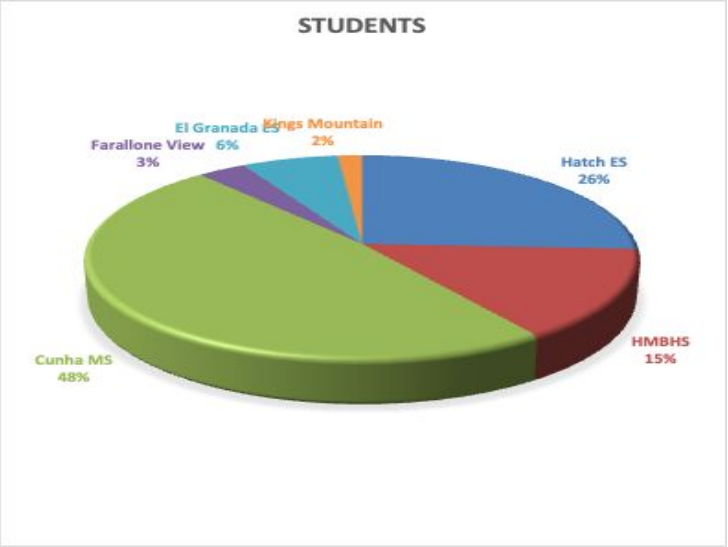
Total Students Tested by Site

- Districtwide = 424 Students
- Numbers of students by school site
  - Hatch ES = 187 Students
  - HMBHS = 68 Students
  - Cunha MS = 82 Students
  - Farallone View = 9 Students
  - El Granada ES = 72 Students
  - Kings Mountain ES = 1 Student
  - Pilarcitos = 5 Students



Students Scoring Overall ELPAC Level 4

- Districtwide = 62 Students
- Cunha MS = 30 Students
- Hatch ES = 16 Students
- HMBHS = 9 Students
- El Granada ES = 4 Students
- Farallone View = 2 Students
- Kings Mountain ES =1 Student



Criteria for Reclassification

Cabrillo Unified School District – Reclassification Criteria Chart



ENGLISH LEARNER STUDENT



Not Eligible for Reclassification

- Overall ELPAC scores of Minimally Developed, Somewhat Developed and low Moderately Developed (levels 1, 2, and 3)
- SBAC Overall ELA score of Standard Not
- Met or Standard Nearly Met (level 1, 2 or <2.5)
- Report card grade of below standard in English/ELD (elementary) or ELD or GPA lower than 2.0 (secondary)

Continues in EL Program and evaluate on an annual basis

Students enter LTEL status (3 or more years within a proficiency level), not maintaining Language Proficiency

Recommend for a Student Study Team and necessary Interventions and/or EL services

Eligible for Reclassification

Has to meet all 4 criteria:

1. **English Language Proficiency** - Overall ELPAC scores of Well Developed (level 4)
2. **Performance in Basic Skills** - SBAC Overall ELA score of high Standard Nearly Met, Standard Met or Standard Exceed (level >2.5, 3 or 4) or K-2 F&P at grade level or above **OR** Score 4 of 6 on the writing test (Local Assessment) to meet the criteria including Lexia ELA, ESGI, CUSD ELA Local Assessment (site based).
3. **Student Academic Performance** -Teacher evaluation based on report card grade of at or above standard in English/ELD (elementary) and GPA above 2.0 (secondary)
4. **Parent Consultation –** For recommendation to reclassify and approval of reclassification

Recommend Reclassification

EL Meeting (Individual or Group)

Must include a parent/guardian, teacher and at least 1 staff member below:

- Student's teacher/ELD teacher
- Principal or designee
- EL Site Coordinator
- Other District support personnel, as appropriate
- Student as appropriate

Reclassification: Monitor progress for 4 years

Student does not maintain proficiency CAASPP ELA score of Standard Not Met or Low Nearly

Met SBAC Standard Nearly Met Or Above (level 2.5

Eligible for Reclassification under an Alternative criteria (Ex: IEP, Section 504, other)

Special Education EL's who appear to have progressed to their maximum potential in English Language Development may be considered for reclassification by the school's Individual Education Plan Team (IEP Team). The IEP Team will consider:

The category (I or II) of the impact of student's disability.

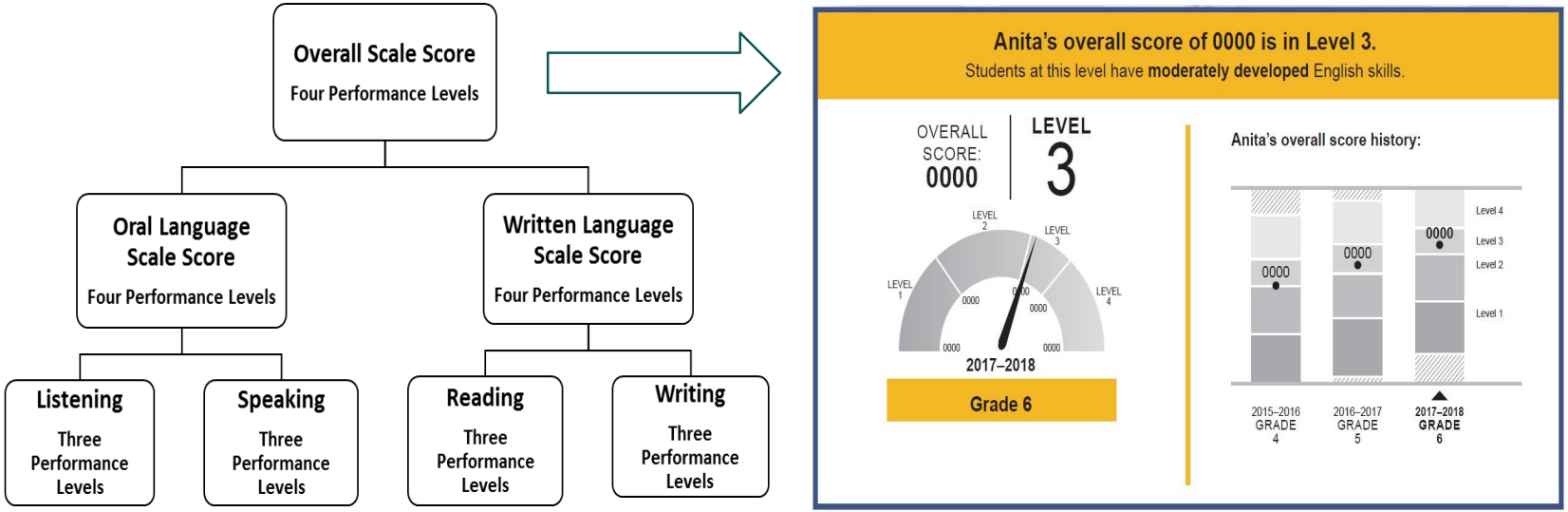
- Should assessments (testing procedures) be modified? If so, which assessment will be used for reclassification purposes?
- Should criteria for reclassification be modified?

Revised 01.26.2022

Reclassification Fluent English Proficient

Reclassification Fluent English Proficient (RFEP)		
	CUSD	SM County
2022 - 2023	20.60%	16.20%
2021 - 2022	20.30%	16.20%
2020 - 2021	21.10%	17.40%

Overall Score Report



Goals for CUSD English Learners

- Helping students achieve proficiency in listening, speaking, reading, and writing equal to native English speaking peers as rapidly as possible through **Designated English Language Development instruction.**
- Providing students with equal access to challenging core curriculum through **Integrated English Language Development** and, when available, primary language support.
- Providing students with **meaningful activities and instruction** that lead to positive self-esteem and appreciation of culture and language.
- Providing equitable, appropriate, and **effective access to core instruction** to all English Learners, including students who are dually identified as English Learners and Students with Disabilities and Migratory students.

Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
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Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
CATEGORY: Presentation
ITEM TITLE: Update on CUSD Key Performance Indicators of Academic Achievement

BACKGROUND INFORMATION

The purpose of this CUSD Key Performance Indicators (KPIs) of Achievement Presentation is to provide the Governing Board, CUSD staff, and public with a draft of our own Cabrillo Unified School District (CUSD) data dashboard that is directly aligned to our district goals. This local district dashboard of Key Performance Indicators (KPIs) has been developed by selecting key data at select grade levels that will be monitored to determine if our actions and services are positively impacting student academic and social achievement. The data selected includes California Assessment of Student Performance and Progress (CAASPP) data reflecting subgroup performance during the Spring 2021-2022 administration window as well as local data which can be accessed through our new Student Information System (SIS) PowerSchool. The data presented today will be used as baseline data. It is also important to note that some data pieces will be accessed once PowerSchool, our new Student Information System (SIS), has been fully implemented.

The proposed systems, using the support of the San Mateo County Office of Education and the Continuous Improvement framework, will illustrate how the District is positioned to change the trajectory for our students through strategic planning and an informed and consistent data inquiry Plan-Do-Study-Act (PDSA) cycle at the site and district level. In using our data, we can pinpoint specific areas for improvement and make needed adjustments to our LCAP, site plans, and professional learning focus to support the implementation of promising practices for all.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

This item is presented for information only.

CABRILLO UNIFIED SCHOOL DISTRICT

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Key Performance Indicators (KPIs) of Academic Improvement

Governing Board Meeting

August 10th, 2023

10 Key Performance Indicators of Academic Achievement

Background:

In preparation of approval and implementation of CUSD's Strategic Plan, staff created a scaled-down CUSD-specific dashboard using ten (10) essential metrics. CUSD staff have reviewed our Local Control Accountability Plan (LCAP) metrics and have selected 10 Key Performance Indicators that serve as essential metrics to measure our progress toward achieving key CUSD district goals: (1) Focus on Equity, (2) Academic Improvement, (3) Sustainability, and (4) Whole Child Model.

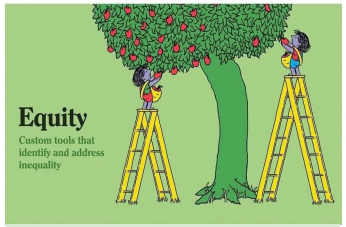
The purpose of tonight's presentation:

1. To review current CUSD district goals
2. To present a draft of 10 Key Performance Indicators (KPI's) for Academic Achievement
3. To review current current baseline performance data
4. To discuss next steps

Notes:

- 2021-2022 data is used as baseline data due to CDE data still being calibrated for 2022-2023 and will provide us with the opportunity to measure academic improvement
- The transition to our new Student Information System (SIS), PowerSchool, is currently taking place, and thus a few more data pieces will be shared at a later date
- 2021-2022 will be baseline data due to a CAASPP data pause due to COVID-19 and the pending CDE update on district performance growth chart for 2022-23
- Staff will work ahead to further align data to our Strategic Plan, LCAP, and Site Single Plans for Student Achievement (SPSA)

UNDER THE MTSS UMBRELLA



FOCUS ON EQUITY

ACADEMIC IMPROVEMENT





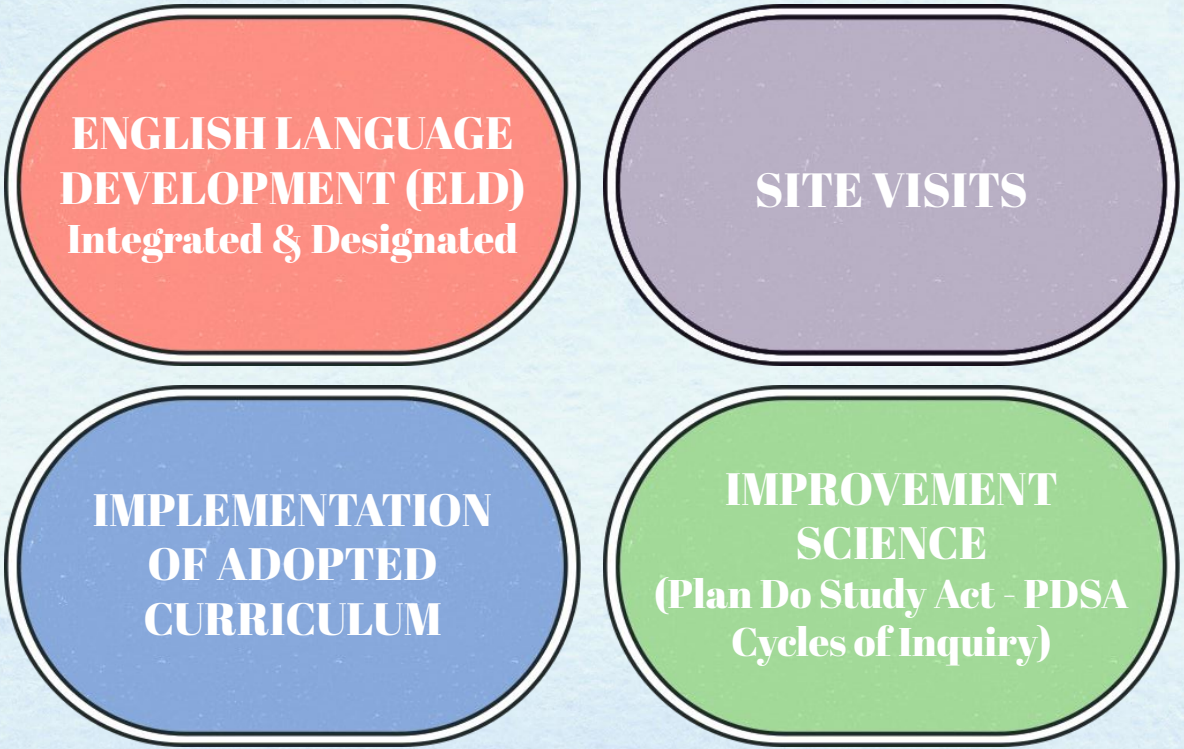
SUSTAINABILITY

WHOLE CHILD



CUSD GOALS VISUAL

Academic Improvement Educational Services Goals



Draft of Revised Vision & Mission

Vision

A place where all children dream and achieve.

Mission

We provide joyful, meaningful, and safe places for students to prepare for college, career, and life. We empower everyone in their learning journeys from early childhood through adulthood.

KEY PERFORMANCE INDICATORS (KPIs)

DRAFT

10. 12th Grade Graduate Student Readiness | A-G Requirements and Graduation Rates (Data Source: SIS System)

9. 11th Grade Academic Readiness | ELA/Math CAASPP Assessments & Physical Education Data (Data Source: CAASPP & SIS System)

8. 10th Grade Student Engagement | Expulsion Data , Suspension Data & Attendance Data (Data Source: SIS System & CA Dashboard)

7. 9th Grade Algebra Readiness | Algebra Course Enrollment & Student Grades (Mathematics Data) (Data Source: SIS System)

6. 7th Grade English Language Readiness | English Language Arts, English Language Proficiency Assessment for California (ELPAC), & Reclassification Rate (RFEP) (Data Source: SBAC, ELPAC & SIS)

5. 6th Grade Mathematics Readiness | CAASPP SBAC Math Assessment (Data Source: CAASPP & CA Dashboard)

4. 5th Science Readiness | CAASPP CA Science Test (Data Source: CAASPP & CA Dashboard)

3. 4th Grade Mathematics Readiness | CAASPP Mathematics Scores (Data Source: CAASPP & CA Dashboard)

2. 3rd Grade English Language Readiness | English Language Arts, English Language Proficiency Assessment for California (ELPAC), & Reclassification Rate (RFEP) (Data Source: SBAC, ELPAC & SIS)

1. Transitional Kinder & Kindergarten Readiness | Brigance Early Literacy Screener Assessment (Data Source: Brigance and Dibels 8)

FOCUS ON EQUITY

ACADEMIC IMPROVEMENT

SUSTAINABILITY

WHOLE CHILD

Transitional Kindergarten & Kindergarten

Brigance Assessment Baseline Data| FALL 2022

Student Subgroup	# of Students	Overall Readiness	Social-Emotional Readiness	Academic-cognitive Development Readiness	Language Development Readiness	Physical Development Readiness
All Kinder	153	45.8%	59.5 %	45.1%	68%	51.6 %
Socio-Economically Disadvantaged	60	15%	48.3%	16.7%	46.7%	46.7%
Socio-Economically Advantaged	93	65.6%	66.7%	63.4%	81.7%	54.8%
Spanish Speakers	53	11.3%	45.3%	13.2%	37.7%	50.9%
English Speakers	97	63.9%	67%	60.8%	83.5%	51.5%

Overall, Language Development Readiness was the highest scoring among all categories of Kinder Readiness. Our Socio-Economically Disadvantaged and English Speakers were the highest performing student subgroups while \Socio-Economically Disadvantaged and Spanish speakers were the lowest performing student subgroups.

3rd Grade English Language Readiness

2021-2022 CAASPP 3rd GRADE ELA SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	35.25 %	22.58 %	19.40 %	22.77 %
SWD	61.18 %	18.99 %	10.87 %	8.96 %
SED	45.99 %	24.60 %	16.77 %	12.64 %
EL	59.15 %	24.04 %	11.64 %	5.17 %
White	21.52 %	20.97 %	23.76 %	33.75 %
Hispanic	44.53 %	24.86 %	17.34 %	13.27 %

Overall, our White and an average of ALL district students were the highest performing with students scoring Standard Met and Standard Exceeded. Our Socio-Economically Disadvantaged, English Learners, Hispanic, and Special Education student subgroups were the lowest performing student subgroups.

3rd Grade English Language Readiness

ELPAC Performance Level 21-22 Baseline Data	3rd Grade
Level 4 Percentage of students by grade for level NOTE: Only Level 4 qualifies students for RFEP	11.65%
Level 3 Percentage of students by grade for level	34.94%
Level 2 Percentage of students by grade for level	35.41%
Level 1 Percentage of students by grade for level	18.01%

ELPAC student performance levels have remained steady and slightly increased from the previous year. Approximately 55% of our English Learners are performing at Level 3 or Level 4 Performance Level.

3rd Grade English Language Readiness

Reclassification Fluent English Proficient (RFEP) 3rd Grade	
2021 - 2022	3.40% (6)

During the 2021-2022 academic year, a total of 6 Reclassified Fluent English Proficient (RFEP) students have been reclassified as fluent English speakers.

4th Grade Mathematics Readiness

2021-2022 CAASPP 4th GRADE MATH SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	33.30 %	28.45 %	21.55 %	16.71 %
SWD	60.97 %	21.61 %	10.83 %	6.59 %
SED	44.12 %	31.05 %	17.29 %	7.54 %
EL	56.33 %	29.52 %	11.00 %	3.16 %
White	18.14 %	26.56 %	29.21 %	26.09 %
Hispanic	42.90 %	31.80 %	17.83 %	7.48 %

Overall, Mathematics Readiness is the lowest scoring CAASPP assessment. This low performance matches the low performance of students in San Mateo County and the State of California. Our White Subgroup is our highest scoring student subgroup while SPED, EL, SED, and Hispanic are our lowest scoring student subgroups.

5th Grade Science Readiness

2021-2022 CAST Science 5th GRADE SCIENCE SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	18.53 %	50.29 %	20.14 %	11.05 %
SWD	46.52 %	41.79 %	8.13 %	3.57 %
SED	24.99 %	55.99 %	14.38 %	4.63 %
EL	40.35 %	55.22 %	3.87 %	0.56 %
White	9.23 %	42.82 %	29.25 %	18.70 %
Hispanic	23.55 %	56.72 %	15.01 %	4.73 %

Our White student subgroup is our highest performing subgroup in the CA Science Test (CAST). Our Students with Disabilities and English Learners are our lowest performing student subgroup. Although there is definitely the need for growth, we see our Socio-Economically Disadvantaged students and Hispanic students performing at moderate levels.

6th Grade Mathematics Readiness

2021-2022 CAASPP 6th GRADE MATH SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	40.57 %	26.96 %	16.02 %	16.44 %
SWD	75.71 %	14.92 %	5.44 %	3.93 %
SED	51.74 %	27.73 %	12.68 %	7.84 %
EL	75.05 %	19.17 %	4.26 %	1.52 %
White	25.32 %	27.86 %	22.18 %	24.63 %
Hispanic	50.67 %	28.51 %	13.13 %	7.69 %

Our White student subgroup is our highest performing subgroup. Students with Disabilities and English Learners are our lowest performing student subgroups. Although there is definitely the need for growth, we see our Socio-Economically Disadvantaged students and Hispanic students performing at Level 2 (Standard Nearly Met).

7th Grade English Language Readiness

2021-2022 CAASPP 7th GRADE ELA SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	27.92 %	22.86 %	31.75 %	17.47 %
SPED	65.88 %	20.05 %	11.16 %	2.90 %
SED	36.55 %	26.05 %	28.03 %	9.38 %
EL	36.55 %	26.05 %	28.03 %	0.49 %
White	16.79 %	19.58 %	38.24 %	25.39 %
Hispanic	35.14 %	26.30 %	28.87 %	9.69 %

Overall, our White student subgroup was the highest performing with students scoring Standard Met and Standard Exceeded. Our Socio-Economically Disadvantaged, English Learners, Hispanic, and Students With Disabilities student subgroups were the lowest performing student subgroups.

7th Grade English Language Readiness

ELPAC Performance Level 21-22 Baseline Data	7th Grade
Level 4 Percentage of students by grade for level NOTE: Only Level 4 qualifies students for RFEP	23.16%
Level 3 Percentage of students by grade for level	36.01%
Level 2 Percentage of students by grade for level	26.24%
Level 1 Percentage of students by grade for level	14.58%

ELPAC student performance levels have remained steady and slightly increased from the previous year. Approximately 59% of our English Learners are performing at Level 3 or Level 4 Performance Level.

7th Grade English Language Readiness

Reclassification Fluent English Proficient (RFEP) 7th Grade	
2021 - 2022	19.4% (40)

During the 2021-2022 academic year, a total of 40 Reclassified Fluent English Proficient (RFEP) students have been reclassified as fluent English speakers.

9th Grade Algebra Readiness

Due to the change in our Student Information System (SIS) from Infinite Campus to PowerSchool, this data will be added as baseline data once our SIS data merges.

We will utilize the following data:

- Algebra Course Enrollment by subgroup
- Student Grades in Algebra by subgroup

10th Grade Student Engagement

Due to the change in our Student Information System (SIS) from Infinite Campus to PowerSchool, this data will be added as baseline data once our SIS data merges.

We will utilize the following data:

- Attendance by subgroup
- Suspension by subgroup
- Expulsion by subgroup

11th Grade Mathematics Readiness

2021-2022 CAASPP 11th GRADE MATH SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	51.76 %	21.26 %	15.13 %	11.84 %
SWD	88.01 %	8.09 %	2.61 %	1.29 %
SED	63.21 %	20.34 %	11.16 %	5.29 %
EL	89.72 %	7.64 %	2.01 %	0.63 %
White	36.59 %	24.17 %	21.71 %	17.52 %
Hispanic	63.71 %	21.12 %	10.95 %	4.21 %

Our White student subgroup is our highest performing subgroup. Students with Disabilities and English Learners are our lowest performing student subgroups. Although there is definitely the need for growth, we see our Socio-Economically Disadvantaged students and Hispanic students performing at Level 2 (Standard Nearly Met).

