

GLENDALE UNIFIED SCHOOL DISTRICT  
223 North Jackson Street  
Glendale, California 91206  
(818) 241-3111

**BOARD OF EDUCATION**  
**AGENDA**

April 4, 2023  
Meeting No. 17  
Regular Meeting

**GLENDALE UNIFIED SCHOOL DISTRICT  
223 North Jackson Street  
Glendale, California 91206  
(818) 241-3111**

**BOARD OF EDUCATION MEETING NO. 17  
Administration Center**

**April 4, 2023**

*“Preparing our students for their future.”*

*“Excelling Together with Endless  
Pathways for Success.”*

<b>Please Note Times</b>	
<b>5:00 P.M. -</b>	<b>Opening, Acknowledgements and Recognitions Presentations Student Board Member Report Public Communications</b>
	<b>Closed Session</b>
<b>7:30 P.M. -</b>	<b>Regular Meeting Superintendent’s Updates Information, Action, Consent Calendar, Reports</b>

In accordance with the Americans with Disabilities Act (ADA) the District will provide accommodations, with reasonable advanced notice, for any individual with a disability needing to participate in the Board Meeting and/or access the information herein. Please contact the Glendale Unified School District Public Information Office to request such accommodation. In accordance with the Brown Act revisions; public records relating to a Board meeting agenda item that are distributed to at least a majority of Board members less than 72 hours before a regular meeting, may be inspected by the public at the District administrative offices during regular business hours (8:00 a.m. to 4:00 p.m.).

**AGENDA**

**ITEM**

**PAGE**

**A. OPENING – 5:00 P.M.**

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance led by Emiliya Isagholian, a 12<sup>th</sup> grade student at Clark Magnet High School**
- 3. Certification of Compliance**

To accommodate the requirement of Government Code Section 54954.2 in accordance with the Brown Act revisions, the agenda for the meeting was posted on bulletin boards in the Administration Center and the Glendale Unified School District website 72 hours prior to this meeting.

- 4. Approval of Agenda Order**

**B. ACKNOWLEDGEMENTS AND RECOGNITIONS**

**1. Glendale Educational Foundation – First Annual Student Grant Program**

The Board of Education would like to recognize the students that were selected to receive funding for their projects in the first annual GEF Student Grant Program. 55 applications were submitted and 18 projects were selected for funding.

**2. 2023 Scholastic Bowl Essay Winners**

The Board of Education wishes to recognize Crescenta Valley High School as the winning team of the District's 2023 High School Scholastic Bowl Essay Competition.

**3. 2023 Scholastic Bowl Champions**

The Board of Education wishes to recognize Glendale High School as the winning team of the District's 2023 High School Scholastic Bowl. The annual competition, now in its 33rd year, engages teams from Clark Magnet, Crescenta Valley, Glendale, and Hoover High Schools. This year's Scholastic Bowl was held at Glendale High School. The Glendale High School Team answered the most questions correctly from the five content areas: Science, Mathematics, Social Science, Fine Arts and Language Arts, with a final winning score of 78 points.

**C. PRESENTATIONS**

**1. Recognizing April as Armenian American Heritage Month in GUSD**

The Board of Education is proud to recognize April as Armenian-American Heritage Month. This is a special opportunity for students, employees, families, and community members to learn about Armenian culture, traditions, and heritage, and celebrate the many contributions Armenians have made to our country and our community.

**2. Glendale Unified Adelante Latinos**

In March and April, Glendale Unified proudly celebrates the legacies of Cesar Chavez and Dolores Huerta, two visionary civil rights activists, labor leaders, and fierce advocates for children. As we recognize Cesar Chavez Day and Dolores Huerta Day, the Board of Education invites representatives from GUSD Adelante Latinos to share the many ways the organization supports and advocates for Hispanic and Latinx youth in our community.

**D. STUDENT BOARD MEMBER REPORT**

- 1.** Student Board Member Melinda Khechumyan will report on activities and events happening at the schools around the District.

**E. COMMUNICATIONS FROM THE PUBLIC**

1. **ADDRESSING THE BOARD OF EDUCATION** – An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction. Instructions for public communication are included below. Not more than five minutes may be allotted to each speaker and no more than 20 minutes to each subject, except by unanimous consent of the Board of Education. A speaker's allotted time cannot be deferred to another speaker. Board Members may question the speaker but there will be no debate or decision. The Superintendent may refer the matter to the proper department for review. A student's parent/guardian, or a student if age 18 or older, may request that the minutes exclude the student's directory information, as defined in Education Code 49061, or a parent/guardians' personal information, as defined in Education Code 49073.2. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. Glendale Unified School District will provide accommodations, with reasonable advance notice, for any individual with a disability or any individual requiring translation needing to address the Board of Education during Public Communication. Please contact the Glendale Unified Public Information Office at (818) 241-3111 x1218 or publicinfo@gusd.net at least 24 hours before the start of the meeting to request.

Instructions for Public Communication

1. Visitors wishing to speak during public communication should complete a comment card and select if they wish to address the Board regarding a specific agenda item/subject or a non-agenda item.
2. Comment cards for public communication will be available outside of the District office board room shortly before the start of the public meeting.
3. Face masks are strongly recommended for all visitors, including individuals speaking during public communication.
4. After a speaker completes their public comment or if the time allotted has been reached, the speaker will be asked to return to their seat.
5. Comment cards will be accepted from shortly before the Board meeting begins until the close of the public communication agenda item.