11th Grade English Language Arts Readiness

2021-2022 CAASPP 11th GRADE ELA SCORES (BASELINE DATA)				
	Standard Not Met: Level 1	Standard Nearly Met: Level 2	Standard Met: Level 3	Standard Exceeded: Level 4
All	23.59 %	21.61 %	29.19 %	25.61 %
SWD	61.32 %	23.28 %	11.88 %	3.53 %
SED	39.50 %	25.27 %	23.57 %	11.67 %
EL	67.61 %	24.65 %	7.23 %	0.51 %
White	15.40 %	17.69 %	31.25 %	35.67 %
Hispanic	29.31 %	25.20 %	28.93 %	16.56 %

Overall, our White student subgroup was the highest performing with students scoring Standard Met and Standard Exceeded. Our Students With Disabilities and English Learners student subgroups were the lowest performing student subgroups.

11th Grade Physical Education (PE) Readiness

Due to the change in our Student Information System (SIS) from Infinite Campus to PowerSchool, this data will be added as baseline data once our SIS data merges.

We will utilize the following data:

- Physical Fitness Test (PFT) scores by subgroup
- Physical Education (PE) grades by subgroup

12th Grade Graduate Student Readiness

2021-2022 (Baseline Data)		
Subgroup	**CUSD Graduation Rate**	**A-G Completion Rate**
CUSD	89%	56%
White	92.80%	71%
Hispanic or Latino	86%	41%

CUSD's graduation rate for both White and Hispanic/Latino-a students is above 85%, and the overall CUSD graduation rate is an average of 2% higher compared to the State of California. The UC "a-g" completion rate compared to the CUSD graduation rate is significantly lower for both White and Hispanic/Latino students. Hispanic/Latino students have a lower UC "a-g" completion rate compared to White students.

Next Steps

- Integrate new SIS System to support data management
- Engage in cycles of inquiry to review data by site and grade/content area
- Provide site teams with support for our English Learner students
- Engage in site visits with a focus on English Learner students

Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: James Barnes, Coordinator of Student Services and Special Projects
CATEGORY: Action/Resolution
ITEM TITLE: Adoption of Resolution No. 15-2023 Informing Parents and Other Adults of Their Obligations Regarding the Secure Storage of Firearms in Their Homes

BACKGROUND INFORMATION

California State law, including Senate Bill (SB) 172, requires adults to securely store any firearm, loaded or unloaded, so a child is not able to access it; and Assembly Bill (AB) 452, enacted in 2022, requires school districts to annually inform their community's parents and guardians at the beginning of the school term of their responsibilities for keeping firearms out of the hands of children as required by California law.

FISCAL ANALYSIS

No impact to the budget.

RECOMMENDATION

Adoption of the Resolution

RESOLUTION NO. 15-2023
BEFORE THE GOVERNING BOARD
OF THE CABRILLO UNIFIED SCHOOL DISTRICT
SAN MATEO COUNTY, CALIFORNIA

INFORMING PARENTS AND OTHER ADULTS OF THEIR OBLIGATIONS
REGARDING THE SECURE STORAGE OF FIREARMS IN THEIR HOMES

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), in 2020, firearms became the number one cause of death for children and teens ages 1-19 in the United States, surpassing motor vehicle deaths and those caused by other injuries; and

WHEREAS, according to the Centers for Disease Control and Prevention (CDC), in 2020, firearms became the number one cause of death for children and teens ages 1-19 in the United States, surpassing motor vehicle deaths and those caused by other injuries; and

WHEREAS, according to the CDC's provisional statistics, in 2021, 3,597 children died by gunfire; and

WHEREAS, the number of children and teens killed by gunfire in the United States increased 50 percent between 2019 and 2021; and

WHEREAS, although the number of school shootings has risen, according to the New York *Times*, school shootings account for less than 1 percent of the total gun deaths suffered by American children; and

WHEREAS, while school shootings are responsible for just a fraction of the deaths of children by gunfire, according to the Washington Post, there were 46 school shootings in the United States in 2022; and

WHEREAS, in 2021, two-thirds of gun deaths involving children were homicides and nearly 30 percent were suicides; and

WHEREAS, every day, eight children and/or teens are shot in instances of family fire, a shooting involving an improperly stored or misused gun found in the home resulting in injury or death; and

WHEREAS, an estimated 4.6 million American children live in households with at least one loaded, unlocked firearm; and

WHEREAS, eighty-seven percent of American youth know where their parents' guns are kept, and 60 percent report they have handled them; and

WHEREAS, evidence strongly suggests that secure firearm storage, including keeping guns locked up when not in use and stored separately from ammunition, is an essential component to any effective strategy to keep schools and students safe; and

WHEREAS, California State law, including Senate Bill (SB) 172, requires adults to securely store any firearm, loaded or unloaded, so a child is not able to access it; and

WHEREAS, Assembly Bill (AB) 452, enacted in 2022, requires school districts to annually inform their community's parents and guardians at the beginning of the school term of their responsibilities for keeping firearms out of the hands of children as required by California law; and

WHEREAS, in addition to the required school notifications, boards of education have an important role to play in communicating to school communities about the importance of securely storing firearms;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Cabrillo Unified School District will work with the Coalition for Safe Schools and Communities to help inform parents and other adults in the district of their obligations regarding the secure storage of firearms in their homes.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 10th day of August 2023, by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Kimberly Hines:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Sophia Layne:	_____	Aye	_____	No	_____	Abstain	_____	Absent

Certified by:

_____
Carmen Daniel
Clerk to the Governing Board
Cabrillo Unified School District

Attest by:

_____
Sean McPhetridge, Ed.D.
Secretary to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: Bianca Forrester, Director of Personnel and Pupil Services
CATEGORY: Action
ITEM TITLE: Approval of Emergency Administrative Credential Waiver

BACKGROUND INFORMATION

Due to departure of one of Half Moon Bay High School's Assistant Principals, the district needs to fill the position for the upcoming school year. The district made recruiting efforts to fill this opening and has elected to recommend David Jones, Math Teacher at Half Moon Bay High School and Student Success Coordinator, for the opening. Mr. Jones has been enrolled in an Administrative Services credential program during the last school year, and this program will conclude in February of 2024. Mr. Jones currently meets all of the desired requirements for the Assistant Principal position with the exception of an Administrative Services credential which he will soon attain.

REPORT/PROPOSAL

The district will submit an application for a variable term waiver which will allow Mr. Jones to act this year as an Assistant Principal while completing his administrative services credential coursework.

FINANCIAL IMPACT

The financial impact is included in the budget, and this is an opening that needs to be filled for school needs.

RECOMMENDATION

Approve staff to submit an Emergency Administrative Credential Variable Waiver to the California Commission on Teacher Credentialing on behalf of Mr. Jones in order to allow this appointment to take place.

CABRILLO UNIFIED SCHOOL DISTRICT

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SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
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Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Action
ITEM TITLE: Approval of Guaranteed Maximum Price 2 (GMP2) and Amendment to GMP1 for the Modernization of Farallone View

BACKGROUND INFORMATION

At its May 11, 2023 Board meeting, the CUSD Board approved the Lease Leaseback (LLB) contract with Core West Construction, Inc. for the modernization of Farallone View Elementary. The LLB process provides for the calculation, agreement, and approval of the *Guaranteed Maximum Price* (GMP). At its June 22, 2023 meeting the CUSD Board approved GMP1 to begin the modernization process. An amendment to GMP1 in alignment with GMP2 is presented to the Board for ratification along with approval of GMP2. The staff has aligned with the contractor and the architect the content of GMP1 and GMP2 and is hereby presenting it to the Board for consideration of approval.

FISCAL ANALYSIS

The Farallone View GMP1 and GMP2 expenditures will be covered with CUSD Bond Program funds (Fund 21) and will not affect the CUSD General Fund.

RECOMMENDATION

Staff recommends approval as submitted.

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AMENDMENT NO. 1 TO FACILITIES LEASE
BY AND BETWEEN
CABRILLO UNIFIED SCHOOL DISTRICT AND CORE WEST, INC.

This Amendment No. 1 to the Facilities Lease ("Amendment No. 1") is made and entered into this 10th day of August, 2023 ("Effective Date") by and between the Cabrillo Unified School District ("District") and CORE West, Inc. ("Developer") (collectively, the "Parties") as follows:

RECITALS

WHEREAS, the Parties entered into a Facilities Lease, dated May 11, 2023, pertaining to the Farallone View Elementary School Modernization Project ("Project") at 1100 Le Conte Avenue, Montara, CA 94037, ("Project Site"); and

WHEREAS, on June 22, 2023, the Governing Board approved the first phase of work including demolition/off-site infrastructure and site work (rough) and the Guaranteed Maximum Price for first phase of the Project ("GMP #1"); and

WHEREAS, the Parties now desire to ratify, amend and supplement the Facilities Lease to, among other things, establish GMP #1 for the Project of Three Million, Ninety-Eight Thousand, Two Hundred Ninety Dollars ($3,098,290).

NOW, THEREFORE, the Parties agree as follows:

Section I. Amendment to Facilities Lease.

1. Section 11.1.2 of the Facilities Lease is amended and replaced with the following:

   11.1.2 Contract Time / Construction Schedule

   It is hereby understood and agreed that the Contract Time for Phase 1 of this Project shall be completed by November 30, 2023 ("Contract Time"). The Construction Schedule must be approved by the District.

2. **Exhibit C** (Guaranteed Maximum Price and Other Project Cost, Funding, and Payment Provisions) to the Facilities Lease is amended and supplemented such that the existing Exhibit C is struck and replaced with the amended Exhibit C, which is attached hereto as **EXHIBIT "1"** and incorporated herein by this reference. All references to Exhibit C in the Facilities Lease shall mean and refer to Exhibit "1" hereto.

3. Section 1.1.16.4 of **Exhibit D** (General Construction Provisions) to the Facilities Lease related to the definition of **Contract Documents** is amended and replaced with the following:

   1.1.16.4 Facilities Lease, including Exhibits A-G

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4. Section 17.5 of **Exhibit D** (General Construction Provisions) to the Facilities Lease is amended and replaced with the following:

17.5 Format for Proposed Change Order

The following format shall be used as applicable by the District and Developer (e.g. Change Orders, PCOs) to communicate proposed additions and/or deductions to the Contract, supported by attached documentation. Any spaces left blank will be deemed no change to cost or time.

	WORK PERFORMED OTHER THAN BY DEVELOPER	**ADD**	**DEDUCT**
(a)	**Material** (attach suppliers' invoice or itemized quantity and unit cost plus sales tax)		
(b)	**Add Labor** (attach itemized hours and rates, fully Burdened, and specify the hourly rate for each additional labor burden, for example, payroll taxes, fringe benefits, etc.)		
(c)	**Add Equipment** (attach suppliers' invoice)		
(d)	**Subtotal**		
(e)	**Add Overhead and Profit for any and all tiers of Subcontractors**, the total not to exceed ten percent (10%) of Item (d)		
(f)	**Subtotal**		
(g)	**Add General Conditions Cost** (if Time is Compensable) (attach supporting documentation)		
(h)	**Subtotal**		
(i)	**Add Overhead and Profit for Developer**, not to exceed four and one-half percent (4.5%) of Item (h)		
(j)	**Subtotal**		
(k)	**Add Bond and Insurance**, not to exceed two percent (2.0%) of Item (j)		
(l)	**TOTAL**		
(m)	**Time** (zero unless indicated; "TBD" not permitted)	**_____ Calendar Days**	

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	WORK PERFORMED BY DEVELOPER	**ADD**	**DEDUCT**
(a)	**Material** (attach itemized quantity and unit cost plus sales tax)		
(b)	**Add Labor** (attach itemized hours and rates, fully Burdened, and specify the hourly rate for each additional labor burden, for example, payroll taxes, fringe benefits, etc.)		
(c)	**Add Equipment** (attach suppliers' invoice)		
(d)	**Add General Conditions Cost** (if Time is Compensable) (attach supporting documentation)		
(e)	**Subtotal**		
(f)	**Add Overhead and Profit for Developer**, not to exceed four and one-half percent (4.5%) of Item (e)		
(g)	**Subtotal**		
(h)	**Add Bond and Insurance**, not to exceed two percent (2.0%) of Item (g)		
(i)	**TOTAL**		
(j)	**Time** (zero unless indicated; "TBD" not permitted)	**_____ Calendar Days**	

Section II. All Other Provisions Reaffirmed.

All other provisions of the Facilities Lease shall remain in full force and effect and are hereby reaffirmed. If there is any conflict between this Amendment No. 1 and any provision of the Facilities Lease or any prior amendment thereto, the provisions of this Amendment No. 1 shall control.

IN WITNESS WHEREOF, the Parties have caused this Amendment No. 1 to the Facilities Lease to be executed by their respective officers who are duly authorized, as of the Effective Date.

ACCEPTED AND AGREED on the date indicated below:

Dated: August _____, 2023

CABRILLO UNIFIED SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

Dated: 7/27/2023 | 5:30 PM CDT, 2023

CORE WEST, INC.

DocuSigned by:

By: _____

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Name: Seth Maurer

Title: President

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EXHIBIT C

GUARANTEED MAXIMUM PRICE AND OTHER PROJECT COST, FUNDING, AND PAYMENT PROVISIONS

See attached.

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EXHIBIT C

GUARANTEED MAXIMUM PRICE AND OTHER PROJECT COST, FUNDING, AND PAYMENT PROVISIONS

1. Site Lease Payments

As indicated in the Site Lease, Developer shall pay One Dollar ($1.00) to the District as consideration for the Site Lease.

2. Guaranteed Maximum Price

Pursuant to the Facilities Lease, Developer will cause the Project to be constructed for an amount to be determined after preconstruction services are completed ("Guaranteed Maximum Price"). As this Project shall include multiple phases, each phase shall have its own GMP. GMP #1 for the first phase of work is $3,098,290. The total Guaranteed Maximum Price shall consist of all phase GMPs and the preconstruction fees and costs. Pursuant to Amendment No. 1 to the Facilities Lease, the total Guaranteed Maximum Price is THREE MILLION, ONE HUNDRED THIRTEEN THOUSAND, TWO HUNDRED NINETY DOLLARS ($3,113,290 = $3,098,290 + $15,000). The Guaranteed Maximum Price shall include the preconstruction fees and costs.

2.1 Cost of the Work

The term Cost of the Work shall mean the costs necessarily incurred in the proper performance of the Work contemplated by the Contract Documents. Such costs shall be at rates no higher than the standard paid at the place of the Project except with the prior consent of the District. The Cost of the Work shall include only the items set forth in this Section 2 and approved by the District.

2.1.1 General Conditions

The General Conditions as set forth in **Attachment 1** hereto shall be included in a progress billing as incurred. Said rates shall include all costs for labor, equipment and materials for the items identified therein which are necessary for the proper management of the Project, and shall include all costs paid or incurred by Developer for insurance, permits, taxes, and all contributions, assessments and benefits, holidays, vacations, retirement benefits, incentives to the extent contemplated in **Attachment 1**, whether required by law or collective bargaining agreements or otherwise paid or provided by Developer to its employees. The District reserves the right to request changes to the personnel, equipment, or facilities provided as General Conditions as may be necessary or appropriate for the proper management of the Project, in which case, the District shall be entitled to a reduction in the cost of General Conditions based on the rates set forth in **Attachment 1**.

2.1.2 Subcontract Costs

Payments made by the Developer to Subcontractors (inclusive of the Subcontractor's bonding, if required, and insurance costs, which shall be included in the subcontract amount), which payments shall be made in accordance with the requirements of the Contract Documents.

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2.1.3 Developer-Performed Work

Costs incurred by Developer for self-performed work at the direction of District or with the District's prior approval, as follows:

2.1.3.1 Actual costs to Developer of wages of construction workers, excluding all salaried and/or administrative personnel, directly employed by Developer to perform the construction of the Work at the site.

2.1.3.2 Wages or salaries and customary benefits, such as sick leave, medical and health benefits, holidays, vacations, incentive programs, and pension plans of Developer's field supervisory, safety and administrative personnel when stationed at the site or stationed at Developer's principal office, only for that portion of their time required for the Work.

2.1.3.3 Wages and salaries and customary benefits, such as sick leave, medical and health benefits, holidays, vacations, incentive programs and pension plans of Developer's supervisory or administrative personnel engaged at factories, workshops or on the road, in expediting the production or transportation of materials or equipment required for the Work, but only for that portion of their time required for the Work.

2.1.3.4 Costs paid or incurred by Developer for taxes, insurance, contributions, assessments required by law or collective bargaining agreements and for personnel not covered by such agreements, and for customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work under Subparagraphs 2.1.3.1 through 2.1.3.3.

2.1.3.5 Costs, including transportation and storage, of materials and equipment incorporated in the completed construction, including costs of materials in excess of those actually installed to allow for reasonable waste and spoilage. Unused excess materials, if any, shall become the District's property at the completion of the Work or, at the District's option, shall be sold by Developer. Any amounts realized from such sales shall be credited to the District as a deduction from the Cost of the Work.

2.1.3.6 Costs, including transportation and storage, installation, maintenance, dismantling and removal of materials, supplies, machinery and equipment not customarily owned by construction workers, that are provided by Developer at the site and fully consumed in the performance of the Work; and cost (less salvage value) of such items if not fully consumed, whether sold to others or retained by Developer. Cost for items previously used by Developer shall mean fair market value.

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2.1.3.7 Rental charges for temporary facilities, machinery, equipment, vehicles and vehicle expenses, and hand tools not customarily owned by construction workers that are provided by Developer at the site, whether rented from Developer or others, and the costs of transportation, installation, minor repairs and replacements, dismantling and removal thereof and costs of Developer's Project field office, overhead and general expenses including office supplies, parking, office equipment, and software. Rates and quantities of equipment rented shall be subject to the District's prior approval.

2.1.3.8 Costs of removal of debris from the site, daily clean-up costs and dumpster charges not otherwise included in the cost of the subcontracts which exceeds the clean-up provided under the General Conditions.

2.1.3.9 Costs of that portion of the reasonable travel, parking and subsistence expenses of Developer's personnel incurred while traveling and discharging duties connected with the Work.

2.1.3.10 Costs of materials and equipment suitably stored off the site at a mutually acceptable location, if approved in advance by the District.

2.1.4 Allowances

Because it is impossible at the time of execution of the Facilities Lease to determine the exact cost of performing certain tasks, the Cost of the Work shall include the following Allowances for the Tasks/Work as noted here:

Task/Work	Allowance Amount
Safe-Off Electrical Systems	$100,000
Temporary Relocation of Low Voltage System	$150,000
Total Allowance Amount	$250,000

The Allowance Value for an Allowance Item includes the direct cost of labor, materials, equipment, transportation, taxes and insurance associated with the applicable Allowance Item. All other costs, including design fees, Developer's overall project management and general conditions costs, overhead and fee, are deemed to be included in the original Guaranteed Maximum Price, and are not subject to adjustment regardless of the actual amount of the Allowance Item.

The District shall have sole discretion to authorize all expenditures from the Allowances. The District shall process expenditures from the Allowances in the form of an Allowance Expenditure Directive ("AED"). The Allowances are included in the Guaranteed Maximum Price. Any unused Allowance or unused portion thereof shall be deducted from the Cost of the Work pursuant to **Exhibit D** to this Facilities Lease to the benefit of the District.

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2.1.5 Miscellaneous Costs

2.1.5.1 Where not included in the General Conditions, and with the prior approval of District, costs of document reproductions (photocopying and blueprinting expenses), long distance telephone call charges, postage, overnight and parcel delivery charges, telephone costs including cellular telephone charges, facsimile or other communication service at the Project site, job photos and progress schedules, and reasonable petty cash expenses of the site office. Developer shall consult with District to determine whether District has any vendor relationships that could reduce the cost of these items and use such vendors whenever possible.

2.1.5.2 Sales, use, gross receipts, local business and similar taxes imposed by a governmental authority that are related to the Work.

2.1.5.3 Fees and assessments for permits, plan checks, licenses and inspections for which Developer is required by the Contract Documents to pay including, but not limited to, permanent utility connection charges, street use permit, street use rental, OSHA permit and sidewalk use permit and fees.

2.1.5.4 Fees of laboratories for tests required by the Contract Documents.

2.1.5.5 Deposits lost for causes other than Developer's or its subcontractors' negligence or failure to fulfill a specific responsibility to the District as set forth in the Contract Documents.

2.1.5.6 Expenses incurred in accordance with Developer's standard personnel policy for relocation and temporary living allowances of personnel required for the Work if approved in advance by District.

2.1.5.7 Where requested by District, costs or expenses incurred by Developer in performing design services for the design-build systems.

2.1.5.8 Other costs incurred in the performance of the Work if, and to the extent, approved in advance by District.

2.1.5.9 Costs due to emergencies incurred in taking action to prevent threatened damage, injury or loss in case of an emergency affecting the safety of persons and/or property.

2.1.5.10 Provided all other eligible costs have been deducted from the contingency and as part of the calculation of amounts due Developer for Final Payment, costs of repairing and correcting damaged or non-conforming Work executed by Developer, Subcontractors or suppliers, providing that such damage or non-conforming Work was not caused by negligence or failure to fulfill a specific responsibility of Developer and only to the extent that the cost of repair or correction is not recovered by Developer from insurance, sureties, Subcontractors or suppliers.

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2.1.6 Excluded Costs

The following items are considered general overhead items and shall not be billed to the District:

2.1.6.1 Salaries and other compensation of Developer's personnel stationed at Developer's principal office or offices other than the Project Field Office, except as specifically provided in Subparagraphs 2.1.3.2. and 2.1.3.4.

2.1.6.2 Expenses of Developer's principal office and offices other than the Project Field Office.

2.1.6.3 Overhead and general expenses, except as may be expressly included in this Section 2.

2.1.6.4 Developer's capital expenses, including interest on Developer's capital employed for the Work.

2.1.6.5 Costs that would cause the Guaranteed Maximum Price (as adjusted by Change Order) to be exceeded.

2.1.7 Developer's Fee

Four and one-half percent (4.5%) of the Cost of the Work as described in Sections 2.1.1, 2.1.2, 2.1.3, 2.1.4 and 2.1.5.

2.1.8 Bonds and Insurance

For insurance and bonds required under this Facilities Lease (exclusive of those required by Subcontractors, which costs are included in the subcontract amounts), that portion of insurance and bond premiums which are directly attributable to this Contract, which shall be calculated at a rate of one percent (1%) of the Cost of the Work for insurance, excluding Builder's Risk, and one percent (1%) of the Cost of the Work for payment and performance bonds.

2.1.9 Contingency

2.1.9.1 The Guaranteed Maximum Price includes a Contractor Contingency of three percent (3%) of the Cost of the Work as described in Section 2.1.1, 2.1.2, and 2.1.3 for potential additional construction costs that have not been completely identified as trade specific scope in the GMP setting documents including, but are not limited to scope gap, coordination issues between trades, potential overtime, missed general requirements, and missed scope during the bidding process.

2.1.9.1.1 The Contingency is not intended for such things as design revisions or additional scope.

2.1.9.1.2 The Contingency shall not be used without the agreement of the District.

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2.1.9.1.3 The unused portion of the Contingency shall be considered as cost savings and retained by the District at the end of the Project.

2.1.9.2 The Guaranteed Maximum Price includes a District Contingency of five percent (5%) of the Cost of the Work as described in Section 2.1.1, 2.1.2, and 2.1.3 for potential additional construction costs to cover unforeseen conditions, design revisions and/or additional scope requests by the District.

2.1.9.2.1 The Contingency shall not be used without the agreement of the District.

2.1.9.2.2 The unused portion of the Contingency shall be considered as cost savings and retained by the District at the end of the Project

2.2 The Guaranteed Maximum Price will consist of the amounts to be identified in **Attachment 2** to this **Exhibit C**. Except as indicated herein for modifications to the Project approved by the District, Developer will not seek additional compensation from District in excess of Guaranteed Maximum Price. District shall pay the Guaranteed Maximum Price to Developer in the form of Tenant Improvement Payments and Lease Payments as indicated herein.

2.3 Total Payment

In no event shall the cumulative total of the Tenant Improvement Payments and the Loan Amount for the Lease Payments ever exceed the Guaranteed Maximum Price to be defined, as may be modified pursuant to **Exhibit D** to the Facilities Lease.

2.4 Changes to Guaranteed Maximum Price

2.4.1 The Parties acknowledge that the Guaranteed Maximum Price is based on the Construction Documents, including the plans and specifications, as identified in **Exhibit D** to the Facilities Lease.

2.4.2 As indicated in the Facilities Lease, the Parties may add to or remove from the project specific scopes of work. Based on these change(s), the Parties may agree to a reduction or increase in the Guaranteed Maximum Price. If a cost impact of a change is agreed to by the Parties, it shall be paid upon the payment request from Developer for the work that is the subject of the change in accordance with the provisions of **Exhibit D**. The amount of any change to the Guaranteed Maximum Price shall be calculated in accordance with the provisions of **Exhibit D** to this Facilities Lease.

2.4.3 The Parties agree to reduce the Guaranteed Maximum Price for the unused portion of Allowances and/or Contingency, if any.

2.4.4 Cost Savings

Developer shall work cooperatively with Architect, Construction Manager, subcontractors and District, in good faith, to identify appropriate opportunities to reduce the Project costs and promote cost savings. Any identified cost

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savings from the Guaranteed Maximum Price shall be identified by Developer, and approved in writing by the District. In the event Developer realizes a savings on any aspect of the Project, such savings shall be added to the Contingency and expended consistent with the Contingency. In addition, any portion of Allowance remaining after completion of the Project shall be added to the Contingency. If any cost savings require revisions to the Construction Documents, Developer shall work with the District and Architect with respect to revising the Construction Documents and, if necessary, obtaining the approval of DSA with respect to those revisions. Developer shall be entitled to an adjustment of Contract Time for delay in completion caused by any cost savings adopted by District pursuant to **Exhibit D**, if requested in writing before the approval of the cost savings.

2.4.5 If the District exercises its Purchase Option pursuant to this **Exhibit C**, any reduction in the Guaranteed Maximum Price resulting from that exercise of the Purchase Option, if any, shall be retained in full by the District and shall not be shared with Developer.

3. Tenant Improvement Payments

Prior to the District's taking delivery or occupancy of the Project, the District shall pay to Developer an amount equal to the Guaranteed Maximum Price as modified pursuant to the terms of the Facilities Lease, including **Exhibit C** and **Exhibit D**, less the Loan Amount for the Lease Payments ("Tenant Improvement Payments"). The District shall withhold an amount equal to one-third (1/3) of the Loan Amount as indicated in **Attachment 3** to **Exhibit C** from the last three (3) payments to Developer for its Work on the Project. Otherwise, the Tenant Improvement Payments will be processed based on the amount of Work performed according to Developer's Schedule of Values (**Exhibit G** to the Facilities Lease) and pursuant to the provisions in **Exhibit D** to the Facilities Lease, including withholding for or escrow of retention of five percent (5%) of the Guaranteed Maximum Price. The withholding for the Loan Amount shall be separate from and in addition to withholding for or escrow of retention.

4. Lease Payments

Upon execution of the Memorandum of Commencement Date, the form of which is attached to the Facilities Lease as **Exhibit E**, the District shall commence making lease payments to Developer in accordance with the Schedule attached hereto as **Attachment 3**.

4.1 The Lease Payments shall be consideration for the District's rental, use, and occupancy of the Project and the Project Site and shall be made in monthly installments as indicated in the Schedule of Lease Payments attached hereto as **Attachment 3** for the duration of the lease term of one (1) year, with the first Lease Payment due ninety (90) days after execution of the Memorandum of Commencement Date.

4.2 The District represents that the annual Lease Payment obligation does not surpass the District's annual budget and will not require the District to increase or impose additional taxes or obligations on the public that did not exist prior to the execution of the Facilities Lease.

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4.3 Fair Rental Value

District and Developer have agreed and determined that the total Lease Payments constitute adequate consideration for the Facilities Lease and are reasonably equivalent to the fair rental value of the Project. In making such determination, consideration has been given to the obligations of the Parties under the Facilities Lease and Site Lease, the uses and purposes which may be served by the Project and the benefits therefrom which will accrue to the District and the general public.

4.4 Each Lease Payment Constitutes a Current Expense of the District

4.4.1 The District and Developer understand and intend that the obligation of the District to pay Lease Payments and other payments hereunder constitutes a current expense of the District and shall not in any way be construed to be a debt of the District in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by the District, nor shall anything contained herein constitute a pledge of the general tax revenues, funds or moneys of the District.

4.4.2 Lease Payments due hereunder shall be payable only from current funds which are budgeted and appropriated or otherwise made legally available for this purpose. This Facilities Lease shall not create an immediate indebtedness for any aggregate payments that may become due hereunder.

4.4.3 The District covenants to take all necessary actions to include the Lease Payments in each of its final approved annual budgets.

4.4.4 The District further covenants to make all necessary appropriations (including any supplemental appropriations) from any source of legally available funds of the District for the actual amount of Lease Payments that come due and payable during the period covered by each such budget. Developer acknowledges that the District has not pledged the full faith and credit of the District, State of California or any state agency or state department to the payment of Lease Payments or any other payments due hereunder. The covenants on the part of District contained in this Facilities Lease constitute duties imposed by law and it shall be the duty of each and every public official of the District to take such action and do such things as are required by law in the performance of the official duty of such officials to enable the District to carry out and perform the covenants and agreements in this Facilities Lease agreed to be carried out and performed by the District.

4.4.5 Developer cannot, under any circumstances, accelerate the District's payments under the Facilities Lease.

5. District's Purchase Option

5.1 If the District is not then in uncured Default hereunder, the District shall have the option to purchase not less than all of the Project in its "as-is, where-is" condition and terminate this Facilities Lease and Site Lease by paying the balance of the "Loan Amount" identified in **Attachment 3**, which is exclusive of interest that would have otherwise been owed, as of the date the option is exercised ("Option Price"). Said

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payment shall be made on or before the date on which the District's lease payment would otherwise be due for that month ("Option Date").

5.2 District shall provide to Developer a written notice no less than ten (10) days prior to the Option Date. The notice will include that District is exercising its option to purchase the Project as set forth above on the Option Date. If the District exercises this option, the District shall pay directly to Developer the Option Price on or prior to the Option Date and Developer shall at that time deliver to District an executed Termination Agreement and Quitclaim Deed in recordable form to terminate this Facilities Lease and the Site Lease. District may record all such documents at District's cost and expense.

5.3 Under no circumstances can the first Option Date be on or before ninety (90) days after Developer completes the Project and the District accepts the Project.

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ATTACHMENT 1

GENERAL CONDITIONS COSTS

Two Hundred Twenty Thousand Dollars ($220,000.00) for full time Superintendent and Project Manager for Phase 1.

HOURLY RATES
The following agreed to hourly rates will be used as defined in the Facilities Lease Agreement. The Actual Costs for each of the agreed to rates includes all normal and customary payroll paid by the Contractor plus all fringe benefits, taxes and insurances.

	Standard Rate	Overtime Rate
Project Management:		
Project Executive	220	-
Sr. Project Manager	150	-
Project Manager	125	-
Asst. Project Manager	110	-
MPE/BIM Manager	130	-
Project Accountant	92	-
Contract Administrator	92	-
Construction Coordinator	92	-
Certified Payroll	92	-
Intern	40	60
Field Operations:		
General Superintendent	165	-
Sr. Superintendent	142	-
Superintendent	130	-
Asst. Superintendent	110	-
Carpenters	108	126
Water Truck Driver	110	165
Laborers	82	123

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ATTACHMENT 2

GUARANTEED MAXIMUM PRICE

See attached.

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Farallone View
Elementary School Modernization
Cabrillo Unified School District

Guaranteed Maximum Price #1 (GMP #1)
July 24, 2023

Prepared By CORE Construction

#	Description		Base Price
	GENERAL		**$306,412**
GEN1	Temporary Construction Requirements		$256,012
GEN3	Waste Management & Cleaning Requirements		$50,400
	DEMOLITION / OFF-SITE INFRASTRUCTURE		**$642,104**
3	Hazardous Material Remediation & Selective Demolition		$642,104
	SITE WORK (ROUGH)		**$1,269,983**
7	Survey & Staking		$60,363
8	Earthwork, Utilities & Paving		$1,187,082
12	QSP Services		$22,538
	Subtotal		**$2,218,499**

	CONTINGENCIES & ALLOWANCES		SUB TOTAL
3.0%	LLB Contractor Construction Contingency		$79,776
5.0%	Owner Contingency		$110,925
LS	Allowance: Safe-Off Electrical Systems		$100,000
LS	Allowance: Temporary Relocation of Low Voltage Systems		$150,000
	Subtotal		**$2,659,200**

RATE	GENERAL CONDITIONS		SUB TOTAL
LS	General Conditions - GMP #1		$220,000
	Subtotal		**$2,879,200**

RATE	INSURANCE, BONDS, AND BUILDERS RISK		SUB TOTAL
2.00%	Bonds & Insurance		$53,184
LS	Builders Risk Insurance		$36,342
	Subtotal		**$2,968,726**

RATE	CONTRACTOR'S FEE		SUB TOTAL
4.50%	LLB Contractor Fee		$129,564

	GMP #1 Total
Guaranteed Maximum Price #1 Total	**$3,098,290**

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ATTACHMENT 3

SCHEDULE OF LEASE PAYMENTS

Amortization Schedule

Loan Amount:	$ 545,000
Interest:	8.00% Annual
Term in Months	12.00
Payment Frequency	Monthly

Payment	Monthly Payment	Principal Payment	Interest Payment	Balance
1	$47,408.69	$43,775	$3,633	$501,225
2	$47,408.69	$44,067	$3,341	$457,157
3	$47,408.69	$44,361	$3,048	$412,796
4	$47,408.69	$44,657	$2,752	$368,140
5	$47,408.69	$44,954	$2,454	$323,185
6	$47,408.69	$45,254	$2,155	$277,931
7	$47,408.69	$45,556	$1,853	$232,275
8	$47,408.69	$45,860	$1,549	$186,516
9	$47,408.69	$46,165	$1,243	$140,351
10	$47,408.69	$46,473	$936	$93,878
11	$47,408.69	$46,783	$626	$47,095
12	$47,408.69	$47,095	$314	$0
Totals	**$568,904.28**	**$545,000**	**$23,904.28**	$0



CABRILLO UNIFIED SCHOOL DISTRICT

FARALLONE VIEW ELEMENTARY SCHOOL MODERNIZATION PROJECT

GUARANTEED MAXIMUM PRICE #2 R#1

CORE | 7/26/23

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1. Guaranteed Maximum Price (GMP)
2. Basis of GMP
3. Preliminary Construction Schedule
4. Enumeration of Documents (EOD)



TAB 1

GUARANTEED MAXIMUM PRICE (GMP)



DID YOU KNOW? *Farallon* in Spanish means “pillar” or “sea cliff”.

Farallone View
Elementary School Modernization
Cabrillo Unified School District

Guaranteed Maximum Price (GMP) #2
July 26, 2023

Prepared By CORE Construction

#	Description		Base Price	ALTERNATES (NOT INCLUDED IN BASE BID) ALT #1 Valley Gutter
	GENERAL		**$1,020,198**	**$0**
GEN1	Temporary Construction Requirements		**$665,398**	$0
GEN2	Admin Relocation Allowance		**$100,000**	$0
GEN3	Waste Management & Cleaning Requirements		**$254,800**	$0
	DEMOLITION / OFF-SITE INFRASTRUCTURE		**$47,210**	**$0**
3	Temporary Shoring		**$47,210**	$0
	SITE WORK (FINISH)		**$640,103**	**$0**
16	Landscaping & Irrigation		**$346,236**	$0
23	Fencing & Gates		**$172,405**	$0
25	Masonry		**$121,462**	$0
	STRUCTURE		**$4,028,475**	**$41,604**
30	Concrete		**$2,057,808**	$41,604
33	Structural Steel & Metal Deck		**$766,416**	$0
36	Rough Carpentry		**$1,204,251**	$0
	ENCLOSURE		**$2,664,094**	**$0**
44	Building Insulation		**$80,239**	$0
45	Metal Roofing & Metal Panels		**$399,429**	$0
46	Membrane Roofing		**$435,520**	$0
48	Cement Plaster		**$212,797**	$0
50	Fiber Cement Siding		**$1,085,018**	$0
52	Glass & Glazing		**$413,426**	$0
54	Special Doors		**$37,665**	$0
	INTERIOR FINISHES		**$2,234,400**	**$0**
56	Doors, Frames, & Hardware		**$367,338**	$0
59	Casework & Finished Carpentry		**$476,223**	$0
60	Drywall		**$556,365**	$0
61	Paint		**$140,794**	$0
62	Acoustical Treatments		**$227,865**	$0
64	Tile		**$155,794**	$0
65	Carpet & Resilient Flooring		**$261,708**	$0
66	Fluid-Applied Flooring		**$26,313**	$0
70	Final Clean Service		**$22,000**	$0
	SPECIALTIES		**$407,480**	**$0**
71	Visual Display Boards		**$106,505**	$0
72	Building Signage		**$45,462**	$0
74	Building Specialties		**$67,714**	$0
78	Flagpoles		**$4,500**	$0
82	Window Blinds & Shades		**$183,299**	$0
	EQUIPMENT		**$523,978**	**$0**
85	Food Service Equipment		**$391,078**	$0
88	Theater & Stage Equipment		**$122,228**	$0
91	Waste / Recycling Equipment		**$10,672**	$0
	MEP SYSTEMS		**$6,101,947**	**$0**
97	Fire Suppression System		**$608,607**	$0
98	Plumbing Systems		**$882,736**	$0
100	HVAC & Building Controls		**$1,856,827**	$0
102	Test & Balance		**$15,706**	$0
103	Electrical & Low Voltage Systems		**$2,738,071**	$0
	UNIQUE FEATURES OF WORK		**$0**	**$0**
	Subtotal		**$17,667,885**	**$41,604**

	CONTINGENCIES & ALLOWANCES		SUB TOTAL	
3.0%	Contractor Construction Contingency		$480,558	$1,325
3.0%	Allowance: DSA Comments		$480,558	$1,248
LS	Allowance: Sealife Floor Tile Mosaic		$30,000	$0
LS	Target Value Engineering Allowance		-$1,649,292	$0
	Subtotal		**$17,009,709**	**$44,177**

RATE	GENERAL CONDITIONS		SUB TOTAL	SUB TOTAL
LS	General Conditions		$1,155,000	**$0**
LS	Warranty		$79,602	**$0**
	Subtotal		**$18,244,311**	**$44,177**

RATE	INSURANCE, BONDS, AND BUILDERS RISK		SUB TOTAL	SUB TOTAL
2.00%	Bonds & Insurance		$340,195	**$884**
LS	Builders Risk Insurance		$351,833	**$751**
	Subtotal		**$18,936,339**	**$45,812**

RATE	CONTRACTOR'S FEE		SUB TOTAL	SUB TOTAL
4.50%	LLB Contractor Fee		$820,994	**$2,062**
	GMP #2 Total		**$19,757,333**	**$47,874**

	OWNER REQUIREMENTS		SUB TOTAL	
5.0%	Owner Contingency		$800,930	$2,394
				ALT #1 Valley Gutter
	GMP #2 Total w/ Owner Requirements		**$20,558,263**	**$50,268**

TAB 2

BASIS OF GMP



BASIS OF GMP

Farallone View Elementary School Modernization

July 26, 2023

The Basis of GMP is a written explanation clarifying the scope, assumptions and exclusions used in establishing the Guaranteed Maximum Price (GMP) #2 for the Cabrillo Unified School District Farallone View Elementary School Modernization in Montara, California dated July 19, 2023. The GMP is presented in a ten group, systems format best utilized for analyzing and comparing project costs during design and preconstruction. This GMP is based on CORE's incorporation of the scope shown on the documents listed in the Enumeration of Documents (EOD) and the scope clarifications below.

Assumptions, Clarifications, & Exclusions

SCHEDULE

This GMP is based upon performance of the work per the enclosed schedule, which is an integral part of this GMP Package. Previously approved GMP #1 included the Hazardous Material Remediation & Selective Demolition and Earthwork, Paving & Utilities scopes and 4 months of General Conditions and General Requirements. This GMP (GMP #2) includes all remaining work to be completed for this project and a revised construction milestone schedule.

Key Milestone Dates

- Anticipated Notice to Proceed – GMP #2: August 11, 2023
- Division of the State Architects (DSA) Approval – August 31, 2023
- Project Substantial Completion – July 25, 2025

Schedule Clarifications:

- Building permits, including Health Department, City, County and DSA approval, are to be procured by the Client and in hand prior to CORE Construction mobilizing on site. CORE shall be granted an extension of time for delays resulting from not having an approved DSA permit in place on the anticipated start date.
- It is assumed that occupancy can be phased as areas are completed. Substantial completion is upon completion of the entire project.
- It is assumed that warranty periods are phased as areas are completed.
- Our Schedule assumes that Buildings A, B, C, & D are vacated for the summer of 2024.
- A weather allowance of 22 working days is incorporated in the contract schedule. CORE shall be granted an extension of time for any number of weather days exceeding this allowance.
- Microsoft Project Professional for Office 365 will be used as the schedule management program.
- We anticipate normal working hours 7:00 AM to 4:00 PM, Monday through Friday, with some Saturday work as required to meet the schedule.
- All concrete pours are assumed to be early morning pours. If the authorities having jurisdiction do not allow early morning pours, the concrete pour sequence would be extended which would affect the critical path of the schedule.
- Architectural and design subconsultant review times of submittals shall be 5-10 days on long lead material and equipment to facilitate the schedule.

Cost Clarifications

This GMP is based on 2023 Prevailing Wage Rates and includes California sales tax. The value provided in the GMP includes all direct and indirect construction costs but does not include typical project "soft costs". These costs include, but are not limited to design professional fees, permits and plan review fees, utility connection fees, land acquisition costs, "loose" furniture, fixtures, and equipment (FF&E), special inspections, commissioning agent services, etc.

MATERIALS ECONOMIC IMPACTS

The parties acknowledge that some of the materials and products to be used and installed in the construction of this project may become unavailable, delayed in shipment and/or subject to price increases due to circumstances beyond the control of the Contractor, including the COVID-19 pandemic. If a specified product is unavailable or shipment is delayed, Contractor shall provide written notice and shall be afforded additional time and substitute products may be considered. If there is an increase in price of materials, equipment, or products between the date of this contract and the time when the job is ready for the installation of the affected material, the amount of this contract shall be increased to reflect the additional cost to obtain the materials, provided that the Contractor gives the Owner written notice and documentation of the increased costs.

ALLOWANCES

- **Allowance: DSA Comments –** This GMP proposal includes an allowance to cover changes that arise due to the DSA Approved Set of drawings. If the actual cost of the changes are greater than the allowance amount, the school district will be responsible for the remaining costs. If the actual costs are less than the allowance amount, the unused funds will be returned to the school district per the terms of the contract.
- **Allowance: Sealife Floor Tile Mosaic –** This GMP proposal includes an allowance to cover the installation of the Sealife Floor Tile Mosaic that is called out on sheet A1.2 as additional information is required. Actual cost that are greater or less is subject to the same terms as the above allowance.
- **Target Value Engineering Allowance –** This Guaranteed Maximum Price proposal includes a target deductive value engineering allowance based on the attached list of items within this GMP that has been discussed as probable value engineering cost reductions. This list of VE items still needs to be reconciled in the design, may need approval by DSA and final cost reductions will need to be finalized. The District, Studio W, and CORE Construction shall collectively work together to finalize and implement this list and identify any additional scope of work savings in the form of alternate material/equipment manufacturers, reduced scope of work or other implemented design changes. If, at the end of the project, there are any unrealized savings, the cost to fund the unrealized balance of this allowance shall be paid for by the District. Any additional savings above the target VE allowance will be shifted to Owners Contingency. A breakdown of the preliminary approved value engineering items are located at the end of the Basis of Estimate document.

CONTINGENCIES

- **Lease-Lease Back Contractor Construction Contingency –** LLB Construction Contingency is included in this proposal and is intended to be used at CORE's discretion to cover costs that have not been completely identified as trade specific scope on the GMP setting documents and may require further clarification or coordination. These costs include, but are not limited to, scope gap, coordination issues between trades, potential overtime, missed general requirements, and missed scope during the bidding

process. The LLB Construction Contingency is not intended to account for design revisions or additional scope requests by the design / owner during construction.

- **Owner Project Contingency –** CORE Construction is carrying a 5% Owner Contingency within the Guaranteed Maximum Price for this project. This contingency is intended to be used at the owner's discretion to cover unforeseen conditions, design revisions, errors/omissions and/or additional scope requests made by the owner and/or design team.

HOURLY RATES

The following agreed to hourly rates will be used as defined in the Owner-LLB Facilities Lease Agreement. The Actual Costs for each of the agreed to rates includes all normal and customary payroll paid by the Contractor plus all fringe benefits, taxes and insurances.

	Standard Rate	Overtime Rate
Project Management:		
Project Executive	220	-
Sr. Project Manager	150	-
Project Manager	125	-
Asst. Project Manager	110	-
MPE/BIM Manager	130	-
Project Accountant	92	-
Contract Administrator	92	-
Construction Coordinator	92	-
Certified Payroll	92	-
Intern	40	60
Field Operations:		
General Superintendent	165	-
Sr. Superintendent	142	-
Superintendent	130	-
Asst. Superintendent	110	-

Assumptions & Exclusions

GENERAL ASSUMPTIONS

- This GMP is considered lump sum, not line itemed. Scope values are provided for transparency and as a contract schedule of values. Any line-item cost variances will be carried across the duration of the entire project and the net savings (if any) will be split with the Owner per the terms of the contract at final completion. Costs for any individual line items are not guaranteed within this GMP, but rather the bottom-line cost of the GMP. Any cost savings from any individual line items will be offset against possible overruns of any other line items throughout the duration of the project.
- CORE Construction assumes that the soils / geotechnical report prepared by Earth Systems Pacific is accurate and true. Any adverse soil conditions including but not limited to contaminated soils, different shrink/swell factors, etc. shall be cause for a time extension and adjustment of the GMP.
- CORE will coordinate the work with the Owner's contractors and agencies, for example PG&E, AT&T, Spectrum, City of Montara Water and Sewer, etc., with their respective scopes as it pertains to this project.