**F. CLOSED SESSION**

1. **Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957**
2. **Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957**
3. **Conference with Labor Negotiators pursuant to Government Code § 54954.5**

**Agency designated representatives: Dr. Darneika Watson and Mr. David Greco,  
Employee organization: Glendale Teachers Association and California School  
Employees Association-Glendale Chapter No. 3**

4. **Conference with Legal Counsel – Anticipated litigations – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section §54956.9: potential litigations**
5. **Conference with Legal Counsel – Anticipated litigation**

**Initiation of litigation pursuant to Paragraph (4) of Subdivision (d) of Government  
Code § 54956.9: Consideration of One (1) Potential Case—Social Media  
Adolescent Addiction/Personal Products Liability Litigation (Social Media  
Litigation)**



**G. RETURN TO REGULAR MEETING – 7:30 P.M.**

**H. SUPERINTENDENT’S UPDATES**

1. **School Safety**
2. **Full Day Kindergarten**
3. **Diversity, Equity and Inclusion**

**I. INFORMATION**

1. **Proposed Board of Education Schedule for 2023-2024** **12**

A proposed Board of Education meeting schedule for the 2023-24 school year is presented for the Board to review and comment. Board of Education meetings are held at the Administration Center, 223 N. Jackson Street.
2. **Inclusion of an Armenian Checkbox on the 2030 U.S. Census** **13**

This report provides an opportunity for the Board to consider a support letter to the Office of Management and Budget to add Armenian as a subgroup to the new MENA (Middle Eastern and North African) category for the 2030 U.S. Census.
3. **Proposed Revisions to Board Policy 9150 - Student Board Member** **15**

Proposed revisions to Board Policy 9150 (Student Board Member) are presented to the Board of Education for review as recommended by members of the Board of Education and the Student Board Member. Revisions include added language related to equal representation from all five high schools, representation of the diversity present amongst the overall high school population, and alignment with new LCAP requirements.
4. **GTA Proposal for 2022-2023 Re-opener Contract Negotiations** **20**

The Board of Education received the attached Proposal for 2022-2023 Re-opener Contract Negotiations on March 20, 2023. Receipt of this proposal moves the bargaining process forward between the Glendale Teachers Association and the Glendale Unified School District.
5. **Proposed Secondary Summer School Programs for 2023** **22**

This informational report provides the Board of Education with an overview of the planned summer school programs for credit recovery and acceleration for Summer 2023.
6. **Proposed Adoption of Curriculum for Middle and High School Emerging ELD Courses** **25**

This report will provide the Board of Education with information and the process followed for the recommendation to adopt new curriculum for middle and high school Emerging ELD courses.

**I. INFORMATION-continued**

**7. Acknowledgements of Service 28**

The resignations and retirements of the employees listed have been accepted by the Chief Human Resources and Operations Officer/Director of Classified Personnel, as effective and final per Board Policy 4117.1/4217.1/4317.1 and 4117.2/4217.2/4317.2, and are being reported to the Board of Education for information only – no action required.

**J. ACTION**

**1. Resolution No. 23 - Proclaiming April 2023 as Armenian American Heritage Month 30**

The Superintendent recommends that the Board of Education adopt Resolution No. 23 – Proclaiming April 2023 as Armenian American Heritage Month.

**2. Approval of the Tentative Agreement with Glendale Teachers Association (GTA) and AB1200 Disclosure of Costs and Approval of Attendance Calendars for 2023-2024, 2024-2025, and 2025-2026 32**

The Superintendent recommends that the Board of Education approve the attached Tentative Agreement between the Glendale Unified School District (GUSD) and the GTA dated February 28, 2023, including the CDCC Attendance Calendar for 2023-2024 and all Attendance Calendars for 2024-2025 and 2025-2026, and the associated AB1200 Disclosure of Costs Associated with Adjustments to Employee Compensation.

**3. Approval of the Wage Increase with Glendale Schools Management Association (GSMA) 101**

The Superintendent recommends that the Board of Education approve the wage increase with GSMA in accordance with Board of Education policy.

**4. Approval of the Wage Increase with California School Employees Association (CSEA) 102**

The Superintendent recommends that the Board of Education approve the wage increase with CSEA in accordance with Board of Education policy.

**5. Approval of Additional Non-Public School Master Contract 103**

The Superintendent recommends that the Board of Education approve the Master Contract between Glendale Unified School District and the Casa Pacifica Centers for Children and Families, a State-certified non-public school and residential treatment center (RTC).

**6. Authorize GUSD to Purchase Network Infrastructure Equipment from AMS.net using the SPURR Contract 104**

The Superintendent recommends that the Board of Education authorize the District to purchase network infrastructure equipment from AMS.net in the amount not to exceed \$1,119,083.64, paid from Measure S funds.

**J. ACTION-continued**

**7. Award of Bid No. 240-23/24 for Playground Installation at College View School 106**

The Superintendent recommends that the Board of Education award Bid No. 240-23/24 for the playground installation project at College View School to AMB Group, Inc. in the amount \$81,350.00 funded by GEF Funds.

**8. Approval of Change Order No. 1 to Bid No. 236-21/22 with JB Bostick Co. Inc. for Asphalt Projects at Three (3) District Sites and Notice of Completion 107**

The Superintendent recommends that the Board of Education approve Change Order No. 1 to Bid No. 236-21/22 with JB Bostick Company, Inc. for asphalt projects at three (3) District sites in the amount of \$45,765.72 and Notice of Completion, funded by Measure S funds.