The Owner will provide direction related to any conflict. The project schedule has been developed assuming these contractors/agencies will be able to meet all required scheduled installation and/or utility turn-on dates and these dates will be communicated through the Owner. Any costs due to changes made by the permitting agencies after submission of the estimate are subject to change.

- CORE does not warrant or guarantee that the Contract Documents comply with Authorities Having Jurisdiction (AHJ), or local regulations or requirements. This is the responsibility of the Architect and Engineers, and we assume all requirements have been incorporated into the Contract Documents.
- Normal shrinkage cracking of all cementitious material, such as slabs, concrete walls, fully grouted CMU walls, etc. is expected and shall not be cause for removal or replacement of structurally sound slabs.
- CORE considers soil conditions that are unsuitable for heavy equipment operation to be adverse weather days. Mud, fog, wind, ice, standing water, saturated wood framing, flooded areas, and/or other residual weather conditions may also result in weather days.

SPECIFIC EXCLUSIONS

- Typical Project "Soft Costs" unless otherwise specified. These include, but are not limited to: design professional costs, permits and fees, utility connection charges, land acquisition, legal fees, equipment and furnishings, etc.
- "Loose" furniture, fixtures, and equipment (FF&E).
- Power company / communication companies (telephone / internet) / gas company costs other than trenching, backfill, conduits and coordination.
- Servers, equipment, etc.
- Testing and inspection services of special inspectors.
- Services of a commissioning agent.
- Salvaging and relocation of any existing equipment or furnishings, unless otherwise specified.
- Hard digging / caliche.

Scope-Specific Clarifications

CORE Construction's GMP is based upon plans and specifications as itemized in attached Enumeration of Documents, with the following Scope-Specific Assumptions and Clarifications.

SITE WORK (ROUGH)

008 – EARTHWORK, UTILITIES, AND PAVING

- Storm drain is not included in the design on the west side of Building B. It is assumed that the storm water from those downspouts will surface drain.
- Excludes underground asbestos/hazardous pipe removal.
- Excludes lime treatment.
- Excludes any activities associated with unidentified subsurface conditions.
- Site demolition is based on a 3" existing asphalt section and a 5" existing concrete section.

016 – LANDSCAPING & IRRIGATION

- The Landscaping and irrigation system will be completed in phases. It is assumed that the associated warranties and maintenance periods will be phased accordingly.
- Backflow detail C on L2 is included as a 1" backflow, from a POC on site.
- Assumes outdoor bench is a free-moving, 6' wooden bench.
- Includes Belgard Aqualine Pavers.

030 – CONCRETE

- Includes 9' deep pier footing for the flagpole.
- ALT #1 includes 160' of valley gutter.

033 – STRUCTURAL STEEL & METAL DECK

- A bolted connection is included for Detail 2 on sheet S4.01. It is not constructible to weld the existing saddle to the new tube steel in Bldg B.
- We assume the sign contractor will through bolt in Detail 21 on sheet A1.2. It is not constructible to weld aluminum studs to C15.
- Note 5.7 on sheet S0.1 –Hot dipped steel is not called out in any details and is therefore not included.
- Includes a code-compliant, ADA-compliant, stainless steel guardrail at the exterior ramp in lieu of the HDI Railing that is called out on the plans.

036 – ROUGH CARPENTRY

- Continuous 2 CMST12 strapping called out on roof framing plan will likely need additional blocking. It is assumed to need 50% additional 3x blocking below.
- Hold Downs called out as A, B, C, & D in existing foundations are assumed to have a 25 ½" embedment. Deeper or thicker existing foundations will cause the threaded rod to become a custom order. This will result in a cost and time increase.

044 – BUILDING INSULATION

- Includes R-21 unfaced fiberglass batts at exterior 6" stud walls per the specifications. Sheet A10.1 calls out R-19 at these locations.

048 – CEMENT PLASTER

- The Fry Soffit Vent molding part # is called out as WPM-75-B-400. That part number does not exist. It is assumed that the correct part number is WPM-75-V-400.
- Includes fluid-applied weather barrier at new cement plaster soffit areas.

050 – FIBER CEMENT SIDING

- Includes Resin Panels RP-3 & RP-4 (3Form Koda XT) at exterior locations in lieu of RP-1 & RP-2 that are called out on the drawings. Reference VE log for scope reduction.

052 – GLASS AND GLAZING

- We assume that the Window Schedule and Window Types on A9.1 are correct. We assume that the Key Notes 08 501 & 08 502 are incorrect. Key Note 08 502 on AB5.1 is assumed to be aluminum windows. Key Note 08 501 on AB5.1 is assumed to be Vinyl windows
- We assume that structural calcs and stamped drawings are not required. If they are requested, a cost of $20,000 will be incurred.

- Includes Milgard Tuscany series vinyl windows in lieu of specified Montecito series as Montecito series has been discontinued.

059 – CASEWORK & FINISHED CARPENTRY

- Includes locks at all cabinet doors and drawers.
- Includes anchorage per architectural details 2/A10.12.1. Specifications and plans conflict regarding anchorage.
- Excludes Woodwork Institute Certified Seismic Installation Program (CSIP) inspection reports and certification.

060 – DRYWALL

- Includes FRP in Room B106 Dry Storage per Finish Schedule. The interior elevations do not show FRP in this room.

062 – ACOUSTICAL TREATMENTS

- Includes washable ceiling tiles in the Kitchen.

065 – CARPET & RESILIENT FLOORING

- Excludes carpet as none was shown on drawings.

074 – BUILDING SPECIALTIES

- Includes Bradley Aerix 2902-2874 hand dryers.

082 – WINDOW BLINDS & SHADES

- Includes Blackout 0250 Chelsea fabric per the plans. The specifications list ThermoVeil 1300 series 5% openness fabric.
- Includes skylight horizontal motor spring roller by Mechoshade in lieu of fabric tension system by Skyco.

097 – FIRE SUPPRESSION SYSTEM

- Includes code compliant fire suppression system. The system as designed is not code compliant because the water demand is much higher than the water supply per sheet FP0.2.
- Exclude fire suppression system at the shade structure.

103 – ELECTRICAL & LOW VOLTAGE SYSTEMS

- EV Charging stations shown on A1.2 are not included in electrical drawings and therefore are not included.
- "E-RATE" Cost Schedule on Detail 2/E5.2 is not applicable to this contract.
- Includes new AT&T primary conduits (2-4" @ 300LF) from pole stubbed outside "North" building.

END OF BASIS OF GMP

Value Engineering Log

Farallone View Elementary School Modernization

#	DESCRIPTION	QTY	UNIT	COST	TOTAL	STATUS	ACCEPTED	POTENTIAL	REJECTED
SITE WORK (FINISH)							($876,704)		($1,168,872)
01	Remove fiberglass planters with greenscreen panels.				($23,190)	ACCEPTED	($23,190)		
02	Reduce 36" & 24" box trees to 15-gal.				($10,000)	ACCEPTED	($10,000)		
03	Remove irrigation TBD					POTENTIAL			
04	Remove concrete staining.				($17,281)	ACCEPTED	($17,281)		
05	Concrete in lieu of pavers.				($13,472)	REJECTED			($13,472)
06	Remove planter seat walls.				($159,076)	ACCEPTED	($159,076)		
07	Remove concrete seat walls.				($63,477)	ACCEPTED	($63,477)		
08	AC Paving in lieu of concrete, landscaping, etc. in back of school. TBD					POTENTIAL			
09	Replace shade structure with pre-engineered shade structure ROM				($500,000)	REJECTED			($500,000)
10	Eliminate shade structure ROM				($500,000)	REJECTED			($500,000)
11	Remove resin panels at shade structure columns TBD				($345,600)	ACCEPTED	($345,600)		
12	Reprice alternate solution at entry columns				($20,000)	ACCEPTED	($20,000)		
13	Polycarbonate translucent panel in lieu of resin panels at shade structure skylights.				($238,080)	ACCEPTED	($238,080)		
14	Remove metal soffit panels at the shade structure TBD				($128,000)	REJECTED			($128,000)
15	Stainless steel welded guard rail and use hot dip galv at exterior ramp.				($27,400)	REJECTED			($27,400)
ENCLOSURE							($89,525)		
01	Reduce of roof walkpads.				($40,000)	ACCEPTED	($40,000)		
02	Remove fluid-applied weather barrier at soffits.				($49,525)	ACCEPTED	($49,525)		
INTERIOR FINISHES							($57,000)	($36,500)	($687,665)
01	White Calla acoustical ceiling tiles in lieu of colored.				($4,500)	POTENTIAL		($4,500)	
02	Change all acoustic ceiling tile from specified Calla tiles to Certainteed Fine Fissured High NRC tiles.				($32,000)	POTENTIAL		($32,000)	
03	Remove moisture mitigation under resilient flooring.				($57,000)	ACCEPTED	($57,000)		
04	Remove folding door at MPR.				($37,665)	REJECTED			($37,665)
05	Remove kitchen improvements TBD				($650,000)	REJECTED			($650,000)
SPECIALTIES									($95,710)
01	Manual shades in lieu of motorized shades.				($95,710)	REJECTED			($95,710)

Value Engineering Log

Farallone View Elementary School Modernization

#	DESCRIPTION	QTY	UNIT	COST	TOTAL	STATUS	ACCEPTED	POTENTIAL	REJECTED
MEP SYSTEMS							($474,673)	($114,890)	
01	Provide VE lighting package.				($34,000)	ACCEPTED	($34,000)		
02	Substitute lay-in light fixtures to economy grade.				($18,000)	ACCEPTED	($18,000)		
03	Substitute lighting controls to wireless Lutron Vive System.				($28,000)	POTENTIAL		($28,000)	
04	Provide MC cable in lieu of EMT for all branch wiring as allowed by code.				($84,000)	ACCEPTED	($84,000)		
05	Decrease underground low voltage conduits/box sizes. In general, each building to receive (1) 4" and (3) 2" low voltage conduits.				($42,000)	POTENTIAL		($42,000)	
06	Fire Alarm cabling installed "Free Air" above accessible ceiling spaces.				($13,000)	ACCEPTED	($13,000)		
07	Substitute Cat 6 cabling spec.				($9,000)	ACCEPTED	($9,000)		
08	Chain link fencing in lieu of CMU Generator Enclosure TBD				($161,330)	ACCEPTED	($161,330)		
09	Remove Generator from project.				($155,343)	ACCEPTED	($155,343)		
10	Utilize Daikan on all VRF units.				($44,890)	POTENTIAL		($44,890)	
							ACCEPTED	POTENTIAL	REJECTED
					Direct Cost VE Savings		($1,497,902)	($151,390)	($1,952,247)
							Include in GMP	Included in GMP	

TAB 3

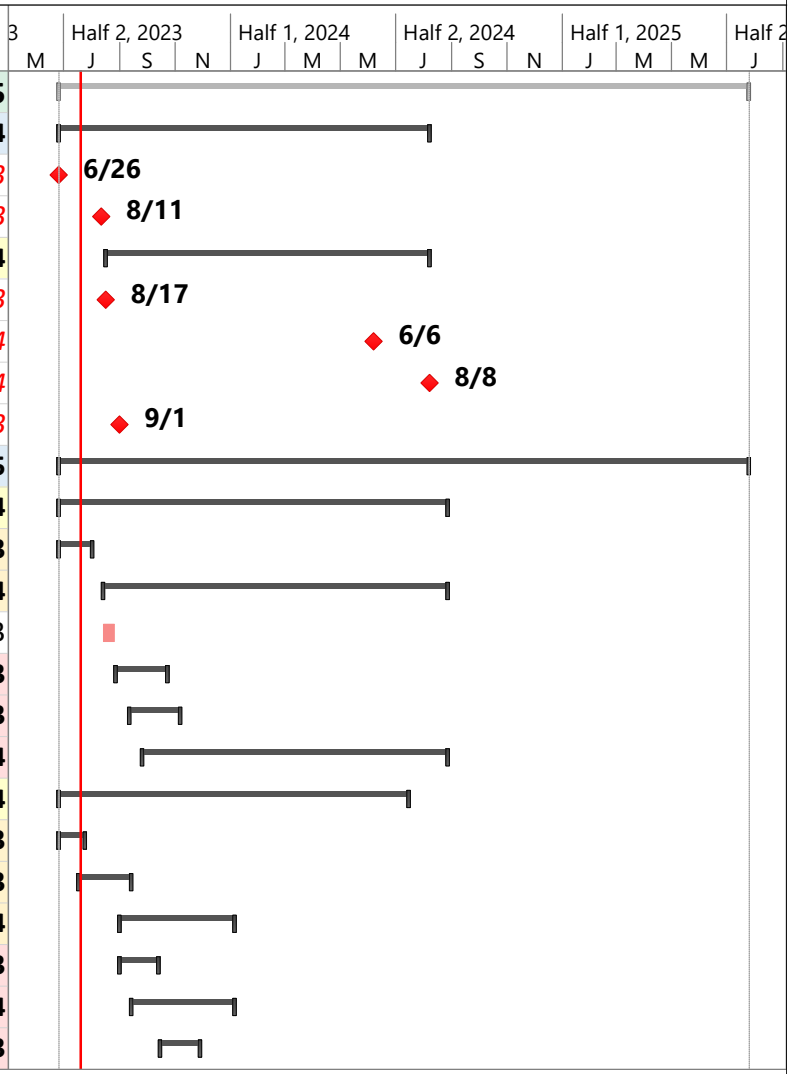
PRELIMINARY CONSTRUCTION SCHEDULE



DID YOU KNOW? Farallone View Elementary school first opened in July 1, 1980.

Cabrillo USD - Farallone View ES Mod

ID	Task Name	Duration	Start	Finish
0	**Cabrillo USD - Farallone View ES Mod**	**530 d**	**Mon 6/26/23**	**Fri 7/25/25**
1	**Construction NTP Milestones**	**285 d**	**Mon 6/26/23**	**Thu 8/8/24**
7	*Notice to Proceed - GMP 1*	*0 d*	*Mon 6/26/23*	*Mon 6/26/23*
8	*Notice to Proceed - GMP 2*	*0 d*	*Fri 8/11/23*	*Fri 8/11/23*
2	**School Milestones**	**248 d**	**Thu 8/17/23**	**Thu 8/8/24**
3	*First Day of School '23-'24 School Year*	*0 d*	*Thu 8/17/23*	*Thu 8/17/23*
4	*Last Day of School '23-'24 School Year*	*0 d*	*Thu 6/6/24*	*Thu 6/6/24*
5	*First Day of School '24-'25 School Year*	*0 d*	*Thu 8/8/24*	*Thu 8/8/24*
6	*DSA Approved Drawings Recieved*	*0 d*	*Fri 9/1/23*	*Fri 9/1/23*
9	**Construction**	**530 d**	**Mon 6/26/23**	**Fri 7/25/25**
20	**Procurement**	**299 d**	**Mon 6/26/23**	**Tue 8/27/24**
82	**GMP 1 Procurement**	**26 d**	**Mon 6/26/23**	**Tue 8/1/23**
21	**GMP 2 Procurement**	**265 d**	**Mon 8/14/23**	**Tue 8/27/24**
81	Procure GMP 2 Subcontracts	10 d	Mon 8/14/23	Fri 8/25/23
62	**Procure Submittals**	**40 d**	**Mon 8/28/23**	**Mon 10/23/23**
22	**Submittal Review**	**40 d**	**Tue 9/12/23**	**Mon 11/6/23**
40	**Procure Materials**	**235 d**	**Tue 9/26/23**	**Tue 8/27/24**
86	**Mod Bldg A Admin**	**268 d**	**Mon 6/26/23**	**Mon 7/15/24**
87	**Admin Relocation A**	**20 d**	**Mon 6/26/23**	**Mon 7/24/23**
89	**Abatement / Demo A**	**41 d**	**Tue 7/18/23**	**Wed 9/13/23**
94	**Structure A**	**86 d**	**Fri 9/1/23**	**Fri 1/5/24**
95	**Exterior Structure Sequence 1**	**30 d**	**Fri 9/1/23**	**Fri 10/13/23**
105	**Balance of Structure**	**78 d**	**Thu 9/14/23**	**Fri 1/5/24**
100	**Exterior Structure Sequence 2**	**30 d**	**Mon 10/16/23**	**Tue 11/28/23**

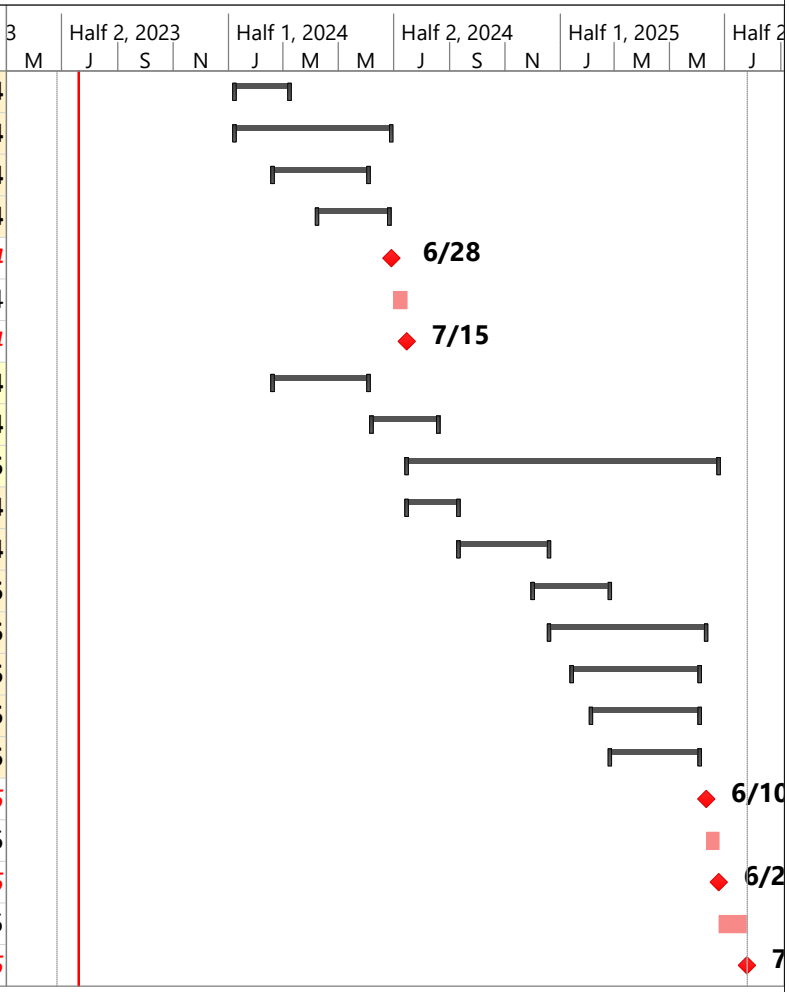


Task — Summary — Deadline — Progress

Milestone — Project Summary — Critical

Cabrillo USD - Farallone View ES Mod

ID	Task Name	Duration	Start	Finish
110	**Enclosure A**	**45 d**	**Mon 1/8/24**	**Fri 3/8/24**
117	**Interior A**	**124 d**	**Mon 1/8/24**	**Fri 6/28/24**
137	**Site Work A**	**75 d**	**Mon 2/19/24**	**Mon 6/3/24**
149	**Building Systems A**	**57 d**	**Mon 4/8/24**	**Wed 6/26/24**
155	*Substantial Completion - Bldg A*	*0 d*	*Fri 6/28/24*	*Fri 6/28/24*
156	Punch List	10 d	Mon 7/1/24	Mon 7/15/24
157	*Notice of Completion - Bldg A*	*0 d*	*Mon 7/15/24*	*Mon 7/15/24*
10	**Courtyard Sitework**	**75 d**	**Mon 2/19/24**	**Mon 6/3/24**
231	**Summer 24' Sitework Front Parking Lot**	**51 d**	**Fri 6/7/24**	**Mon 8/19/24**
158	**Mod Bldg B**	**240 d**	**Tue 7/16/24**	**Tue 6/24/25**
159	**Abatement / Demo B**	**40 d**	**Tue 7/16/24**	**Tue 9/10/24**
165	**Structure B**	**70 d**	**Wed 9/11/24**	**Thu 12/19/24**
170	**Enclosure B**	**59 d**	**Mon 12/2/24**	**Mon 2/24/25**
200	**Interior B**	**120 d**	**Fri 12/20/24**	**Tue 6/10/25**
194	**Building Systems B**	**100 d**	**Tue 1/14/25**	**Tue 6/3/25**
179	**Site Work B**	**85 d**	**Tue 2/4/25**	**Tue 6/3/25**
220	**Kitchen**	**70 d**	**Tue 2/25/25**	**Tue 6/3/25**
228	*Substantial Completion - Bldg B*	*0 d*	*Tue 6/10/25*	*Tue 6/10/25*
229	Punch List	10 d	Wed 6/11/25	Tue 6/24/25
230	*Notice of Completion - Bldg B*	*0 d*	*Tue 6/24/25*	*Tue 6/24/25*
240	Weather Day Allowance	22 d	Wed 6/25/25	Fri 7/25/25
241	*Project Substantial Completion*	*0 d*	*Fri 7/25/25*	*Fri 7/25/25*



Task
Summary
Deadline
Progress
Milestone
Project Summary
Critical

TAB 4

ENUMERATION OF DOCUMENTS (EOD)



PROJECT MANUAL: DSA SUBMITTAL SET					
Specification/ Drawing	Description	Spec Date	Stamp Date	CORE Received Date	Revision
Division 01	**GENERAL REQUIREMENTS**				
011000	SUMMARY	22-Feb-23	N/A	14-Mar-23	N/A
012600	CONTRACT MODIFICATION PROCEDURES	22-Feb-23	N/A	14-Mar-23	N/A
012900	PAYMENT PROCEDURES	22-Feb-23	N/A	14-Mar-23	N/A
013100	PROJECT MANAGEMENT AND COORDINATION	22-Feb-23	N/A	14-Mar-23	N/A
013200	CONSTRUCTION PROGRESS DOCUMENTATION	22-Feb-23	N/A	14-Mar-23	N/A
013300	SUBMITTAL PROCEDURES	22-Feb-23	N/A	14-Mar-23	N/A
014000	QUALITY REQUIREMENTS	22-Feb-23	N/A	14-Mar-23	N/A
014200	REFERENCES	22-Feb-23	N/A	14-Mar-23	N/A
015000	TEMPORARY FACILITIES AND CONTROLS	22-Feb-23	N/A	14-Mar-23	N/A
015713	TEMPORARY EROSION AND SEDIMENT CONTROL	22-Feb-23	N/A	14-Mar-23	N/A
016000	PRODUCT REQUIREMENTS	22-Feb-23	N/A	14-Mar-23	N/A
017300	EXECUTION REQUIREMENTS	22-Feb-23	N/A	14-Mar-23	N/A
017419	CONSTRUCTION WASTE MANAGEMENT	22-Feb-23	N/A	14-Mar-23	N/A
017700	CLOSEOUT PROCEDURES	22-Feb-23	N/A	14-Mar-23	N/A
017823	OPERATION AND MAINTENANCE DATA	22-Feb-23	N/A	14-Mar-23	N/A
017839	PROJECT RECORD DOCUMENTS	22-Feb-23	N/A	14-Mar-23	N/A
017900	DEMONSTRATION AND TRAINING	22-Feb-23	N/A	14-Mar-23	N/A
Division 02	**SITE CONSTRUCTION**				
024119	SELECTIVE DEMOLITION	22-Feb-23	N/A	14-Mar-23	N/A
Division 03	**CONCRETE**				
031000	CONCRETE FORMING AND ACCESSORIES	22-Feb-23	N/A	14-Mar-23	N/A
032000	CONCRETE REINFORCING	22-Feb-23	N/A	14-Mar-23	N/A
033000	CAST-IN-PLACE CONCRETE	22-Feb-23	N/A	14-Mar-23	N/A
033500	CONCRETE FINISHING	22-Feb-23	N/A	14-Mar-23	N/A
Division 05	**METALS**				
051200	STRUCTURAL STEEL FRAMING	22-Feb-23	N/A	14-Mar-23	N/A
055000	METAL FABRICATIONS	22-Feb-23	N/A	14-Mar-23	N/A
055213	PIPE AND TUBE RAILINGS	22-Feb-23	N/A	14-Mar-23	N/A
Division 06	**WOOD AND PLASTICS**				
061000	ROUGH CARPENTRY	22-Feb-23	N/A	14-Mar-23	N/A
061800	STRUCTURAL GLUED-LAMINATED CONSTRUCTION	22-Feb-23	N/A	14-Mar-23	N/A
064023	INTERIOR ARCHITECTURAL WOODWORK	22-Feb-23	N/A	14-Mar-23	N/A
068200	FIBER REINFORCED PLASTIC PANELS	22-Feb-23	N/A	14-Mar-23	N/A
Division 07	**THERMAL AND MOISTURE PROTECTION**				
070150	PREPARATION FOR ROOF REPLACEMENT	22-Feb-23	N/A	14-Mar-23	N/A
071910	CONCRETE FLOOR SEALER	22-Feb-23	N/A	14-Mar-23	N/A
072100	BUILDING INSULATION	22-Feb-23	N/A	14-Mar-23	N/A
074100	METAL ROOFING PANELS	22-Feb-23	N/A	14-Mar-23	N/A
074600	SIDING	22-Feb-23	N/A	14-Mar-23	N/A
075400	THERMOPLASTIC MEMBRANE ROOFING	22-Feb-23	N/A	14-Mar-23	N/A
076100	SHEET METAL FLASHING AND TRIM	22-Feb-23	N/A	14-Mar-23	N/A
076500	FLEXIBLE SHEET FLASHING	22-Feb-23	N/A	14-Mar-23	N/A
078413	PENETRATION FIRESTOPPING	22-Feb-23	N/A	14-Mar-23	N/A
078446	FIRE-RESISTIVE JOINT SYSTEMS	22-Feb-23	N/A	14-Mar-23	N/A
079200	JOINT SEALANTS	22-Feb-23	N/A	14-Mar-23	N/A
Division 08	**DOORS AND WINDOWS**				
081113	STEEL DOORS AND FRAMES	22-Feb-23	N/A	14-Mar-23	N/A
081416	FLUSH WOOD DOORS	22-Feb-23	N/A	14-Mar-23	N/A

Specification/ Drawing	Description	Spec Date	Stamp Date	CORE Received Date	Revision
083113	ACCESS DOORS AND FRAMES	22-Feb-23	N/A	14-Mar-23	N/A
083214	FOLDING ALUMINUM-FRAMED GLASS DOORS	22-Feb-23	N/A	14-Mar-23	N/A
083323	OVERHEAD COILING DOORS	22-Feb-23	N/A	14-Mar-23	N/A
084113	ALUMINUM-FRAMED ENTRANCES AND STOREFRONTS	22-Feb-23	N/A	14-Mar-23	N/A
086300	METAL-FRAMED SKYLIGHTS	22-Feb-23	N/A	14-Mar-23	N/A
087100	DOOR HARDWARE	22-Feb-23	N/A	14-Mar-23	N/A
088000	GLAZING	22-Feb-23	N/A	14-Mar-23	N/A
089000	LOUVERS AND VENTS	22-Feb-23	N/A	14-Mar-23	N/A
Division 09	**FINISHES**				
092216	NON-LOAD-BEARING STEEL FRAMING	22-Feb-23	N/A	14-Mar-23	N/A
092400	PORTLAND CEMENT PLASTERING	22-Feb-23	N/A	14-Mar-23	N/A
092900	GYPSUM BOARD	22-Feb-23	N/A	14-Mar-23	N/A
093000	TILING	22-Feb-23	N/A	14-Mar-23	N/A
095113	ACOUSTICAL PANEL CEILINGS	22-Feb-23	N/A	14-Mar-23	N/A
096519	RESILIENT TILE FLOORING	22-Feb-23	N/A	14-Mar-23	N/A
096723	RESINOUS FLOORING	22-Feb-23	N/A	14-Mar-23	N/A
096813	TILE CARPETING	22-Feb-23	N/A	14-Mar-23	N/A
098319	ACOUSTICAL WALL PANELS	22-Feb-23	N/A	14-Mar-23	N/A
099100	PAINTING	22-Feb-23	N/A	14-Mar-23	N/A
Division 10	**SPECIALTIES**				
101100	VISUAL DISPLAY SURFACES	22-Feb-23	N/A	14-Mar-23	N/A
101400	SIGNAGE	22-Feb-23	N/A	14-Mar-23	N/A
102113	TOILET COMPARTMENTS	22-Feb-23	N/A	14-Mar-23	N/A
102600	WALL AND DOOR PROTECTION	22-Feb-23	N/A	14-Mar-23	N/A
102800	TOILET AND BATH ACCESSORIES	22-Feb-23	N/A	14-Mar-23	N/A
104400	FIRE-PROTECTION SPECIALTIES	22-Feb-23	N/A	14-Mar-23	N/A
Division 11	**EQUIPMENT**				
114000	FOODSERVICE EQUIPMENT	22-Feb-23	N/A	14-Mar-23	N/A
115213	PROJECTION SCREENS	22-Feb-23	N/A	14-Mar-23	N/A
116143	STAGE CURTAINS	22-Feb-23	N/A	14-Mar-23	N/A
Division 12	**FURNISHINGS**				
122413	ROLLER WINDOW SHADES	22-Feb-23	N/A	14-Mar-23	N/A
Division 21	**FIRE SUPPRESSION**				
210500	COMMON WORK RESULTS FOR FIRE SUPPRESSION	22-Feb-23	N/A	14-Mar-23	N/A
210516	EXPANSION FITTINGS AND LOOPS FOR FIRE-SUPPRESSION PIPING	22-Feb-23	N/A	14-Mar-23	N/A
211200	FIRE-SUPPRESSION STANDPIPES	22-Feb-23	N/A	14-Mar-23	N/A
211313	WET-PIPE SPRINKLER SYSTEMS	22-Feb-23	N/A	14-Mar-23	N/A
Division 22	**PLUMBING**				
220500	COMMON WORK RESULTS FOR PLUMBING	22-Feb-23	N/A	14-Mar-23	N/A
220523	GENERAL DUTY VALVES FOR PLUMBING PIPING	22-Feb-23	N/A	14-Mar-23	N/A
220529	HANGERS AND SUPPORTS FOR PLUMBING PIPING AND EQUIPMENT	22-Feb-23	N/A	14-Mar-23	N/A
220553	IDENTIFICATION FOR PLUMBING PIPING AND EQUIPMENT	22-Feb-23	N/A	14-Mar-23	N/A
220700	PIPE INSULATION	22-Feb-23	N/A	14-Mar-23	N/A
221116	DOMESTIC WATER PIPING	22-Feb-23	N/A	14-Mar-23	N/A
221123	FACILITY NATURAL GAS PIPING	22-Feb-23	N/A	14-Mar-23	N/A
221316	SANITARY WASTE AND VENT PIPING	22-Feb-23	N/A	14-Mar-23	N/A
223400	ELECTRIC WATER HEATERS	22-Feb-23	N/A	14-Mar-23	N/A

Specification/ Drawing	Description	Spec Date	Stamp Date	CORE Received Date	Revision
224000	PLUMBING FIXTURES	22-Feb-23	N/A	14-Mar-23	N/A
(List Div. Sections)		22-Feb-23	N/A	14-Mar-23	N/A
Division 23	**HEATING VENTILATING AND AIR CONDITIONING**				
230000	MECHANICAL GENERAL REQUIREMENTS	22-Feb-23	N/A	14-Mar-23	N/A
230500	BASIC MECHANICAL MATERIALS AND METHODS	22-Feb-23	N/A	14-Mar-23	N/A
230529	HANGERS AND SUPPORTS	22-Feb-23	N/A	14-Mar-23	N/A
230533	MECHANICAL VIBRATIONS AND SEISMIC CONTROLS	22-Feb-23	N/A	14-Mar-23	N/A
230553	MECHANICAL IDENTIFICATION	22-Feb-23	N/A	14-Mar-23	N/A
230593	TESTING, ADJUSTING, AND BALANCING	22-Feb-23	N/A	14-Mar-23	N/A
230700	DUCT INSULATION	22-Feb-23	N/A	14-Mar-23	N/A
230800	COMMISSIONING OF MECHANICAL SYSTEMS	22-Feb-23	N/A	14-Mar-23	N/A
230923	DIRECT DIGITAL CONTROL SYSTEM FOR HVAC	22-Feb-23	N/A	14-Mar-23	N/A
232300	REFRIGERANT PIPING	22-Feb-23	N/A	14-Mar-23	N/A
233113	METAL DUCTS	22-Feb-23	N/A	14-Mar-23	N/A
233300	DUCT ACCESSORIES	22-Feb-23	N/A	14-Mar-23	N/A
233423	POWER VENTILATORS	22-Feb-23	N/A	14-Mar-23	N/A
233700	AIR OUTLETS AND INLETS	22-Feb-23	N/A	14-Mar-23	N/A
238113	PACKAGED TERMINAL AIR CONDITIONERS OUTDOOR, WALL-MOUNTED UNITS	22-Feb-23	N/A	14-Mar-23	N/A
238126	SPLIT-SYSTEM AIR-CONDITIONERS AND VRF SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A
Division 26	**ELECTRICAL**				
260000	ELECTRICAL GENERAL REQUIREMENTS	22-Feb-23	N/A	14-Mar-23	N/A
260500	BASIC ELECTRICAL MATERIALS AND METHODS	22-Feb-23	N/A	14-Mar-23	N/A
260523	CONDUCTORS AND CABLES	22-Feb-23	N/A	14-Mar-23	N/A
260526	GROUNDING AND BONDING	22-Feb-23	N/A	14-Mar-23	N/A
260533	RACEWAYS AND BOXES	22-Feb-23	N/A	14-Mar-23	N/A
260553	ELECTRICAL IDENTIFICATION	22-Feb-23	N/A	14-Mar-23	N/A
260573	OVERCURRENT PROTECTIVE DEVICE COORDINATION	22-Feb-23	N/A	14-Mar-23	N/A
260923	LIGHTING CONTROL DEVICES	22-Feb-23	N/A	14-Mar-23	N/A
262416	PANELBOARDS	22-Feb-23	N/A	14-Mar-23	N/A
262726	WIRING DEVICES	22-Feb-23	N/A	14-Mar-23	N/A
262816	ENCLOSED SWITCHES AND CIRCUIT BREAKERS	22-Feb-23	N/A	14-Mar-23	N/A
265100	LIGHTING	22-Feb-23	N/A	14-Mar-23	N/A
Division 27	**COMMUNICATIONS**				
270000	DATA CABLING SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A
275116	PAGING AND CLOCK SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A
275117	ASSISTIVE LISTENING SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A
Division 28	**ELECTRONIC SAFETY AND SECURITY**				
283100	FIRE ALARM SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A
Division 31	**EARTHWORK**				
311000	SITE CLEARING	22-Feb-23	N/A	14-Mar-23	N/A
312200	SITE GRADING	22-Feb-23	N/A	14-Mar-23	N/A
312333	TRENCHING AND BACKFILLING	22-Feb-23	N/A	14-Mar-23	N/A
Division 32	**EXTERIOR IMPROVEMENTS**				
321123	AGGREGATE BASE COURSES	22-Feb-23	N/A	14-Mar-23	N/A
321216	ASPHALT PAVING-STRIPING	22-Feb-23	N/A	14-Mar-23	N/A
321313	CONCRETE PAVING, TRUNCATED DOMES	22-Feb-23	N/A	14-Mar-23	N/A
323113	CHAIN-LINK FENCES AND GATES	22-Feb-23	N/A	14-Mar-23	N/A
323118	METAL FENCES AND GATES	22-Feb-23	N/A	14-Mar-23	N/A
328400	IRRIGATION SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A

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329300	PLANTING INSTALLATION	22-Feb-23	N/A	14-Mar-23	N/A
329900	LANDSCAPE MAINTENANCE	22-Feb-23	N/A	14-Mar-23	N/A
Division 33	**UTILITIES**				
331116	SITE WATER SYSTEM	22-Feb-23	N/A	14-Mar-23	N/A
334111	SITE STORM DRAINAGE	22-Feb-23	N/A	14-Mar-23	N/A
DRAWINGS: DSA SUBMITTAL SET					
Specification/ Drawing	**Description**	**Drawing Date**	**Stamp Date**	**CORE Received Date**	**Revision**
A0.1	COVER SHEET	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.2	GENERAL NOTES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.3	ARCHITECTURAL SYMBOLS AND ABBREVIATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.4	CALGREEN CHECKLIST	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.5	CODE ANALYSIS - SITE PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.6	CODE ANALYSIS - BUILDING A	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.7	CODE ANALYSIS - BUILDING B	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A0.8	CODE ANALYSIS - SHADE STRUCTURE	27-Feb-23	27-Feb-23	14-Mar-23	N/A
C1	CIVIL SITE LAYOUT	27-Feb-23	1-Jul-23	14-Mar-23	N/A
C2	CIVIL SITE DEMOLITION	27-Feb-23	1-Jul-23	14-Mar-23	N/A
C3	CIVIL SITE GRADING	27-Feb-23	1-Jul-23	14-Mar-23	N/A
C4	CIVIL SITE UNDERGROUND	27-Feb-23	1-Jul-23	14-Mar-23	N/A
C5	CIVIL SITE DETAILS	27-Feb-23	1-Jul-23	14-Mar-23	N/A
C6	CIVIL SITE DETAILS	27-Feb-23	1-Jul-23	14-Mar-23	N/A
L1	LANDSCAPE NOTES AND DETAILS	27-Feb-23	N/A	14-Mar-23	N/A
L2	IRRIGATION PLAN	27-Feb-23	N/A	14-Mar-23	N/A
L3	PLANTING PLAN	27-Feb-23	N/A	14-Mar-23	N/A
A1.1	OVERALL SITE PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A1.2	SITE PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A1.3	SITE SCORING PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A1.4	ENLARGED SITE SCORING PLANS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA2.0	BUILDING A - FLOOR PLAN - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA2.1	BUILDING A - FLOOR PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA2.2	BUILDING A - EQUIPMENT PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA2.3	BUILDING A - FLOOR PATTERN PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA3.0	BUILDING A - REFLECTED CEILING PLAN - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA3.1	BUILDING A - REFLECTED CEILING PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA4.0	BUILDING A - ROOF PLAN - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA4.1	BUILDING A - ROOF PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA5.0	BUILDING A - EXTERIOR ELEVATIONS - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA5.1	BUILDING A - EXTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA6.1	BUILDING A - BUILDING SECTIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA6.2	BUILDING A - WALL SECTIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA7.1	BUILDING A - TOILET ROOM ENLARGED PLANS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA7.2	BUILDING A - TOILET ROOM ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA8.1	BUILDING A - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA8.2	BUILDING A - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA8.3	BUILDING A - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA8.4	BUILDING A - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA8.5	BUILDING A - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AA8.6	BUILDING A - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB2.0	BUILDING B - FLOOR PLAN - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A

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AB2.1	BUILDING B - FLOOR PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB2.2	BUILDING B - EQUIPMENT PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB2.3	BUILDING B - FLOOR PATTERN PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB3.0	BUILDING B - REFLECTED CEILING PLAN - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB3.1	BUILDING B - REFLECTED CEILING PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB4.0	BUILDING B - DEMO ROOF PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB4.1	BUILDING B - ROOF PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB5.0	BUILDING B - EXTERIOR ELEVATIONS - DEMO	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB5.1	BUILDING B - EXTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB6.1	BUILDING B - BUILDING SECTIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB6.2	BUILDING B - WALL SECTIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB7.1	BUILDING B - ENLARGED RESTROOM PLANS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB7.2	BUILDING B - ENLARGED RESTROOM PLANS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB7.3	STAIRS AND RAMP PLANS AND DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB8.1	BUILDING B - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB8.2	BUILDING B - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB8.3	BUILDING B - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
AB8.4	BUILDING B - INTERIOR ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A9.1	DOOR & WINDOW & GATE SCHEDULE	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A9.2	FINISH SCHEDULE	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.1	WALL TYPES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.1	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.2	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.3	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.4	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.5	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.6	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.7	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.2.8	SITE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.6	EXTERIOR DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.7.1	ROOF DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.8.1	DOOR DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.8.2	WINDOW DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.9.1	CEILING DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.9.2	CEILING DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.9.3	CEILING DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.9.4	CEILING DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.9.5	CEILING DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.10.1	SPECIALTIES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.10.2	SPECIALTIES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.10.3	SPECIALTIES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.10.4	SPECIALTIES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.12.1	CASEWORK DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
A10.12.2	CASEWORK DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
S0.1	GENERAL NOTES	27-Feb-23	31-May-22	14-Mar-23	N/A
SA1.0	BUILDING A - FOUNDATION PLAN	27-Feb-23	31-May-22	14-Mar-23	N/A
SA3.0	BUILDING A - ROOF FRAMING PLAN	27-Feb-23	31-May-22	14-Mar-23	N/A
SA3.1	BUILDING A - CEILING FRAMING PLAN	27-Feb-23	31-May-22	14-Mar-23	N/A
SB1.0	BUILDING B - FOUNDATION PLAN	27-Feb-23	31-May-22	14-Mar-23	N/A
SB3.0	BUILDING B - ROOF FRAMING PLAN	27-Feb-23	31-May-22	14-Mar-23	N/A

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SB3.1	BUILDING B - CEILING FRAMING PLAN	27-Feb-23	31-May-22	14-Mar-23	N/A
S4.0	SHEAR WALL ELEVATIONS AND DETAILS	27-Feb-23	31-May-22	14-Mar-23	N/A
S4.1	FOLDING PARTITION & ROLLUP DOOR ELEVATIONS	27-Feb-23	31-May-22	14-Mar-23	N/A
S5.0	FOUNDATION DETAILS	27-Feb-23	31-May-22	14-Mar-23	N/A
S5.1	TRASH ENCLOSURE	27-Feb-23	31-May-22	14-Mar-23	N/A
S5.2	ENTRY GATE	27-Feb-23	31-May-22	14-Mar-23	N/A
S5.3	SHADE STRUCTURE	27-Feb-23	31-May-22	14-Mar-23	N/A
S5.4	SIMPSON STRONG WALL & FOUNDATION DETAILS	27-Feb-23	31-May-22	14-Mar-23	N/A
S7.0	ROOF & CEILING FRAMING DETAILS	27-Feb-23	31-May-22	14-Mar-23	N/A
S7.1	ROOF & CEILING FRAMING DETAILS	27-Feb-23	31-May-22	14-Mar-23	N/A
M001	MECHANICAL NOTES, ABBREVIATIONS & LEGENDS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M010	MECHANICAL TITLE 24 CALCULATIONS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M105.01	LEVEL 01 - HVAC DEMOLITION PLAN BLDG A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M105.02	ROOF - HVAC DEMOLITION PLAN BLDG A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M105.11	LEVEL 01 - HVAC DEMOLITION PLAN BLDG B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M105.12	ROOF - HVAC DEMOLITION PLAN BLDG B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M110.01	LEVEL 01 - HVAC PLAN BLDG A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M110.02	ROOF - HVAC PLAN BLDG A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M110.11	LEVEL 01 - HVAC PLAN BLDG B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M110.12	ROOF - HVAC PLAN BLDG B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M500.01	MECHANICAL DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M500.02	MECHANICAL DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
M600	MECHANICAL SCHEDULES	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P.0001	PLUMBING NOTES, ABBREVIATIONS & LEGENDS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P010	PLUMBING TITLE 24	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P100.01	PLUMBING SITE PLAN	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P105.01A	PLUMBING DEMOLITION PLAN, BUILDING A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P105.01B	PLUMBING DEMOLITION PLAN, BUILDING B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P110.00A	UNDERGROUND PLUMBING PLAN - BUILDING A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P110.00B	UNDERGROUND PLUMBING PLAN - BUILDING B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P110.01A	1ST FLOOR PLUMBING PLAN - BUILDING A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P110.01B	1ST FLOOR PLUMBING PLAN - BUILDING B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P110.02A	PLUMBING ROOF PLAN - BUILDING A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P110.02B	PLUMBING ROOF PLAN - BUILDING B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P401	ENLARGED PLUMBING PLANS - BUILDING A	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P402	ENLARGED PLUMBING PLANS - BUILDING B	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P500.1	PLUMBING DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P500.2	PLUMBING DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P600	PLUMBING SCHEDULES	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P700.1	PLUMBING DOMESTIC SUPPLY SLD	27-Feb-23	27-Feb-22	14-Mar-23	N/A
P700.2	PLUMBING SANITARY WASTE SLD	27-Feb-23	27-Feb-22	14-Mar-23	N/A
E0.1	SYMBOLS, ABBREEVIA., GENERAL NOTES & DRAWING INDEX	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E0.2	TITLE 24 COMPLIANCE INDOOR	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E0.3	TITLE 24 COMPLIANCE OUTDOOR	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E1.1	ELECTRICAL SITEPLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EA2.0	BUILDING A - DEMOLITION PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EA2.1	BUILDING A - LIGHTING PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EA2.2	BUILDING A - ELECTRICAL PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EA2.3	BUILDING A - FIRE ALARM PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A