**9. Approval of Amendment No. 1 to Project Authorization No. 001 with DC Architects Professional Architectural Services at the Glenoaks Elementary School New Modular Classroom Building Construction Project 110**

The Superintendent recommends that the Board of Education approve Amendment No. 1 to Project Authorization No. 001 with DC Architects for architectural services at the Glenoaks Elementary School new modular classroom building project for a decrease of \$4,098.21, funded by Measure S funds.

**K. CONSENT CALENDAR**

All items under Consent Calendar are considered to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Calendar at the request of any Board Member and placed under Action.

**1. Minutes 115**

The Superintendent recommends that the Board of Education approve the Minutes, as listed:

- a. Regular Meeting No. 15 March 7, 2023
- b. Special Meeting No. 16 March 28, 2023

**2. Certificated Personnel Report No. 12 126**

The certificated report recommends approval of the following:

Maternity leaves of absence, extension of maternity leaves of absence, a child care leave of absence, parental leaves of absence, health leaves of absence, extension of health leaves of absence, family & medical leaves of absence, extension of family & medical leaves of absence, additional assignments, a change of management position, elections, terminations - exhaustion of benefits, elections hourly/daily, a transportation authorization, revision to previous personnel reports, personal services agreements and conference/workshop/meeting authorizations.

**K. CONSENT-continued**

- 3. Classified Personnel Report No. 12 163**
- The classified report recommends approval of the following:
- Medical leave of absence; extension of medical leave of absence; intermittent family health care leave; family & medical leave of absence; election from eligibility list; reclassification; termination – exhaustion of benefits; additional assignments; change of assignments; revisions to previous board report; election of classified hourly substitutes; election of classified/non classified hourly substitutes; and personal services agreements.
- 4. Warrants 180**
- The Superintendent recommends that the Board of Education approve Warrants totaling \$19,547,964.58 for February 1, 2023 through March 29, 2023.
- 5. Purchase Orders 186**
- The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$6,757,878.80 for the period of February 1, 2023 through March 17, 2023.
- 6. Appropriation Transfer and Budget Revision Report 217**
- Budget revisions and transfers reflect changes to existing budget appropriations necessitated by increases or decreases to previously established income and expenditure accounts. The Education Code requires Board of Education approval of all budget.
- 7. Approval of Comprehensive School Safety Plans for 2023-2024 School Year 222**
- The Superintendent recommends that the Board of Education approve the Comprehensive School Safety Plans for all GUSD campuses for the 2023-2024 school year per California Education Code sections 32280-32289.
- 8. Authorization to Dispose of Surplus Property 223**
- The Superintendent recommends that the Board of Education declare a point of sale computer located at the Nutrition Services as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.
- 9. Final Expenditure Reports and Project Closeout of Various Projects 225**
- The Superintendent recommends that the Board of Education approve the Final Expenditure Reports and Project Closeout of various Measure S and Capital projects.
- 10. Approval of the Services Agreement between Glendale Unified School District and The Southern California Learning Corporation, dba Sylvan Learning Center 227**
- The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District, on behalf of R.D. White Elementary School, and The Southern California Learning Corporation, dba Sylvan Learning Center in the amount of \$17,952 to provide tutoring and instructional services for at-risk students.

**K. CONSENT-continued**

- 11. Approval of the School Plan for Student Achievement (SPSAs) 247**
- The Superintendent recommends that the Board of Education approve the 2022-2023 School Plan for Student Achievement (SPSA) for schools participating in one or more state/federal programs.
- 12. Quarterly Uniform Complaint Report Summary, Williams Settlement Legislation 249**
- The Superintendent recommends that the Board of Education approve the submission of the Quarterly Uniform Complaint Report Summary, as mandated under the Williams Court Case Settlement, to the Superintendent of the Los Angeles County Office of Education.
- 13. Acceptance of the Individuals with Disabilities Education Act, Part B, Section 611 Grant for Foothill SELPA 252**
- The Superintendent recommends that the Board of Education accept grant funds from the California Department of Education in the amount of \$8,820,032 for the 2022-2023 Individuals with Disabilities Education Act, Part B, Section 611 for Local Assistance Entitlements grant to support the expense of educating identified students with disabilities.
- 14. Acceptance of the Individuals with Disabilities Education Act, Part B, Section 619 Federal Preschool Staff Development Grant for Foothill SELPA 254**
- The Superintendent recommends that the Board of Education accept grant funds from the California Department of Education in the amount of \$2,692 for the 2021-2022 Individuals with Disabilities Education Act, Part B, Section 619 to provide opportunities for preschool staff development through Foothill SELPA.
- 15. Approval of Services Agreement between Glendale Unified School District and Nest Speech & Language Therapy, APC 256**
- The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Nest Speech & Language Therapy, APC in an amount not to exceed \$44,000 for providing contracted service providers to meet the needs of students.
- 16. Approval of Additional Services Agreement between Glendale Unified School District and Sign Up Interpreting Services, LLC 276**
- The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Sign Up Interpreting Services, LLC not to exceed \$30,000 for providing contracted service providers to meet the needs of students.
- 17. Approval of New Basic Textbook for Use in High Schools in the Area of History-Social Science 296**
- The Superintendent recommends that the Board of Education approve new basic textbook (AP Human Geography, A Spatial Perspective, AP Edition) for use in high schools in the area of History-Social Science.