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EA2.4	BUILDING A - ELECTRICAL ROOF PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EB2.0	BUILDING B - DEMOLITION PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EB2.1	BUILDING B - LIGHTING PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EB2.2	BUILDING B - ELECTRICAL PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EB2.3	BUILDING B - FIRE ALARM PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
EB2.4	BUILDING B - ELECTRICAL ROOF PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E4.1	FIXTURE SCHEDULES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E4.2	PANEL SCHEDULES	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E5.1	WIRING DIAGRAMS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E6.1	DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E6.2	DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E6.3	DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E7.1	FIRE ALARM SYMBOLS, NOTES AND DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
E7.2	FIRE ALARM CALCULATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FP0.1	FIRE PROTECTION NOTES, ABBREVIATIONS & LEGENDS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP0.2	BUILDING A - CALCULATIONS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP0.3	BUILDING B - CALCULATIONS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP1.1	FIRE PROTECTION SITE PLAN	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FPA2.1	BUILDING A - PIPING PLAN	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FPA2.2	BUILDING A - SPRINKLER PLAN	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FPB2.1	BUILDING B - PIPING PLAN	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FPB2.2	BUILDING B - SPRINKLER PLAN	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FPA5.1	BUILDING A - SECTIONS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FPB5.2	BUILDING B - SECTIONS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP6.1	FIRE PROTECTION DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP6.2	FIRE PROTECTION DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP6.3	FIRE PROTECTION DETAILS	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FP7.1	FIRE PROTECTION ISOMETRIC DIAGRAM	27-Feb-23	27-Feb-22	14-Mar-23	N/A
FS1.1	FOODSERVICE EQUIPMENT FLOOR PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS2.1	FOODSERVICE EQUIPMENT PLUMBING PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS3.1	FOODSERVICE EQUIPMENT ELECTRICAL PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS4.1	FOODSERVICE EQUIPMENT MECHANICAL PLAN	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS5.1	FOODSERVICE EQUIPMENT EXHAUST HOOD DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS5.2	FOODSERVICE EQUIPMENT EXHAUST HOOD DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS5.3	FOODSERVICE EQUIPMENT EXHAUST HOOD DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS8.1	FOODSERVICE EQUIPMENT ANCHORAGE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS8.2	FOODSERVICE EQUIPMENT ANCHORAGE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS8.3	FOODSERVICE EQUIPMENT ANCHORAGE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS9.1	FOODSERVICE EQUIPMENT ELEVATIONS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
FS9.2	FOODSERVICE SERVING LINE DETAILS	27-Feb-23	27-Feb-23	14-Mar-23	N/A
DRAWINGS: 50% CD GENERATOR (AS IT PERTAINS TO GENERATOR & GENERATOR ENCLOSURE)					
Specification/ Drawing	**Description**	**Drawing Date**	**Stamp Date**	**CORE Received Date**	**Revision**
C1	CIVIL SITE LAYOUT	1-Jul-22	N/A	1-Jun-23	N/A
C3	CIVIL SITE GRADING	1-Jul-22	N/A	1-Jun-23	N/A
C4	CIVIL SITE UNDERGROUND	1-Jul-22	N/A	1-Jun-23	N/A
A1.1	OVERALL SITE PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
A1.2	SITE PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
A10.2.2	SITE DETAILS	27-Feb-23	27-Feb-23	1-Jun-23	28-Apr-23
S5.1	TRASH ENCLOSURE	10-Oct-22	31-May-22	1-Jun-23	N/A

Specification/ Drawing	Description	Spec Date	Stamp Date	CORE Received Date	Revision
S5.5	EMERGENCY GENERATOR ENCLOSURE	10-Oct-22	31-May-22	1-Jun-23	N/A
E0.2	TITLE 24 COMPLIANCE INDOOR	27-Feb-23	27-Feb-23	1-Jun-23	N/A
E1.1	ELECTRICAL SITE PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
EA2.1	BUILDING A - LIGHTING PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
EA2.2	BUILDING A - ELECTRICAL PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
EA2.4	BUILDING A - ELECTRICAL ROOF PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
EB2.1	BUILDING B - LIGHTING PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
EB2.2	BUILDING B - ELECTRICAL PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
EB2.4	BUILDING B - ELECTRICAL ROOF PLAN	27-Feb-23	27-Feb-23	1-Jun-23	N/A
E4.1	FIXTURE SCHEDULES	27-Feb-23	27-Feb-23	1-Jun-23	N/A
E4.2	PANEL SCHEDULES	27-Feb-23	27-Feb-23	1-Jun-23	N/A
E5.1	WIRING DIAGRAMS	27-Feb-23	27-Feb-23	1-Jun-23	N/A
E6.1	DETAILS	27-Feb-23	27-Feb-23	1-Jun-23	N/A
E6.2	DETAILS	27-Feb-23	27-Feb-23	1-Jun-23	N/A
	ADDENDUMS				
Addendums	**Description**	**Drawing Date**	**Stamp Date**	**CORE Received Date**	**Revision**
A	Addendum A	27-Apr-23	N/A	27-Apr-23	N/A
B	Addendum B	5-Jun-23	N/A	5-Jun-23	N/A
	Generator Cut Sheet: Generac 15 kW 10000023912	N/A	N/A	5-Jun-23	N/A
	EV Charger Cut Sheet: Enphase HCS-40 EVSE	N/A	N/A	28-Jun-23	N/A
	Basis of GMP	19-Jul-23	N/A	N/A	N/A



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AMENDMENT NO. 2 TO FACILITIES LEASE
BY AND BETWEEN
CABRILLO UNIFIED SCHOOL DISTRICT AND CORE WEST, INC.

This Amendment No. 2 to the Facilities Lease ("Amendment No. 2") is made and entered into this 10th day of August, 2023 ("Effective Date"), by and between the Cabrillo Unified School District ("District") and CORE West, Inc. ("Developer") (collectively, the "Parties") as follows:

RECITALS

WHEREAS, the Parties entered into a Facilities Lease, dated May 11, 2023, pertaining to the Farallone View Elementary School Modernization Project ("Project") at 1100 Le Conte Avenue, Montara, CA 94037, ("Project Site"); and

WHEREAS, on June 22, 2023, the Governing Board approved the first phase of work including demolition/off-site infrastructure and site work (rough) and the Guaranteed Maximum Price for first phase of the Project ("GMP #1"); and

WHEREAS, on August 10, 2023, the Board ratified Amendment No. 1 to the Facilities Lease, to amend and supplement the Facilities Lease to establish GMP #1 for the Project of Three Million, Ninety-Eight Thousand, Two Hundred Ninety Dollars ($3,098,290), among other things ("Amendment No. 1"); and

WHEREAS, at this time, the Parties desire to amend and supplement the Facilities Lease to increase the total GMP for the Project by Twenty Million, Five Hundred Fifty-Eight Thousand, Two Hundred Sixty-Three Dollars ($20,558,263) (GMP #2), for a total GMP of Twenty-Three Million, Six Hundred Seventy-One Thousand, Five Hundred Fifty-Three Dollars ($23,671,553) and to adopt the Construction Schedule for the Project.

NOW, THEREFORE, the Parties agree as follows:

Section I. Amendment to Facilities Lease.

1. Section 11.1.2 of the Facilities Lease is amended and replaced with the following:

   11.1.2 Contract Time / Construction Schedule

   It is hereby understood and agreed that the Contract Time for this Project is the period commencing with the date upon which the Facilities Lease and the Site Lease are fully executed and delivered to both Parties and ending with completion of the Work ("Contract Time"). The Construction Schedule must be approved by the District.

2. Section 11.1.4 of the Facilities Lease is amended and replaced with the following:

   11.1.4 Liquidated Damages

   Time is of the essence for all work Developer must perform to complete the Project. It is hereby understood and agreed that it is and will be difficult and/or impossible to ascertain and determine the

actual damage that the District will sustain in the event of and by reason of Developer's delay; therefore, Developer agrees that it shall pay to the District the sum of ONE THOUSAND DOLLARS ($1,000) per day as liquidated damages for each and every day's delay beyond the Contract Time. The Developer confirms that the Contract Time allows a reasonable period of time for achieving Substantial Completion of Work, as defined in Exhibit D of the Facilities Lease. Substantial Completion will occur no later than July 25, 2025.

11.1.4.1 It is hereby understood and agreed that this amount is not a penalty.

11.1.4.2 In the event any portion of the liquidated damages is not paid to the District, the District may deduct that amount from any money due or that may become due Developer under this Facilities Lease. The District's right to assess liquidated damages is as indicated herein and in Exhibit D.

11.1.4.3 The time during which the construction of the Project is delayed for cause as hereinafter specified may extend the time of completion for a reasonable time as the District may grant.

3. **Exhibit C** (Guaranteed Maximum Price and Other Project Cost, Funding, and Payment Provisions) to the Facilities Lease is amended and supplemented such that the existing Exhibit C is struck and replaced with the amended Exhibit C, which is attached hereto as **EXHIBIT "1"** and incorporated herein by this reference. All references to Exhibit C in the Facilities Lease shall mean and refer to Exhibit "1" hereto.

4. Section 1.1 Definitions of Exhibit D (General Construction Provisions) to the Facilities Lease is amended and replaced with the following:

1.1.57 Substantial Completion. The date on which the Work is sufficiently implemented in accordance with the Contract Documents such that the District may utilize the Work for the use for which it is intended, and such that it is fully complete except for minor items, adjustments and/or corrections.

~~**1.1.57**~~**1.1.58 Surety.** The person, firm, or corporation that executes as surety Developer's Performance Bond and Payment Bond and must be a California admitted surety insurer as defined in the Code of Civil Procedure section 995.120.

~~**1.1.58**~~**1.1.59 Work.** All labor, materials, equipment, components, appliances, supervision, coordination, and services required by, or reasonably inferred from, the Contract Documents, that are necessary for the construction and completion of the Project.

5. **Exhibit F** (Construction Schedule) to the Facilities Lease is supplemented with **EXHIBIT "2"** attached hereto and incorporated herein by reference. All references to Exhibit F in the Facilities Lease shall mean and refer to Exhibit "2" hereto.)

Section II. All Other Provisions Reaffirmed.

All other provisions of the Facilities Lease shall remain in full force and effect and are hereby reaffirmed. If there is any conflict between this Amendment No. 2 and any provision of the Facilities Lease or any prior amendment thereto, the provisions of this Amendment No. 2 shall control.

IN WITNESS WHEREOF, the Parties have caused this Amendment No. 2 to the Facilities Lease to be executed by their respective officers who are duly authorized, as of the Effective Date.

ACCEPTED AND AGREED on the date indicated below:

Dated: August _____, 2023	Dated: _____, 2023
CABRILLO UNIFIED SCHOOL DISTRICT	CORE WEST, INC.
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____

EXHIBIT "1"

EXHIBIT C

GUARANTEED MAXIMUM PRICE AND OTHER PROJECT COST, FUNDING, AND PAYMENT PROVISIONS

See attached.

EXHIBIT C

GUARANTEED MAXIMUM PRICE AND OTHER PROJECT COST, FUNDING, AND PAYMENT PROVISIONS

1. Site Lease Payments

As indicated in the Site Lease, Developer shall pay One Dollar ($1.00) to the District as consideration for the Site Lease.

2. Guaranteed Maximum Price

Pursuant to the Facilities Lease, Developer will cause the Project to be constructed for an amount to be determined after preconstruction services are completed ("Guaranteed Maximum Price"). As this Project shall include multiple phases, each phase shall have its own GMP. GMP #1 for the first phase of work is $3,098,290. GMP #2 for the second phase of work is $20,558,263. The total Guaranteed Maximum Price shall consist of all phase GMPs and the preconstruction fees and costs. Pursuant to Amendment No. 2 to the Facilities Lease, the total Guaranteed Maximum Price is TWENTY-THREE MILLION, SIX HUNDRED SEVENTY-ONE THOUSAND, FIVE HUNDRED FIFTY-THREE DOLLARS ($23,671,553 = $20,558,263 + $3,098,290 + $15,000).

2.1 Cost of the Work

The term Cost of the Work shall mean the costs necessarily incurred in the proper performance of the Work contemplated by the Contract Documents. Such costs shall be at rates no higher than the standard paid at the place of the Project except with the prior consent of the District. The Cost of the Work shall include only the items set forth in this Section 2 and approved by the District.

2.1.1 General Conditions

The General Conditions as set forth in **Attachment 1** hereto shall be included in a progress billing as incurred. Said rates shall include all costs for labor, equipment and materials for the items identified therein which are necessary for the proper management of the Project, and shall include all costs paid or incurred by Developer for insurance, permits, taxes, and all contributions, assessments and benefits, holidays, vacations, retirement benefits, incentives to the extent contemplated in **Attachment 1**, whether required by law or collective bargaining agreements or otherwise paid or provided by Developer to its employees. The District reserves the right to request changes to the personnel, equipment, or facilities provided as General Conditions as may be necessary or appropriate for the proper management of the Project, in which case, the District shall be entitled to a reduction in the cost of General Conditions based on the rates set forth in **Attachment 1**.

2.1.2 Subcontract Costs

Payments made by the Developer to Subcontractors (inclusive of the Subcontractor's bonding, if required, and insurance costs, which shall be included in the subcontract amount), which payments shall be made in accordance with the requirements of the Contract Documents.

2.1.3 Developer-Performed Work

Costs incurred by Developer for self-performed work at the direction of District or with the District's prior approval, as follows:

2.1.3.1 Actual costs to Developer of wages of construction workers, excluding all salaried and/or administrative personnel, directly employed by Developer to perform the construction of the Work at the site.

2.1.3.2 Wages or salaries and customary benefits, such as sick leave, medical and health benefits, holidays, vacations, incentive programs, and pension plans of Developer's field supervisory, safety and administrative personnel when stationed at the site or stationed at Developer's principal office, only for that portion of their time required for the Work.

2.1.3.3 Wages and salaries and customary benefits, such as sick leave, medical and health benefits, holidays, vacations, incentive programs and pension plans of Developer's supervisory or administrative personnel engaged at factories, workshops or on the road, in expediting the production or transportation of materials or equipment required for the Work, but only for that portion of their time required for the Work.

2.1.3.4 Costs paid or incurred by Developer for taxes, insurance, contributions, assessments required by law or collective bargaining agreements and for personnel not covered by such agreements, and for customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work under Subparagraphs 2.1.3.1 through 2.1.3.3.

2.1.3.5 Costs, including transportation and storage, of materials and equipment incorporated in the completed construction, including costs of materials in excess of those actually installed to allow for reasonable waste and spoilage. Unused excess materials, if any, shall become the District's property at the completion of the Work or, at the District's option, shall be sold by Developer. Any amounts realized from such sales shall be credited to the District as a deduction from the Cost of the Work.

2.1.3.6 Costs, including transportation and storage, installation, maintenance, dismantling and removal of materials, supplies, machinery and equipment not customarily owned by construction workers, that are provided by Developer at the site and fully consumed in the performance of the Work; and cost (less salvage value) of such items if not fully consumed, whether sold to others or retained by Developer. Cost for items previously used by Developer shall mean fair market value.

2.1.3.7 Rental charges for temporary facilities, machinery, equipment, vehicles and vehicle expenses, and hand tools not customarily owned by construction workers that are provided by Developer at the site, whether rented from Developer or others, and the costs of transportation, installation, minor repairs and replacements, dismantling and removal thereof and costs of Developer's Project field office, overhead and general expenses including office supplies, parking, office equipment, and software. Rates and quantities of equipment rented shall be subject to the District's prior approval.

2.1.3.8 Costs of removal of debris from the site, daily clean-up costs and dumpster charges not otherwise included in the cost of the subcontracts which exceeds the clean-up provided under the General Conditions.

2.1.3.9 Costs of that portion of the reasonable travel, parking and subsistence expenses of Developer's personnel incurred while traveling and discharging duties connected with the Work.

2.1.3.10 Costs of materials and equipment suitably stored off the site at a mutually acceptable location, if approved in advance by the District.

2.1.4 Allowances

Because it is impossible at the time of execution of the Facilities Lease to determine the exact cost of performing certain tasks, the Cost of the Work shall include the following Allowances for the Tasks/Work as noted here:

Task/Work	Allowance Amount
Safe-Off Electrical Systems	$100,000
Temporary Relocation of Low Voltage System	$150,000
DSA Comments	$480,558
Sealife Floor Tile Mosaic	$30,000
Target Value Engineering*	- $1,649,292

* Value Engineering Log on following page

Value Engineering Log

Farallone View Elementary School Modernization

#	DESCRIPTION	QTY	UNIT	COST	TOTAL	STATUS	ACCEPTED	POTENTIAL	REJECTED
SITE WORK (FINISH)							($876,704)		($1,168,872)
01	Remove fiberglass planters with greenscreen panels.				($23,190)	ACCEPTED	($23,190)		
02	Reduce 36" & 24" box trees to 15-gal.				($10,000)	ACCEPTED	($10,000)		
03	Remove irrigation TBD					POTENTIAL			
04	Remove concrete staining.				($17,281)	ACCEPTED	($17,281)		
05	Concrete in lieu of pavers.				($13,472)	REJECTED			($13,472)
06	Remove planter seat walls.				($159,076)	ACCEPTED	($159,076)		
07	Remove concrete seat walls.				($63,477)	ACCEPTED	($63,477)		
08	AC Paving in lieu of concrete, landscaping, etc. in back of school. TBD					POTENTIAL			
09	Replace shade structure with pre-engineered shade structure ROM				($500,000)	REJECTED			($500,000)
10	Eliminate shade structure ROM				($500,000)	REJECTED			($500,000)
11	Remove resin panels at shade structure columns TBD				($345,600)	ACCEPTED	($345,600)		
12	Reprice alternate solution at entry columns				($20,000)	ACCEPTED	($20,000)		
13	Polycarbonate translucent panel in lieu of resin panels at shade structure skylights.				($238,080)	ACCEPTED	($238,080)		
14	Remove metal soffit panels at the shade structure TBD				($128,000)	REJECTED			($128,000)
15	Stainless steel welded guard rail and use hot dip galv at exterior ramp.				($27,400)	REJECTED			($27,400)
ENCLOSURE							($89,525)		
01	Reduce of roof walkpads.				($40,000)	ACCEPTED	($40,000)		
02	Remove fluid-applied weather barrier at soffits.				($49,525)	ACCEPTED	($49,525)		
INTERIOR FINISHES							($57,000)	($36,500)	($687,665)
01	White Calla acoustical ceiling tiles in lieu of colored.				($4,500)	POTENTIAL		($4,500)	
02	Change all acoustic ceiling tile from specified Calla tiles to Certainteed Fine Fissured High NRC tiles.				($32,000)	POTENTIAL		($32,000)	
03	Remove moisture mitigation under resilient flooring.				($57,000)	ACCEPTED	($57,000)		
04	Remove folding door at MPR.				($37,665)	REJECTED			($37,665)
05	Remove kitchen improvements TBD				($650,000)	REJECTED			($650,000)
SPECIALTIES									($95,710)
01	Manual shades in lieu of motorized shades.				($95,710)	REJECTED			($95,710)

Value Engineering Log

Farallone View Elementary School Modernization

#	DESCRIPTION	QTY	UNIT	COST	TOTAL	STATUS	ACCEPTED	POTENTIAL	REJECTED
MEP SYSTEMS							($474,673)	($114,890)	
01	Provide VE lighting package.				($34,000)	ACCEPTED	($34,000)		
02	Substitute lay-in light fixtures to economy grade.				($18,000)	ACCEPTED	($18,000)		
03	Substitute lighting controls to wireless Lutron Vive System.				($28,000)	POTENTIAL		($28,000)	
04	Provide MC cable in lieu of EMT for all branch wiring as allowed by code.				($84,000)	ACCEPTED	($84,000)		
05	Decrease underground low voltage conduits/box sizes. In general, each building to receive (1) 4" and (3) 2" low voltage conduits.				($42,000)	POTENTIAL		($42,000)	
06	Fire Alarm cabling installed "Free Air" above accessible ceiling spaces.				($13,000)	ACCEPTED	($13,000)		
07	Substitute Cat 6 cabling spec.				($9,000)	ACCEPTED	($9,000)		
08	Chain link fencing in lieu of CMU Generator Enclosure TBD				($161,330)	ACCEPTED	($161,330)		
09	Remove Generator from project.				($155,343)	ACCEPTED	($155,343)		
10	Utilize Daikan on all VRF units.				($44,890)	POTENTIAL		($44,890)	
							ACCEPTED	POTENTIAL	REJECTED
					Direct Cost VE Savings		($1,497,902) Include in GMP	($151,390) Included in GMP	($1,952,247)

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

The Allowance Value for an Allowance Item includes the direct cost of labor, materials, equipment, transportation, taxes and insurance associated with the applicable Allowance Item. All other costs, including design fees, Developer's overall project management and general conditions costs, overhead and fee, are deemed to be included in the original Guaranteed Maximum Price, and are not subject to adjustment regardless of the actual amount of the Allowance Item.

The District shall have sole discretion to authorize all expenditures from the Allowances. The District shall process expenditures from the Allowances in the form of an Allowance Expenditure Directive ("AED"). The Allowances are included in the Guaranteed Maximum Price. Any unused Allowance or unused portion thereof shall be deducted from the Cost of the Work pursuant to **Exhibit D** to this Facilities Lease to the benefit of the District.

2.1.5 Miscellaneous Costs

2.1.5.1 Where not included in the General Conditions, and with the prior approval of District, costs of document reproductions (photocopying and blueprinting expenses), long distance telephone call charges, postage, overnight and parcel delivery charges, telephone costs including cellular telephone charges, facsimile or other communication service at the Project site, job photos and progress schedules, and reasonable petty cash expenses of the site office. Developer shall consult with District to determine whether District has any vendor relationships that could reduce the cost of these items and use such vendors whenever possible.

2.1.5.2 Sales, use, gross receipts, local business and similar taxes imposed by a governmental authority that are related to the Work.

2.1.5.3 Fees and assessments for permits, plan checks, licenses and inspections for which Developer is required by the Contract Documents to pay including, but not limited to, permanent utility connection charges, street use permit, street use rental, OSHA permit and sidewalk use permit and fees.

2.1.5.4 Fees of laboratories for tests required by the Contract Documents.

2.1.5.5 Deposits lost for causes other than Developer's or its subcontractors' negligence or failure to fulfill a specific responsibility to the District as set forth in the Contract Documents.

2.1.5.6 Expenses incurred in accordance with Developer's standard personnel policy for relocation and temporary living allowances of personnel required for the Work if approved in advance by District.

2.1.5.7 Where requested by District, costs or expenses incurred by Developer in performing design services for the design-build systems.

2.1.5.8 Other costs incurred in the performance of the Work if, and to the extent, approved in advance by District.

2.1.5.9 Costs due to emergencies incurred in taking action to prevent threatened damage, injury or loss in case of an emergency affecting the safety of persons and/or property.

2.1.5.10 Provided all other eligible costs have been deducted from the contingency and as part of the calculation of amounts due Developer for Final Payment, costs of repairing and correcting damaged or non-conforming Work executed by Developer, Subcontractors or suppliers, providing that such damage or non-conforming Work was not caused by negligence or failure to fulfill a specific responsibility of Developer and only to the extent that the cost of repair or correction is not recovered by Developer from insurance, sureties, Subcontractors or suppliers.

2.1.6 Excluded Costs

The following items are considered general overhead items and shall not be billed to the District:

2.1.6.1 Salaries and other compensation of Developer's personnel stationed at Developer's principal office or offices other than the Project Field Office, except as specifically provided in Subparagraphs 2.1.3.2. and 2.1.3.4.

2.1.6.2 Expenses of Developer's principal office and offices other than the Project Field Office.

2.1.6.3 Overhead and general expenses, except as may be expressly included in this Section 2.

2.1.6.4 Developer's capital expenses, including interest on Developer's capital employed for the Work.

2.1.6.5 Costs that would cause the Guaranteed Maximum Price (as adjusted by Change Order) to be exceeded.

2.1.7 Developer's Fee

Four and one-half percent (4.5%) of the Cost of the Work as described in Sections 2.1.1, 2.1.2, 2.1.3, 2.1.4 and 2.1.5.