**K. CONSENT-continued**

- 18. Approval of Modified Course of Study Outline for Use in High Schools in the Area of Career & Technical Education 298**
- The Superintendent recommends that the Board of Education approve modified course of study outline (Design 3-4 Honors) for use in high schools in the area of Career & Technical Education.
- 19. Approval of Revisions to Board Policy 5145.9 - Hate Speech and Hate-Motivated Conduct 311**
- The Superintendent recommends that the Board of Education approve revisions to Board Policy (BP) 5145.9 (Hate Speech and Hate-Motivated Conduct) to include parent/guardian notification of incidents of hate speech and hate-motivated behavior for both the victim and student who perpetrated the act and additional clarification on how this policy applies to expression on social media and conduct in the community. Language has also been amended regarding allowable reasons to suspend a student.
- 20. Approval of Revisions to Board Policies Relating to Business and Noninstructional Operations; Students; and Instruction 317**
- The Superintendent recommends that the Board of Education approve revisions to Board Policies (BP) 3250 (Transportation Fees); BP 5148.2 (Before/After School Programs); BP 5148.3 (Preschool/Early Childhood Education); and BP 6164.2 (Guidance/Counseling) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.
- 21. Approval of Services Agreement with Diligent Community 333**
- The Superintendent recommends that the Board of Education approve the services agreement with Diligent Community to provide a cloud-based solution that assists public education with agenda and meeting management in the amount of \$15,000.00
- 22. Approval of Services Agreement with Target River 352**
- The Superintendent recommends that the Board of Education approve the services agreement with Target River to provide a marketing campaign targeting Transitional Kindergarten enrollment in the amount of \$29,632.00.
- 23. Approval of Community Partnership with GUSD and YMCA of Glendale for Child Care 375**
- The Superintendent recommends that the Board of Education enter into a local agreement with the YMCA of Glendale to provide child care on campus at Glenoaks Elementary School for the 2023-2024 school year.
- 24. Approval of Community Partnership with GUSD and YMCA of the Foothills for Child Care 391**
- The Superintendent recommends that the Board of Education enter into a local agreement with the YMCA of the Foothills to provide child care on campus at Monte Vista Elementary School for the 2023-2024 school year.

**K. CONSENT-continued**

**25. Acceptance of DonorsChoose Award for Mountain Avenue Elementary School 407**

The Superintendent recommends that the Board of Education accept funding from DonorsChoose in the amount of \$276.07 to support a project submitted by Mountain Avenue Elementary School

**26. Acceptance of DonorsChoose Award for Wilson Middle School 409**

The Superintendent recommends that the Board of Education accept funding from DonorsChoose in the amount of \$486.00 to support a project submitted by Wilson Middle School.

**27. Acceptance of Gifts 411**

The Superintendent recommends that gifts to the District be accepted and that letters of appreciation be written to the donors.

**L. REPORTS AND CORRESPONDENCE**

**1. Board**

**2. Superintendent**

**M. ADJOURNMENT**

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION REPORT NO. 1

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED IN: Office of the Superintendent  
**SUBJECT: Proposed Board of Education Schedule for 2023-2024**

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A proposed Board of Education meeting schedule for the 2023-24 school year is presented for the Board to review and comment. Board of Education meetings are held at the Administration Center, 223 N. Jackson Street, unless otherwise noted on the agenda.

2023

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July 11 (*Reorganizational meeting*)

August 8  
(*School begins August 16*)

September 12, 26

October 10 (Note: Student Voice Panel, October 24)

November 14  
(*Thanksgiving recess, Nov. 20-24*)

December 12  
(*Winter recess: December 22-January 6*)

2024

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January 16

February 13 (Note: Student Voice Panel, February 27)

March 12  
(*Spring recess: March 18-22*)

April 9 (*swearing-in ceremony*)

May 7, 21, 28\* (*\*Recognitions and info items only*)

June 11, 25  
*Note: June 5 last day of school (Graduation)*



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED IN: Office of the Superintendent

**SUBJECT: Inclusion of an Armenian Checkbox on the 2030 U.S. Census**

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This report provides an opportunity for the Board of Education to consider a support letter to the Office of Management and Budget to add Armenian as a subgroup to the new MENA (Middle Eastern and North African) category for the 2030 U.S. Census.

The Office of Management and Budget (OMB) has released a sample 2030 Census Questionnaire in which they have revised the racial/ethnic categories to include a new MENA (Middle Eastern and North African) category and are requesting public comments by **April 12**. The proposed subcategories within the MENA category that are given checkboxes are Lebanese, Syrian, Iranian, Moroccan, Egyptian, and Israeli. Other categories that are mentioned as examples of MENA are Algerian, Iraqi, and Kurdish. However, there is no “Armenian” checkbox even though Armenian Americans have been classified by the OMB as part of the MENA category.

Armenian Americans are not accurately counted in the United States Census, which shapes both federal, state, and local funding, opportunities, and anti-discrimination efforts. Their classification under the “white” category renders the community invisible within federal data. In the City of Glendale, where approximately one third to forty percent of the population identifies as having Armenian ancestry, the latest demographic information for Glendale, according to the Census Bureau, reads 61.1% white, 18.7% Hispanic or Latino, 13.7% Asian, 1.8% Black or African American, 0.4% American Indian and Alaskan Native and 0.1% Native Hawaiian, and Other Pacific Islander. In Glendale Unified School District approximately 46% of our 25,000 students are Armenian Americans.

Elected officials, community leaders and prominent Armenian and MENA organizations are calling for the Armenian checkbox within the MENA category of the 2030 Census. They include L.A. City Council President Paul Krikorian, Representative Adam Schiff, Representative Judy Chu, State Senator Anthony Portantino, and Assemblymember Laura Friedman and Assemblymember Wendy Carrillo. The Armenian National Committee of America-Western Region, the Armenian National Committee of America-Eastern Region, and the Armenian American Action Network are among the organizations in support. The City of Glendale, Pasadena Unified School District, and Burbank Unified School District have passed resolutions in support.