2.1.8 Bonds and Insurance

For insurance and bonds required under this Facilities Lease (exclusive of those required by Subcontractors, which costs are included in the subcontract amounts), that portion of insurance and bond premiums which are directly attributable to this Contract, which shall be calculated at a rate of one percent (1%) of the Cost of the Work for insurance, excluding Builder's Risk, and one percent (1%) of the Cost of the Work for payment and performance bonds.

2.1.9 Contingency

2.1.9.1 The Guaranteed Maximum Price includes a Contractor Contingency of three percent (3%) of the Cost of the Work as described in Section 2.1.1, 2.1.2, and 2.1.3 for potential additional construction costs that have not been completely identified as trade specific scope in the GMP setting documents including, but are not limited to scope gap, coordination issues between trades, potential overtime, missed general requirements, and missed scope during the bidding process.

2.1.9.1.1 The Contingency is not intended for such things as design revisions or additional scope.

2.1.9.1.2 The Contingency shall not be used without the agreement of the District.

2.1.9.1.3 The unused portion of the Contingency shall be considered as cost savings and retained by the District at the end of the Project.

2.1.9.2 The Guaranteed Maximum Price includes a District Contingency of five percent (5%) of the Cost of the Work as described in Section 2.1.1, 2.1.2, and 2.1.3 for potential additional construction costs to cover unforeseen conditions, design revisions and/or additional scope requests by the District.

2.1.9.2.1 The Contingency shall not be used without the agreement of the District.

2.1.9.2.2 The unused portion of the Contingency shall be considered as cost savings and retained by the District at the end of the Project

2.2 The Guaranteed Maximum Price will consist of the amounts to be identified in **Attachment 2** to this **Exhibit C**. Except as indicated herein for modifications to the Project approved by the District, Developer will not seek additional compensation from District in excess of Guaranteed Maximum Price. District shall pay the Guaranteed Maximum Price to Developer in the form of Tenant Improvement Payments and Lease Payments as indicated herein.

2.3 Total Payment

In no event shall the cumulative total of the Tenant Improvement Payments and the Loan Amount for the Lease Payments ever exceed the Guaranteed Maximum Price to be defined, as may be modified pursuant to **Exhibit D** to the Facilities Lease.

2.4 Changes to Guaranteed Maximum Price

2.4.1 The Parties acknowledge that the Guaranteed Maximum Price is based on the Construction Documents, including the plans and specifications, as identified in **Exhibit D** to the Facilities Lease.

2.4.2 As indicated in the Facilities Lease, the Parties may add to or remove from the project specific scopes of work. Based on these change(s), the Parties may agree to a reduction or increase in the Guaranteed Maximum Price. If a cost impact of a change is agreed to by the Parties, it shall be paid upon the payment request from Developer for the work that is the subject of the change in accordance with the provisions of **Exhibit D**. The amount of any change to the Guaranteed Maximum Price shall be calculated in accordance with the provisions of **Exhibit D** to this Facilities Lease.

2.4.3 The Parties agree to reduce the Guaranteed Maximum Price for the unused portion of Allowances and/or Contingency, if any.

2.4.4 Cost Savings

Developer shall work cooperatively with Architect, Construction Manager, subcontractors and District, in good faith, to identify appropriate opportunities to reduce the Project costs and promote cost savings. Any identified cost savings from the Guaranteed Maximum Price shall be identified by Developer, and approved in writing by the District. In the event Developer realizes a savings on any aspect of the Project, such savings shall be added to the Contingency and expended consistent with the Contingency. In addition, any portion of Allowance remaining after completion of the Project shall be added to the Contingency. If any cost savings require revisions to the Construction Documents, Developer shall work with the District and Architect with respect to revising the Construction Documents and, if necessary, obtaining the approval of DSA with respect to those revisions. Developer shall be entitled to an adjustment of Contract Time for delay in completion caused by any cost savings adopted by District pursuant to **Exhibit D**, if requested in writing before the approval of the cost savings.

2.4.5 If the District exercises its Purchase Option pursuant to this **Exhibit C**, any reduction in the Guaranteed Maximum Price resulting from that exercise of the Purchase Option, if any, shall be retained in full by the District and shall not be shared with Developer.

3. Tenant Improvement Payments

Prior to the District's taking delivery or occupancy of the Project, the District shall pay to Developer an amount equal to the Guaranteed Maximum Price as modified pursuant to the terms of the Facilities Lease, including **Exhibit C** and **Exhibit D**, less the Loan Amount for the Lease Payments ("Tenant Improvement Payments"). The District shall withhold an amount equal to one-third (1/3) of the Loan Amount as indicated in **Attachment 3** to **Exhibit C** from the last three (3) payments to Developer for its Work on the Project. Otherwise, the Tenant Improvement Payments will be processed based on the amount of Work performed according to Developer's Schedule of Values (**Exhibit G** to the Facilities Lease) and pursuant to the provisions in **Exhibit D** to the Facilities Lease, including withholding for or escrow of retention of five percent (5%) of the Guaranteed Maximum Price. The withholding for the Loan Amount shall be separate from and in addition to withholding for or escrow of retention.

4. Lease Payments

Upon execution of the Memorandum of Commencement Date, the form of which is attached to the Facilities Lease as **Exhibit E**, the District shall commence making lease payments to Developer in accordance with the Schedule attached hereto as **Attachment 3**.

4.1 The Lease Payments shall be consideration for the District's rental, use, and occupancy of the Project and the Project Site and shall be made in monthly installments as indicated in the Schedule of Lease Payments attached hereto as **Attachment 3** for the duration of the lease term of one (1) year, with the first Lease Payment due ninety (90) days after execution of the Memorandum of Commencement Date.

4.2 The District represents that the annual Lease Payment obligation does not surpass the District's annual budget and will not require the District to increase or impose additional taxes or obligations on the public that did not exist prior to the execution of the Facilities Lease.

4.3 Fair Rental Value

District and Developer have agreed and determined that the total Lease Payments constitute adequate consideration for the Facilities Lease and are reasonably equivalent to the fair rental value of the Project. In making such determination, consideration has been given to the obligations of the Parties under the Facilities Lease and Site Lease, the uses and purposes which may be served by the Project and the benefits therefrom which will accrue to the District and the general public.

4.4 Each Lease Payment Constitutes a Current Expense of the District

4.4.1 The District and Developer understand and intend that the obligation of the District to pay Lease Payments and other payments hereunder constitutes a current expense of the District and shall not in any way be construed to be a debt of the District in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by the District, nor shall anything contained herein constitute a pledge of the general tax revenues, funds or moneys of the District.

4.4.2 Lease Payments due hereunder shall be payable only from current funds which are budgeted and appropriated or otherwise made legally available for this purpose. This Facilities Lease shall not create an immediate indebtedness for any aggregate payments that may become due hereunder.

4.4.3 The District covenants to take all necessary actions to include the Lease Payments in each of its final approved annual budgets.

4.4.4 The District further covenants to make all necessary appropriations (including any supplemental appropriations) from any source of legally available funds of the District for the actual amount of Lease Payments that come due and payable during the period covered by each such budget. Developer acknowledges that the District has not pledged the full faith and credit of the District, State of California or any state agency or state department to the payment of Lease Payments or any other payments due hereunder. The

covenants on the part of District contained in this Facilities Lease constitute duties imposed by law and it shall be the duty of each and every public official of the District to take such action and do such things as are required by law in the performance of the official duty of such officials to enable the District to carry out and perform the covenants and agreements in this Facilities Lease agreed to be carried out and performed by the District.

4.4.5 Developer cannot, under any circumstances, accelerate the District's payments under the Facilities Lease.

5. District's Purchase Option

5.1 If the District is not then in uncured Default hereunder, the District shall have the option to purchase not less than all of the Project in its "as-is, where-is" condition and terminate this Facilities Lease and Site Lease by paying the balance of the "Loan Amount" identified in **Attachment 3**, which is exclusive of interest that would have otherwise been owed, as of the date the option is exercised ("Option Price"). Said payment shall be made on or before the date on which the District's lease payment would otherwise be due for that month ("Option Date").

5.2 District shall provide to Developer a written notice no less than ten (10) days prior to the Option Date. The notice will include that District is exercising its option to purchase the Project as set forth above on the Option Date. If the District exercises this option, the District shall pay directly to Developer the Option Price on or prior to the Option Date and Developer shall at that time deliver to District an executed Termination Agreement and Quitclaim Deed in recordable form to terminate this Facilities Lease and the Site Lease. District may record all such documents at District's cost and expense.

5.3 Under no circumstances can the first Option Date be on or before ninety (90) days after Developer completes the Project and the District accepts the Project.

[REMAINDER OF PAGE INTENTIONALLY BLANK; ATTACHMENTS FOLLOW]

ATTACHMENT 1

GENERAL CONDITIONS COSTS

One Million, Three Hundred Seventy-Five Thousand Dollars ($1,375,000 = $220,000.00 + $1,155,000) for full time Superintendent and Project Manager for the Project.

HOURLY RATES
The following agreed to hourly rates will be used as defined in the Facilities Lease Agreement. The Actual Costs for each of the agreed to rates includes all normal and customary payroll paid by the Contractor plus all fringe benefits, taxes and insurances.

	Standard Rate	Overtime Rate
Project Management:		
Project Executive	220	-
Sr. Project Manager	150	-
Project Manager	125	-
Asst. Project Manager	110	-
MPE/BIM Manager	130	-
Project Accountant	92	-
Contract Administrator	92	-
Construction Coordinator	92	-
Certified Payroll	92	-
Intern	40	60
Field Operations:		
General Superintendent	165	-
Sr. Superintendent	142	-
Superintendent	130	-
Asst. Superintendent	110	-
Carpenters	108	126
Water Truck Driver	110	165
Laborers	82	123

ATTACHMENT 2

GUARANTEED MAXIMUM PRICE

See attached.

Farallone View
Elementary School Modernization
Cabrillo Unified School District

Guaranteed Maximum Price #1 (GMP #1)
July 24, 2023

Prepared By CORE Construction

#	Description		Base Price
	GENERAL		**$306,412**
GEN1	Temporary Construction Requirements		$256,012
GEN3	Waste Management & Cleaning Requirements		$50,400
	DEMOLITION / OFF-SITE INFRASTRUCTURE		**$642,104**
3	Hazardous Material Remediation & Selective Demolition		$642,104
	SITE WORK (ROUGH)		**$1,269,983**
7	Survey & Staking		$60,363
8	Earthwork, Utilities & Paving		$1,187,082
12	QSP Services		$22,538
	Subtotal		**$2,218,499**

	CONTINGENCIES & ALLOWANCES		SUB TOTAL
3.0%	LLB Contractor Construction Contingency		$79,776
5.0%	Owner Contingency		$110,925
LS	Allowance: Safe-Off Electrical Systems		$100,000
LS	Allowance: Temporary Relocation of Low Voltage Systems		$150,000
	Subtotal		**$2,659,200**

RATE	GENERAL CONDITIONS		SUB TOTAL
LS	General Conditions - GMP #1		$220,000
	Subtotal		**$2,879,200**

RATE	INSURANCE, BONDS, AND BUILDERS RISK		SUB TOTAL
2.00%	Bonds & Insurance		$53,184
LS	Builders Risk Insurance		$36,342
	Subtotal		**$2,968,726**

RATE	CONTRACTOR'S FEE		SUB TOTAL
4.50%	LLB Contractor Fee		$129,564

	GMP #1 Total
Guaranteed Maximum Price #1 Total	**$3,098,290**

Farallone View
Elementary School Modernization
Cabrillo Unified School District

Guaranteed Maximum Price (GMP) #2
July 26, 2023

Prepared By CORE Construction

#	Description		Base Price	ALTERNATES (NOT INCLUDED IN BASE BID) ALT #1 Valley Gutter
	GENERAL		**$1,020,198**	**$0**
GEN1	Temporary Construction Requirements		$665,398	$0
GEN2	Admin Relocation Allowance		$100,000	$0
GEN3	Waste Management & Cleaning Requirements		$254,800	$0
	DEMOLITION / OFF-SITE INFRASTRUCTURE		**$47,210**	**$0**
3	Temporary Shoring		$47,210	$0
	SITE WORK (FINISH)		**$640,103**	**$0**
16	Landscaping & Irrigation		$346,236	$0
23	Fencing & Gates		$172,405	$0
25	Masonry		$121,462	$0
	STRUCTURE		**$4,028,475**	**$41,604**
30	Concrete		$2,057,808	$41,604
33	Structural Steel & Metal Deck		$766,416	$0
36	Rough Carpentry		$1,204,251	$0
	ENCLOSURE		**$2,664,094**	**$0**
44	Building Insulation		$80,239	$0
45	Metal Roofing & Metal Panels		$399,429	$0
46	Membrane Roofing		$435,520	$0
48	Cement Plaster		$212,797	$0
50	Fiber Cement Siding		$1,085,018	$0
52	Glass & Glazing		$413,426	$0
54	Special Doors		$37,665	$0
	INTERIOR FINISHES		**$2,234,400**	**$0**
56	Doors, Frames, & Hardware		$367,338	$0
59	Casework & Finished Carpentry		$476,223	$0
60	Drywall		$556,365	$0
61	Paint		$140,794	$0
62	Acoustical Treatments		$227,865	$0
64	Tile		$155,794	$0
65	Carpet & Resilient Flooring		$261,708	$0
66	Fluid-Applied Flooring		$26,313	$0
70	Final Clean Service		$22,000	$0
	SPECIALTIES		**$407,480**	**$0**
71	Visual Display Boards		$106,505	$0
72	Building Signage		$45,462	$0
74	Building Specialties		$67,714	$0
78	Flagpoles		$4,500	$0
82	Window Blinds & Shades		$183,299	$0
	EQUIPMENT		**$523,978**	**$0**
85	Food Service Equipment		$391,078	$0
88	Theater & Stage Equipment		$122,228	$0
91	Waste / Recycling Equipment		$10,672	$0
	MEP SYSTEMS		**$6,101,947**	**$0**
97	Fire Suppression System		$608,607	$0
98	Plumbing Systems		$882,736	$0
100	HVAC & Building Controls		$1,856,827	$0
102	Test & Balance		$15,706	$0
103	Electrical & Low Voltage Systems		$2,738,071	$0
	UNIQUE FEATURES OF WORK		**$0**	**$0**
	Subtotal		**$17,667,885**	**$41,604**
	CONTINGENCIES & ALLOWANCES		**SUB TOTAL**	
3.0%	Contractor Construction Contingency		$480,558	$1,325
3.0%	Allowance: DSA Comments		$480,558	$1,248
LS	Allowance: Sealife Floor Tile Mosaic		$30,000	$0
LS	Target Value Engineering Allowance		-$1,649,292	$0
	Subtotal		**$17,009,709**	**$44,177**
RATE	**GENERAL CONDITIONS**		**SUB TOTAL**	**SUB TOTAL**
LS	General Conditions		$1,155,000	**$0**
LS	Warranty		$79,602	**$0**
	Subtotal		**$18,244,311**	**$44,177**
RATE	**INSURANCE, BONDS, AND BUILDERS RISK**		**SUB TOTAL**	**SUB TOTAL**
2.00%	Bonds & Insurance		$340,195	**$884**
LS	Builders Risk Insurance		$351,833	**$751**
	Subtotal		**$18,936,339**	**$45,812**
RATE	**CONTRACTOR'S FEE**		**SUB TOTAL**	**SUB TOTAL**
4.50%	LLB Contractor Fee		$820,994	**$2,062**
	GMP #2 Total		**$19,757,333**	**$47,874**
	OWNER REQUIREMENTS		**SUB TOTAL**	
5.0%	Owner Contingency		$800,930	$2,394
				ALT #1 Valley Gutter
	GMP #2 Total w/ Owner Requirements		**$20,558,263**	**$50,268**

ATTACHMENT 3

SCHEDULE OF LEASE PAYMENTS

Amortization Schedule

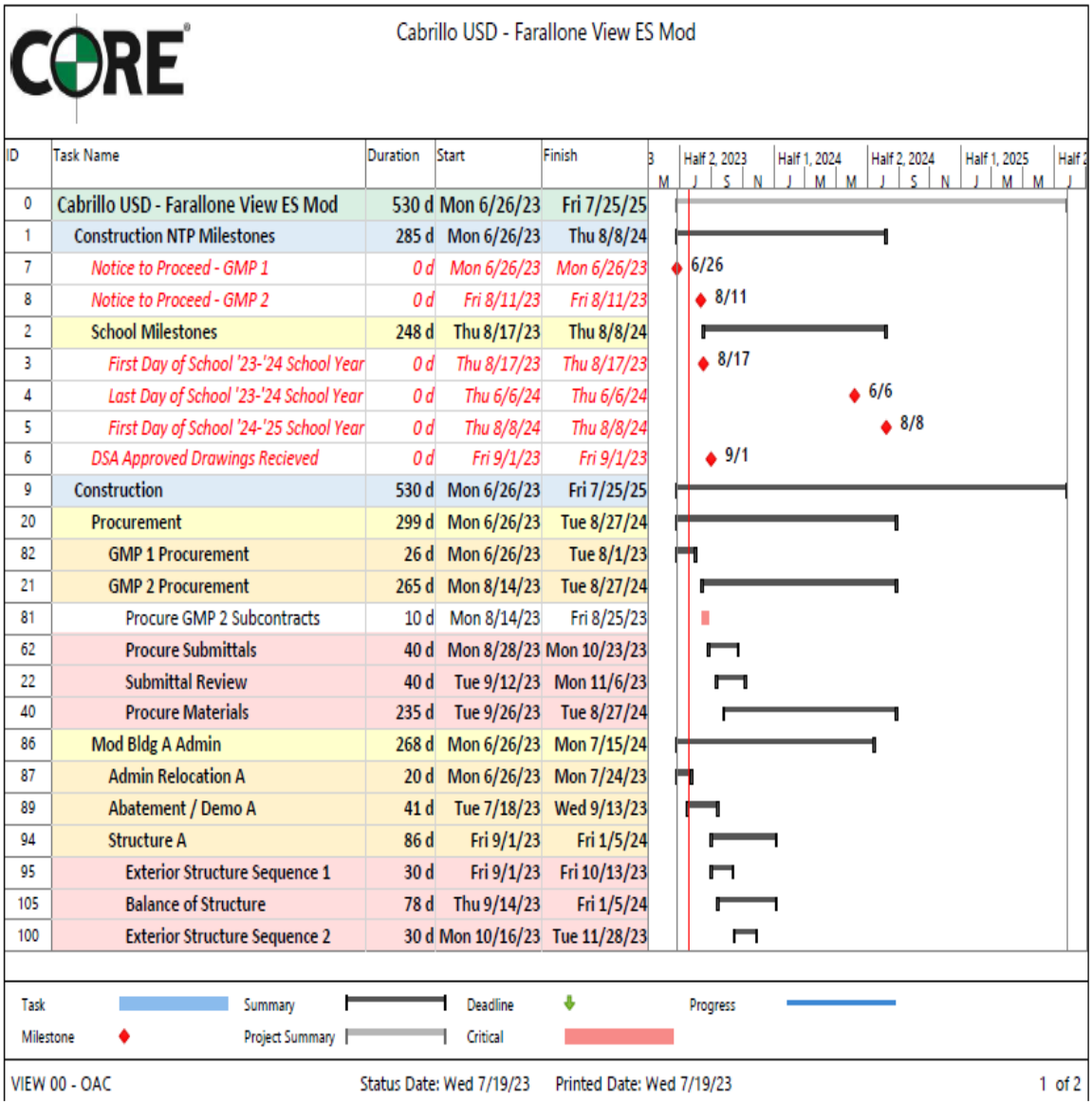
Loan Amount:	$ 545,000
Interest:	8.00% Annual
Term in Months	12.00
Payment Frequency	Monthly

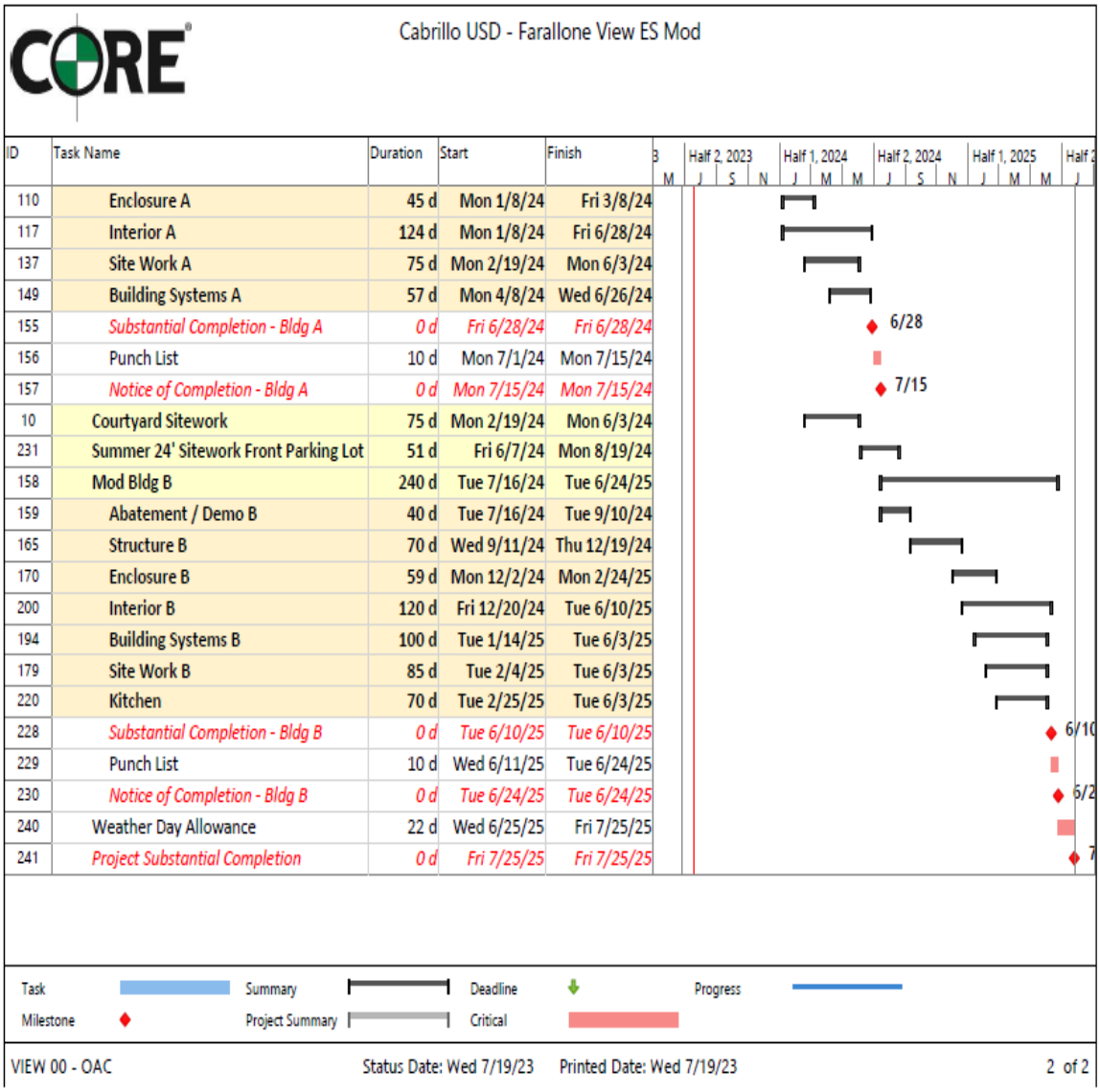
Payment	Monthly Payment	Principal Payment	Interest Payment	Balance
1	$47,408.69	$43,775	$3,633	$501,225
2	$47,408.69	$44,067	$3,341	$457,157
3	$47,408.69	$44,361	$3,048	$412,796
4	$47,408.69	$44,657	$2,752	$368,140
5	$47,408.69	$44,954	$2,454	$323,185
6	$47,408.69	$45,254	$2,155	$277,931
7	$47,408.69	$45,556	$1,853	$232,275
8	$47,408.69	$45,860	$1,549	$186,516
9	$47,408.69	$46,165	$1,243	$140,351
10	$47,408.69	$46,473	$936	$93,878
11	$47,408.69	$46,783	$626	$47,095
12	$47,408.69	$47,095	$314	$0
Totals	**$568,904.28**	**$545,000**	**$23,904.28**	$0