A draft letter of support is attached for Board consideration.

Glendale Unified School District  
Information Report No. 2  
April 4, 2023  
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Dear Office of Management and Budget:

On behalf of the Board of Education of Glendale Unified School District, I write this letter in support of a MENA Checkbox on the United States Census questionnaire and request it includes an Armenian subcategory Checkbox.

The Armenian-American community currently lacks meaningful federal data as a group, while being one of the largest and most impacted groups in MENA according to OMB data. This has severe impacts on the representation, quality of life, and rights of Armenians in the United States as a whole. The City of Glendale has the largest concentration of Armenians in the United States. The Glendale Unified School District, the third largest school district in Los Angeles County, represents 25,000 students in which 46% are Armenian-Americans.

The representation of Armenian-Americans is imperative in the U.S. Census because the Armenian-American community is a significant minority population that continues to be invisible because of the lack of data and therefore denied the rights and benefits of Census classification. Armenian-Americans currently do not see themselves and their experiences accurately reflected in the United States Census, which shapes both federal and local funding opportunities and anti-discrimination efforts. With the inclusion of the MENA category and a specific Armenian checkbox within the MENA category, Glendale Unified School District would be provided with more accurate data on all of its students, which would ultimately bring more educational resources and funding for the district to support underserved student populations.

In summary:

- Armenian-Americans are a sizable and important community that currently is not counted by the United States.
- Armenian-Americans are among the top three largest MENA communities in terms of population size and must have that reflected in an Armenian checkbox.
- Armenians are a transnational group in the MENA region and like other populations must be counted as a transnational group.
- Armenian-Americans overwhelmingly support Census classification that includes their community.

The Glendale Unified School District Board of Education of Management joins other elected officials, community leaders and prominent Armenian and MENA organizations in calling for the Armenian checkbox within the MENA category of the 2030 Census and urge the United States Office and Budget to adopt this recommendation. We thank the Biden administration for addressing the needs of MENA communities and appreciate this urgent and imperative action by the OMB.

Sincerely,

Nayiri Nahabedian  
President, Board of Education

NN/pfi

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION REPORT NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

SUBJECT: **Proposed Revisions to Board Policy 9150 - Student Board Member**

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**BP 9150 - Student Board Member**

CSBA Update: December 2021

Last GUSD Update: February 2022

At the March 7, 2023, Board meeting, staff recommended to the Board that updates be made to Board Policy (BP) 9150 to reflect a request from the Student Advisory Council that all five high schools should have equal representation and votes when selecting the student Board member.

As a result of further discussion by the Board and the Student Board member, additional language was requested that, whenever possible, the Student Advisory Council should represent the diversity present amongst the overall high school population including students who participate in the free/reduced meal program, English learners, foster/homeless youth, and other numerically significant student subgroups. Further, language has also been added to align with the new LCAP requirement that the Student Advisory Council should review and comment on the local control and accountability plan (LCAP) development in addition to discussing issues of mutual concern, exchanging ideas, and providing advice on topics affecting students of the District.

The proposed revisions to this policy are presented for first reading. Should the consensus of the Board be to move forward, the policy will be placed on the April 18, 2023, Board agenda for approval.

A copy of the proposed revised policy is attached to this memo.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

Glendale Unified School District  
Information Report No. 3  
April 4, 2023  
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***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

Student Board Member

The Board believes it is important to seek out and consider students' opinions, viewpoints and reactions to the educational program and to those issues affecting students in order to provide student input and involvement.

The duties of the student Board member include the following:

1. To represent all students and contribute to the discussion of issues affecting students.
2. To strengthen communications between the Board and District students.
3. To provide information to the Board regarding student issues and activities in the District.

The Board shall include a student representative. The term of the student Board member shall be one school year with no term limits, commencing in the fall semester and concluding in June. However, the Board may adjust the term of a student Board member only if a vacancy occurs or in order to give more students an opportunity to serve on the Board (Education Code 35012).

The student representative shall be elected annually by the Student Advisory Council from its membership, comprised of students ~~three Student Council members~~ each from each high school: Clark Magnet, Crescenta Valley, Daily, Hoover and Glendale High Schools, and two students each from Clark Magnet and Allen Daily High Schools. Each high school will have three votes when selecting the Student Board member. Schools may have more than three representatives participate on the Student Advisory Council. When a school has more than three students participating on the Student Advisory Council, three members will be designated as “voting members” for the purpose of selecting the Student Board member.

In the event that a student is unable to complete a term on the Board, the Student Advisory Council shall declare a vacancy and elect another student from its membership to fill the unexpired term. If the Board determines that the student Board member's duties are not being fulfilled, the Board may appoint another student to serve as an alternate student Board member or request that the Student Advisory Council appoint an alternate. If an alternate student Board member is appointed, the Board shall suspend the prior student Board member's rights and privileges related to service on the Board. (Education Code 35012)

All materials presented to Board members, except those related to closed sessions, shall be presented to student Board members at the same time they are presented to other Board members. Student Board member(s) shall also be invited to attend staff briefings or be provided with a separate staff briefing within the same timeframe as the briefing of other Board members. In addition, all materials given to Board members by the District between meetings, except for materials that pertain to closed session items, shall be distributed to student Board members. (Education Code 35012)

### Student Board Member

Student Board member(s) shall be recognized at Board meetings as full member(s), shall be seated with other members of the Board, and shall be allowed to participate in questioning witnesses and discussing issues. (Education Code 35012)

Student Board member(s) shall be allowed to cast preferential votes on all matters except those subject to closed session discussion. Preferential voting means a formal expression of opinion that is recorded in the minutes and cast before the official vote of the Board. Preferential votes shall not affect the final numerical outcome of a vote. (Education Code 35012)

Student Board members shall be appointed to subcommittees of the Board in the same manner as other Board members, be made aware of the time commitment required to participate in subcommittee meetings and work, and have the right to decline an appointment. The availability of all subcommittee members, including the availability of student Board members, may be considered when scheduling subcommittee meetings. (Education Code 35012)

Student Board members shall be invited to attend functions of the Board, such as forums, meetings with students and parents/guardians, and other general assemblies. (Education Code 35012)

Student Board members may, at the Board's discretion, receive elective course credit for service as a student Board member based on the number of equivalent daily instructional minutes for the student Board member's services provide. (Education Code 35012, 35120)

Student Board member(s) shall be entitled to be reimbursed for mileage to the same extent as other members of the Board, but shall not receive monetary compensation for attendance at Board meetings. (Education Code 35012)

A student Board member shall not be liable for any acts of the Board. (Education Code 35012)

Student Board members shall not be considered members of a legislative body for purposes of the Brown Act. (Education Code 35012)

A student Board member shall not be counted in determining whether a quorum of the Board is in attendance.

### Student Board Member Training

The Superintendent or designee may, at District expense, provide learning opportunities to student Board members through trainings, workshops, and conferences, such as those offered by the California School Boards Association and other organizations, to enhance their knowledge, understanding, and performance of leadership skills and their Board responsibilities.

Student Board Member

The Superintendent or designee may periodically provide information to student Board member candidates to give them an understanding of the position. Once chosen or appointed, incoming student Board members shall be provided an orientation designed to build knowledge of the District and an understanding of the responsibilities and expectations of the position.

Elimination of Position

Once established, the student Board member position shall continue to exist until the Board, by majority vote of all voting Board members, approves a motion to eliminate the position. Such a motion shall be listed as a public agenda item for a Board meeting prior to the motion being voted upon. (Education Code 35012)

Student Advisory Council

The Board of Education believes that student opinion and input are important to the decision-making process affecting the educational program of the District. To help facilitate and strengthen communications among the Board of Education, District administration and students, a Student Advisory Council shall be established for the purpose of discussing issues of mutual concern, exchanging ideas, ~~and~~ providing advice on topics affecting students of the District, and review and comment on the local control and accountability plan (LCAP) development. Matters relating directly to the interest of students may include: rights and responsibilities, curriculum, grading, graduation requirements, school standards, attendance, discipline, and co-curricular activities. Whenever possible the Student Advisory Council should represent the diversity present amongst the overall high school population including students who participate in the free/reduced meal program, English learners, foster/homeless youth, and other numerically significant student subgroups.

Legal Reference: Education Code, Sections 33000.5; 35012; 35120; 35160; 52060  
Government Code, Sections 3540-3549.3; 54950-54964

Policy Adopted: 01/21/1992

Policy Amended: 11/06/2001; 06/24/2003; 03/10/2020; 02/01/2022, --/--/2023

Formerly BP 9120

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION ITEM NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Darneika Watson, Chief Human Resources & Operations Officer

PREPARED BY: Dr. Kyle Bruich, Director, Human Resources

SUBJECT: **GTA Proposal for 2022-2023 Re-opener Contract Negotiations**

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The Board of Education received the attached Proposal for 2022-2023 Re-opener Contract Negotiations on March 20, 2023. Receipt of this proposal moves the bargaining process forward between the Glendale Teachers Association and the Glendale Unified School District.

GTA proposes to negotiate the following:

- **Article 13 – Wages** – The Association seeks an equitable salary increase, including fair stipends for members' extra duties.
- **Article 14 – Health and Welfare Benefits** – The Association seeks to improve health and welfare benefits.
- **Article 23 – Duration and Termination** – The Association seeks to update the term of the Collective Bargaining Agreement.

A negotiations file for public review is maintained in the Human Resources Department. Initial proposals from either party will be kept in this file and are available for public review during regular working hours.





**Glendale Teachers Association**  
3233 N. Verdugo Road, Glendale, CA 91208  
(818) 240-3924  
[www.glendaleteachers.org](http://www.glendaleteachers.org)



**Sent Via Email**

March 20, 2023

Dr, Darneika Watson, Chief Human Resources/Operations Operator  
Glendale Unified School District  
223 North Jackson Street  
Glendale, CA 91206

Re: Collective Bargaining Agreement Re-opener between the Glendale Teachers Association and the  
Glendale Unified School District

Dear Dr. Watson,

On behalf of the Glendale Teachers Association (the "Association"), and pursuant to Article 23 of the Collective Bargaining Agreement between the Glendale Unified School District (the "District") and the Glendale Teachers Association, the Association submits this request to negotiate changes to the Collective Bargaining Agreement.

The Association proposes negotiations will include, but shall not be limited to, the following contractual articles:

1. Article 13: Wages – the Association seeks an equitable salary increase, including fair stipends for members' extra duties.
2. Article 14: Health and Welfare Benefits – the Association seeks to improve health and welfare benefits.
3. Article 23: Duration and Termination – the Association seeks to update the term of the Collective Bargaining Agreement.

The Association reserves the right to amend, modify, add, and/or withdraw any proposals during the course of negotiations.

In accordance with Article 23 of the Collective Bargaining Agreement, the Association and the District may reopen negotiations for the 2022-23 school year after written notification has been received by both parties. It is the Association's intent to begin negotiations no later than April, 2023. I look forward to working with you on this.