EXHIBIT "2"

EXHIBIT F

CONSTRUCTION SCHEDULE




Cabrillo USD - Farallone View ES Mod
ID
Task Name
Duration
Start
Finish
Half 2, 2023
Half 1, 2024
Half 2, 2024
Half 1, 2025
110 Enclosure A 45 d Mon 1/8/24 Fri 3/8/24
117 Interior A 124 d Mon 1/8/24 Fri 6/28/24
137 Site Work A 75 d Mon 2/19/24 Mon 6/3/24
149 Building Systems A 57 d Mon 4/8/24 Wed 6/26/24
155 Substantial Completion - Bldg A 0 d Fri 6/28/24 Fri 6/28/24
156 Punch List 10 d Mon 7/1/24 Mon 7/15/24
157 Notice of Completion - Bldg A 0 d Mon 7/15/24 Mon 7/15/24
10 Courtyard Sitework 75 d Mon 2/19/24 Mon 6/3/24
231 Summer 24' Sitework Front Parking Lot 51 d Fri 6/7/24 Mon 8/19/24
158 Mod Bldg B 240 d Tue 7/16/24 Tue 6/24/25
159 Abatement / Demo B 40 d Tue 7/16/24 Tue 9/10/24
165 Structure B 70 d Wed 9/11/24 Thu 12/19/24
170 Enclosure B 59 d Mon 12/2/24 Mon 2/24/25
200 Interior B 120 d Fri 12/20/24 Tue 6/10/25
194 Building Systems B 100 d Tue 1/14/25 Tue 6/3/25
179 Site Work B 85 d Tue 2/4/25 Tue 6/3/25
220 Kitchen 70 d Tue 2/25/25 Tue 6/3/25
228 Substantial Completion - Bldg B 0 d Tue 6/10/25 Tue 6/10/25
229 Punch List 10 d Wed 6/11/25 Tue 6/24/25
230 Notice of Completion - Bldg B 0 d Tue 6/24/25 Tue 6/24/25
240 Weather Day Allowance 22 d Wed 6/25/25 Fri 7/25/25
241 Project Substantial Completion 0 d Fri 7/25/25 Fri 7/25/25
6/28
7/15
6/10
Task
Summary
Deadline
Progress
Milestone
Project Summary
Critical
VIEW 00 - OAC
Status Date: Wed 7/19/23
Printed Date: Wed 7/19/23
2 of 2

11641 Blocker Dr, #200
Auburn, CA 95603

T 530.883.8250

FARALLONE VIEW ELEMENTARY SCHOOL MODERNIZATION
CABRILLO UNIFIED SCHOOL DISTRICT

Total Guaranteed Maximum Price (GMP) for Construction Breakdown

GMP#1 Value

• Direct Costs	$2,218,499
• Contractor Contingencies	$329,776
• LLB Contractor Costs	$439,090
• Owner Contingency	$110,925
SUBTOTAL	**$3,098,290**

GMP#2 Value

• Direct Costs	$17,667,885
• Target Value Engineering	($1,649,292)
• Contractor Contingencies	$510,558
• LLB Contractor Costs	$2,747,624
• DSA Design Contingency	$480,558
• Owner Contingency	$800,930 (not included in previous projection)
SUBTOTAL	**$20,558,263**

TOTAL ESTIMATED VALUE	**$23,656,553**

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Sean McPhetridge, Ed.D.

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: August 10, 2023
TO: Members of the Governing Board
FROM: J Jesús Contreras, Ed.D., Deputy Superintendent of Business Services
CATEGORY: Presentation/Information
ITEM TITLE: CUSD Bond Program Update

BACKGROUND INFORMATION

On June 5, 2012, Cabrillo USD (CUSD) voters approved Measure S, an $81,000,000 bond authorization for acquiring, constructing, improving, furnishing, and equipping School Facilities.

On June 5, 2018, CUSD voters approved Measure M, a $99,000,000 bond authorization, for updating classrooms and science labs, essential safety repairs, fixing leaky roofs, equipping classrooms with technology, replacing/repairing heating and plumbing, and constructing and equipping classrooms.

Staff presents to the CUSD Governing Board an update of Bond funded projects across the CUSD district.

FISCAL ANALYSIS

Projects are funded through the CUSD Bond Program funds (Fund 21) and will not affect the CUSD General Fund.

RECOMMENDATION

This presentation is for information purposes only.

CABRILLO UNIFIED SCHOOL DISTRICT

Every Student, Every Day!

CUSD Bond Program Update
Measures M and S

August 10, 2023

2012 Measure S (June 2012) & Measure M (June 2018)

On June 5, 2012, Cabrillo USD (CUSD) voters approved **Measure S**, an **$81,000,000** bond authorization for the acquisition, **construction, improvement, furnishing, and equipping of school facilities**.

On June 5, 2018, CUSD voters approved **Measure M**, a **$99,000,000** bond authorization, for **updating of classrooms** and science **labs**, essential **safety repairs**, fixing **leaky roofs**, equipping classrooms with **technology**, **replacing/repairing heating and plumbing**, and **constructing and equipping classrooms**

Anticipated CUSD Projects Budget

PROJECTS	Farallone View	El Granada	Other CUSD Projects	Totals
Phase 1 & Phase 2	$ 23,408,750.00			
Phase 1 (7 Classrooms)		$ 25,871,931.00		
Modernization (Phase 2)		$ 20,062,589.00		
Roofs, HMBHS, Maint.			$ 7,916,782.00	
Totals	**$ 23,408,750.00**	**$ 45,934,520.00**	**$ 7,916,782.00**	**$ 77,260,052.00**
Available for ALL Bond Projects: EGE, FV, HMBHS, and Others			$	77,260,052.00

Summary of CUSD Bond Program Projects

- HMBHS School Roofing
- HMBHS School Parking Repaving
- HMBHS Ag Farm Expansion – Grants and Bond
- Early Education Complex / Playground at Hatch – Grants and Bond
- Expanded Learning Opportunities Program (ELOP) – Grants and Bond
- Hatch Elem. Solar System Installation
- Hatch Elem. Library Roof
- Cunha Solar Upgrade
- Cunha Parking Lot & Playground Refinish
- Cunha Ag Farm Development and Improvements Grants and Bond
- Cunha Security Fences and Gates
- Cunha Library Wall Repairs
- El Granada Elem. Modular Refurbish
- El Granada Elem. Playground and Bike Path
- **Farallone View Elem. Modernization**
- **El Granada Elem. Modernization**

HMBHS Roofs Replacement

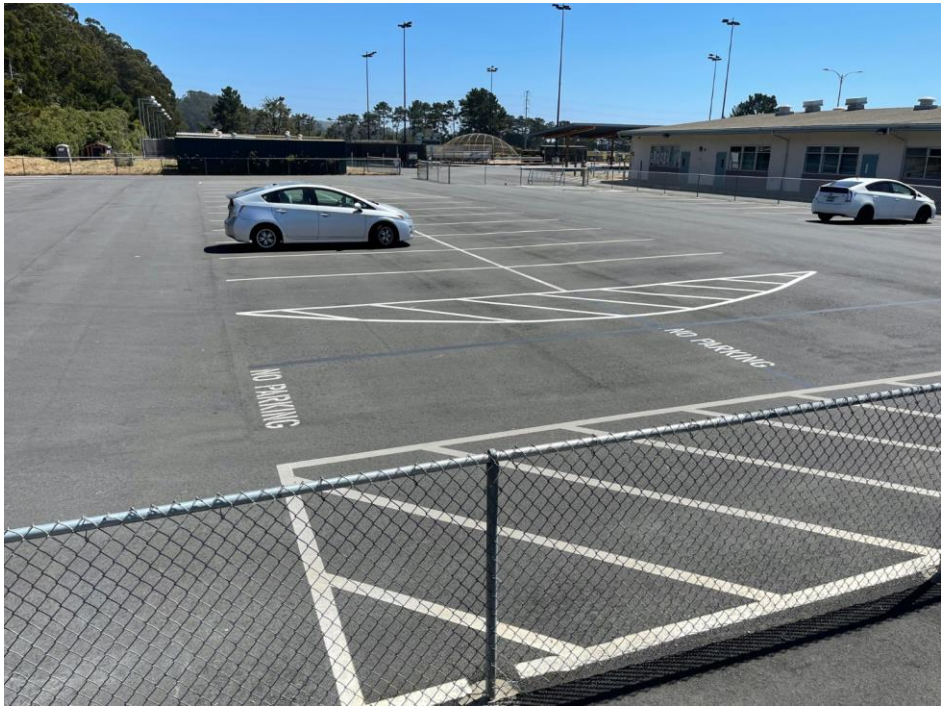
Before



Now



HMBHS Parking Repaving





HMBHS Ag Farm
Wet Lab and Expansion







Early Learning Complex & Expanded Learning Opportunities (ELOP)







Solar Installation at Hatch Elementary





Hatch Library Roof Replacement





Cunha Solar System Upgrade







Cunha Parking Lot & Playground Refinish

Before



After









Cunha Ag Farm Development and Improvements





Cunha Security Fences & Gates

Before



After







Cunha Library Wall Repairs

West Wall Before (with leaks)



After (leaks repaired)



El Granada Modular Refurbish and ".5" Complex Building















CABRILLO UNIFIED SCHOOL DISTRICT
Every Student, Every Day!

El Granada Playground and Bike Path in Coordination with the County of San Mateo





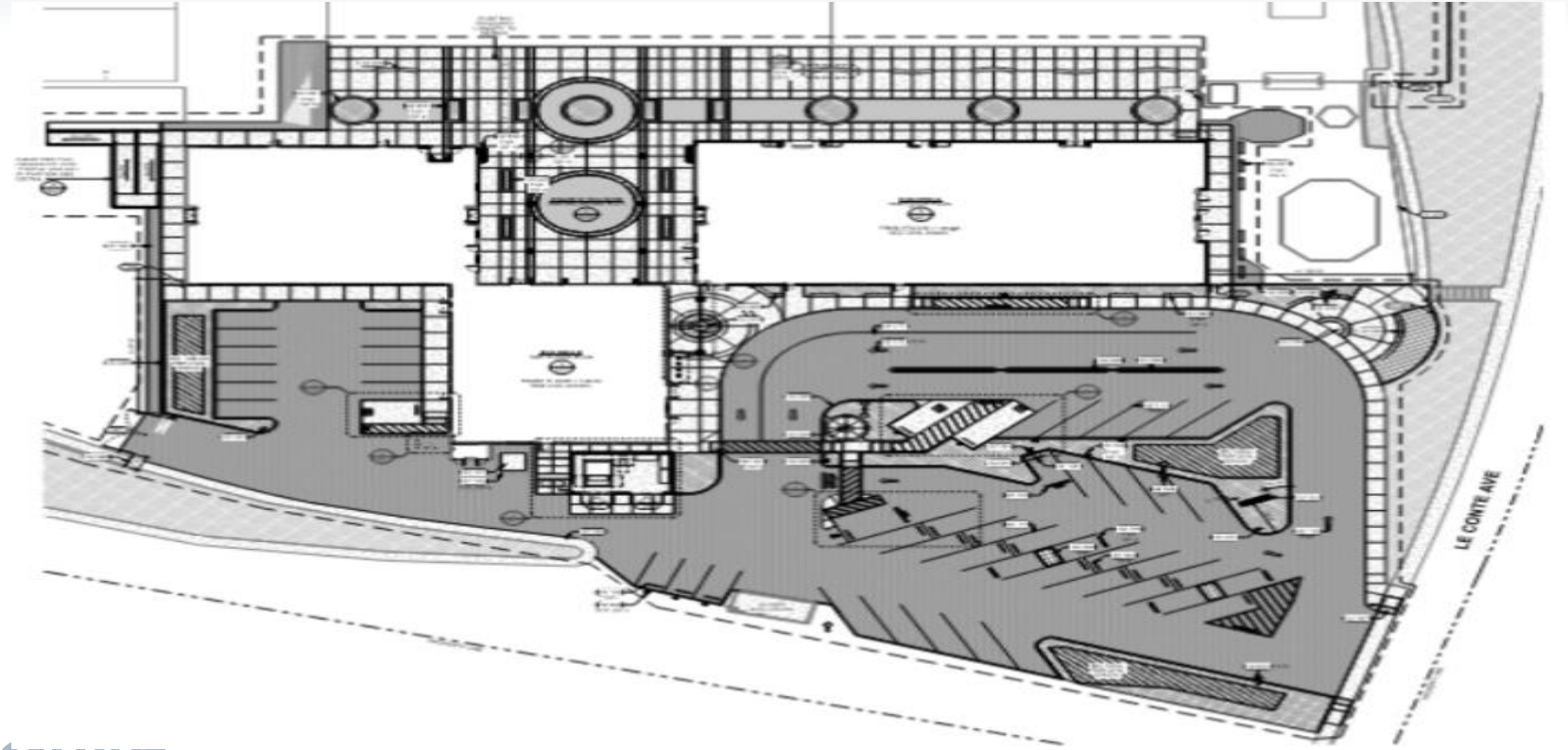
Farallone View Elementary

- Construction Firm: CORE West
- Architects Firm: Studio W
- Status: Expecting DSA Approval
  - > Building A Modernization
  - > Building B and MU Modernization
  - > CEQA Past 35-Day Waiting Period = Exception
- No Coastal Development Permit Required

El Granada Elementary

- Construction Firm: Rodan Builders
- Architects: Quattrocchi Kwok Architects (QKA)
- Status: Expecting DSA Approval
  - > Building 0.5 Complex
  - > Constructing New Building – Seven Classrooms
  - > Modernizing all other buildings
- CEQA and Coastal Development Permit – **In Process**

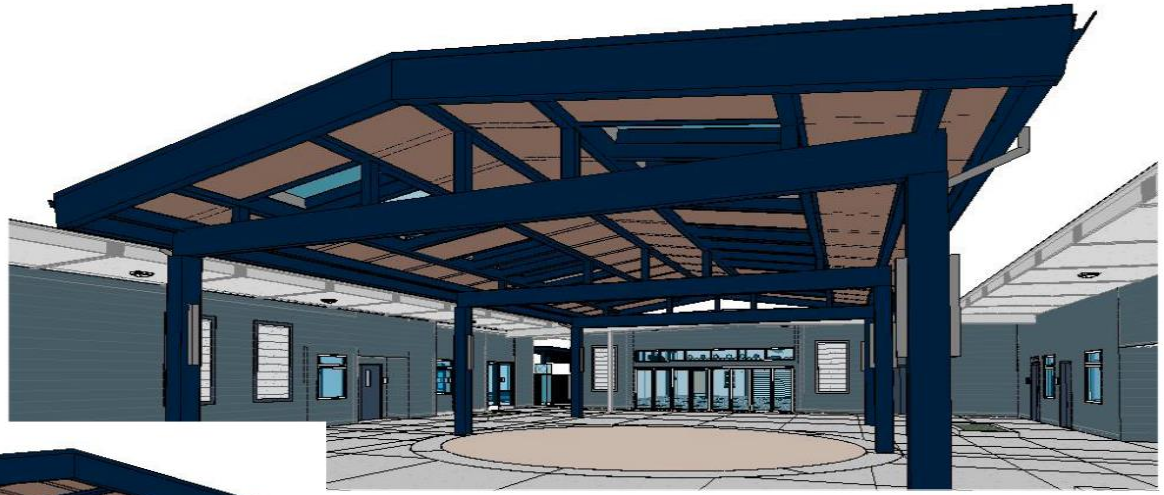
Farallone View Elementary Modernization



Farallone View Value Engineering

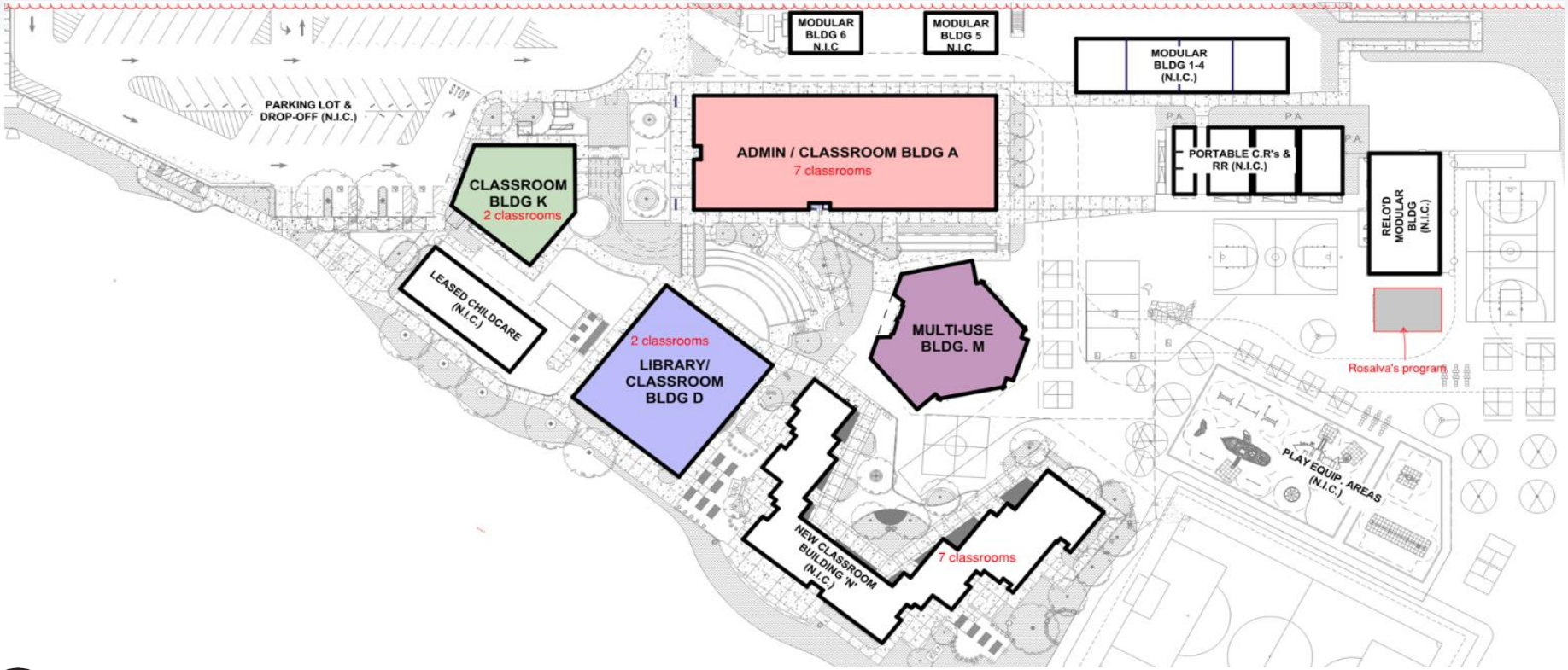
SHADE STRUCTURE REDESIGN

- Reduced roof overhang to be 5'-0" minimum from adjacent roof outlines
- Removed decorative wall panels around columns
- Reduced height of structure by 5'-0"
- Maintained skylights
- Maintained metal wood-look soffit
- Maintained lighting





El Granada Elementary Modernization

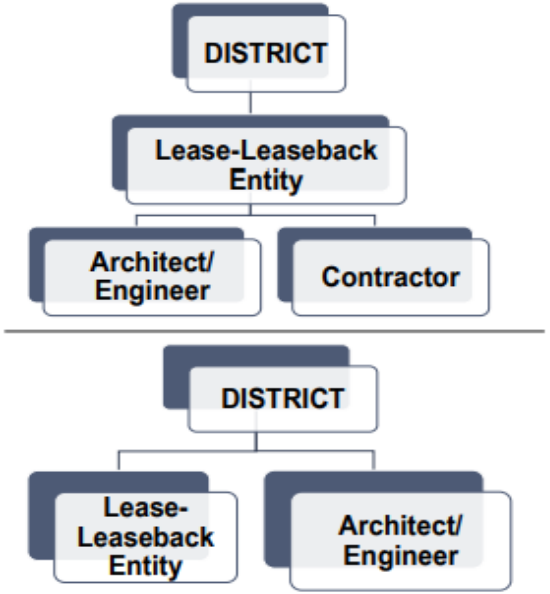


Project Delivery Method

25 Project Delivery Methods

- Lease-leaseback
  - Used when a school owns property and leases it at a nominal amount to an entity, typically a contractor, that will construct the project
  - Once the project is constructed, it is leased back to the district and, at the end of the lease, the building becomes the property of the school district
  - Based on best value, which can be a combination of price and value as determined by the district
  - Issued through an RFP that is evaluated and scored based on identified criteria
  - Requires prequalification of contractors

Reference: Education Code Section (EC §) 17406—school district; EC § 81335—community college district



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Comprehensive Approval Process

18 Project Approvals

CEQA
The California Environmental Quality Act (CEQA) requires public agencies to consider the potential environmental impacts of a project

DTSC
The Department of Toxic Substances Control (DTSC) regulates hazardous waste and cleanup of existing contamination

CDE (Site and plan approval)[1]
- Title 5 (California Code of Regulations), size, safety, proximity to airports and pipelines, noise, traffic, etc.
- Not required when using exclusively local funds, but strongly recommended



Locals
Local planning, zoning, and building enforcement agencies
- If not subject to or not submitting to the DSA
  - Certain off-site improvements (e.g., sidewalks and bus drop off)

OPSC
Provides funding grants for the acquisition of school sites, construction of new facilities, and the modernization of existing facilities

DSA
- Provides design and construction oversight
- Reviews for compliance with structural, fire/life safety, and accessibility requirements per Title 24

[1]See the CDE School Site Selection and Approval Guide—
https://www.cde.ca.gov/ls/fa/sf/schoolsiteguide.asp

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CUSD Bond Program Legal Authority

- Governing Board: Approves Project Designs and Cost
- Superintendent: Ensures CUSD Staff Executes Projects
- Citizens Oversight Committee: Ensures Bond Proceeds are spent only on projects listed in the *Bond Project List*
- Independent Annual Financial Audit: Ensures Bond Proceeds are spent on authorized projects.

Questions?

Thank you!