Sincerely,

A handwritten signature in blue ink that reads "Chris Davis".

Chris Davis  
President

Cc: Dr. Vivian Ekchian, Superintendent, Glendale Unified School District  
Dr. Kyle Bruich, Director of Human Resources, Glendale Unified School District  
Arleigh Kidd, CTA UniServ Staff Person, Glendale Teachers Association  
Ms. Sarah Morrison, Bargaining Chairperson, Glendale Teachers Association

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION REPORT NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Chris Coulter, Executive Director, Secondary Instruction

SUBJECT: **Proposed Secondary Summer School Programs for 2023**

This informational item provides the Board of Education with an overview of the planned summer school programs for additional learning opportunities. All middle schools and high schools will offer summer school classes on their campuses with the exception of Clark Magnet High School. Clark Magnet students are welcome to attend summer school at their high school of residence. Courses offered at each site will include credit recovery and advancement courses.

**Proposed Dates**

June 12 – July 17, 2023

Five days each week for five weeks:

- Semester 1: June 12 – June 28, 2023
- Semester 2: June 29 – July 17, 2023

**Holidays:**

- Juneteenth – Monday, June 19, 2023 – During first summer semester
- Independence Day - Tuesday, July 4, 2023 - During second summer semester

**Proposed Locations**

Middle Schools:

- Roosevelt Middle School
- Rosemont Middle School
- Toll Middle School
- Wilson Middle School

High Schools:

- Crescenta Valley High School
- Daily High School
- Glendale High School
- Hoover High School

**Proposed/Tentative Course Offerings**

The following middle/high school courses will be offered by GUSD based on student needs.

**Middle School:**

- Core Foundation Building Classes
- Grade 8 Math Acceleration Only

<b>GUSD Middle School Course Offerings</b>
<p><b>Core Foundation Building Classes:</b> English Strategies 6 (Special Education) English Strategies 7 (Special Education) English Strategies 8 (Special Education) English Essentials 5 English Essentials 6 English Essentials 7 ELD 6-8 Emerging ELD 6-8 Expanding ELD 6-8 Bridging Math Strategies 5 (Special Education) Math Strategies 6 (Special Education) Math Strategies 7 (Special Education) Math Strategies 8 (Special Education) Math Essentials 5 Math Essentials 6 Math Essentials 7</p> <p><b>Acceleration Classes:</b> Summer Math Bridge A (accelerated course covering Math 8A for entrance into Integrated I in 8<sup>th</sup> grade)</p>

**High School:**

- A-G Required Courses for Credit Recovery
- Accelerated Math, Science, Social Science, and Health Courses

<b>GUSD High School Course Offerings</b>	
<p><b>Credit Recovery:</b>            ELD 9-12, Emerging, Expanding, &amp; Bridging English 9-12            Integrated Math I, II, III            Math Intervention (tentative)            Physical Education            Physics of the Universe 1-2            Life Skills 1-2            SPED Math Strategies            SPED English Strategies            SAI English 9-12, 1-2            SAI Math 9-12            SAI Living Earth            SAI Chem in Earth System            SAI US History            SAI World History            Other SAI Courses – graduation requirements as needed            Other elective courses to meet graduation requirements            APEX (various courses)</p>	<p><b>Acceleration or Credit Recovery:</b>            Living Earth 1-2            Chemistry in the Earth System 1-2            Health            World History 1-2            US History 1-2            Economics            Government</p> <p><b>Acceleration Only:</b>            Summer Math Bridge B (Int Math IIIA)            Summer Math Bridge C (PreCalculus offered as dual enrollment at GCC)</p> <p><b>Non Credit:</b>            College Essay Preparation</p>

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION REPORT NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Lena Kortoshian, Director, Teaching & Learning

PREPARED BY: Rebecca Mieliwocki, Coordinator II, Teaching & Learning

SUBJECT: **Proposed Adoption of Curriculum for Middle and High School Emerging ELD Courses**

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The proposed curriculum (Language Launch) is submitted for review and discussion by the Board of Education. The curriculum has been reviewed for content and evaluated by members of the ELD Curriculum Study Committee. The Secondary Education Council has reviewed the information and made a recommendation of approval of the curriculum to the Board of Education.

In accordance with Glendale Unified School District Board Policy 6161.1, the curriculum was available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration.

**MIDDLE AND HIGH SCHOOLS**

**Department: English Language Development (ELD)**

Curriculum Name: Language Launch  
Publisher: Houghton Mifflin Harcourt

**Overview**

Currently, GUSD uses the SpringBoard English Language Arts (ELA)/English Language Development (ELD) instructional materials for Expanding and Bridging English learners (students who have developed some English proficiency) in grades 6 through 12. The instructional materials provide teachers with the tools they need to use assessments to plan for instruction, determine flexible grouping strategies, implement other teaching strategies to meet the unique needs of our language learners and to measure the effectiveness of their instruction.

For Emerging English learners (students who are new to the country and just beginning to develop English proficiency), the Inside ELD curriculum is used in grades 6 through 8 and the Edge curriculum is used at the high school level. These are both outdated and unaligned to the current California ELD Standards.

The Teaching & Learning Department and ELD teachers understand the need to adopt an updated curriculum that meets the needs of all Emerging English learners by aligning to the California ELD standards and Designated ELD instructional requirements. Under the direction of Laura Gaboudian, Secondary ELA Teacher Specialist, teachers were offered the opportunity to review the Houghton Mifflin Harcourt (HMH) Language Launch curriculum, which is part of English 3D, an ELD curriculum that is currently used for Summer School ELD instruction for Emerging and Bridging students.

Language Launch is an online program that is expressly designed to support Emerging English learners. It is an explicit and interactive ELD curriculum designed by Dr. Kate Kinsella, a leading expert in second language acquisition. The program was created specifically for newcomer Emerging English learners to give them a basic foundation in social and academic English — speaking, listening, reading, and writing skills needed to successfully begin to discuss, describe and explain information.

### **Curriculum Review Process**

In September 2022, middle and high school ELD teachers attended the HMH Language Launch teacher training to learn how to use the curriculum. The pilot began in October 2022 and lasted through December 2022.

In January 2023, a curriculum review and professional development day was held for ELD teachers in the pilot. All Emerging ELD teachers came to a consensus to proceed with adoption of the HMH Language Launch for Emerging English learners in grades 6 through 12. The ELD Curriculum Study Committee (CSC) approved the curriculum adoption on February 8, 2023.

All secondary principals were provided information and the opportunity to weigh in at their principal check-ins with Dr. Chris Coulter, Executive Director, Secondary Instruction. Via a Google survey sent to all secondary principals, 100% voted to approve the adoption of this curriculum on February 15, 2023.

The curriculum was then posted for public comment and review on February 16, 2023, by the office of Teaching & Learning. Parents and community members had the opportunity

to review and ask questions for two weeks ending on March 2, 2023. No feedback or community input was received.

### **Cost of Instructional Materials and Professional Development**

Teaching & Learning, in collaboration with Equity, Access, and Family Engagement (EAFE), will work together to ensure that all Emerging ELD students enrolled have access to the Language Launch curriculum. EAFE currently purchases the curriculum (English 3D, which includes Language Launch in the bundle) for use during Summer School using Title III funds. Those purchased licenses will be transferred to enrolled Emerging students for the 2023-2024 school year. Additional licenses as needed will be purchased by Teaching & Learning. Professional Development costs for teacher training in the 2023-2024 year are still to be determined and will be paid out of the Educator Effectiveness grant.

### **Recommendation**

It is the recommendation of staff that Houghton Mifflin Harcourt Language Launch be adopted as the ELD curriculum of record for Emerging ELD students in grades 6 through 12 beginning in the 2023-2024 school year. Should the consensus of the Board be to move forward, the request to adopt the curriculum will be brought back to the Board of Education meeting on April 18, 2023, for approval.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

INFORMATION REPORT NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Dr. Darneika Watson, Chief Human Resources and Operations  
Officer/Director of Classified Personnel

SUBJECT: ACKNOWLEDGEMENTS OF SERVICE

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The resignations and retirements of the following employees have been accepted by the Chief Human Resources and Operations Officer/Director of Classified Personnel, as effective and final per Board Policies 4117.1/4217.1/4317.1 and 4117.2/4217.2/4317.2, and are being reported to the Board of Education as information only - no action required:

Resignations:

1. Hur, Nara Effective 3/17/23  
Nurse  
Student Services
2. Ibarra, Digna Effective 3/21/23  
Cook/Baker  
Crescenta Valley High School
3. Lapacka, Heather Effective 3/28/23  
English Teacher  
Wilson Middle School
4. Liff-Grieff, Ari Effective 3/9/23  
Custodian I  
La Crescenta Elementary School
5. Magran, Ilin Effective 6/30/23  
Director, Student Health & Human Services  
Student Services
6. Olmedo, Elizabeth Effective 2/24/23  
Behavior Intervention Assistant  
Special Education Department



Resignations (Continued)

- |    |   |                   |
|----|---|-------------------|
| 7. | Sanchez, Aaron<br>Behavior Intervention Assistant<br>Special Education Department | Effective 1/05/23 |
| 8. | Soto, Valeria<br>Behavior Intervention Assistant<br>Special Education Department  | Effective 3/31/23 |

Retirements:

- |    |  |  |
|----|--|--|
| 1. | Adamian, Marina<br>Registrar<br>Toll Middle School   | Effective 7/01/23<br>21 years, 5 months of service |
| 2. | Barrantes, Liliana<br>Senior Administrative Secretary<br>Toll Middle School                | Effective 7/01/23<br>42 years, 8 months of service |
| 3. | Frawley, Colleen<br>Administrative Secretary-Confidential<br>Financial Services Department | Effective 7/01/23<br>12 years, 9 months of service |
| 4. | Lomeli, Jose<br>Plumber<br>FASO  | Effective 3/15/23<br>16 years, 7 months of service |
| 5. | Medrano, Raymond<br>Custodian I<br>Wilson Middle School                                    | Effective 4/22/23<br>9 years, 5 months of service  |
| 6. | Sarkezi, Arpineh<br>Education Assistant II<br>Toll Middle School                           | Effective 6/09/23<br>26 years, 8 months of service |

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 1

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED IN: Superintendent's Office

**SUBJECT: Resolution No. 23 – Proclaiming April 2023 as Armenian American Heritage Month**

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The Superintendent recommends that the Board of Education adopt Resolution No. 23 – Proclaiming April 2023 as Armenian American Heritage Month.

During April, we will celebrate the rich culture and heritage of the Armenian American people and their contributions to our society, immediate community, and the world-at large.

While Armenians live throughout Southern California, the greatest concentration exists in Glendale, where Armenian Americans make up a demographic majority. Approximately 46% of our students are of Armenian descent based on current enrollment.

While we have a somber day of remembrance of the Armenian Genocide on April 24 commemorating the Armenian Genocide of 1915, we also want to celebrate the survival of such a vibrant culture—a culture where innovation, creation, and resilience are part and parcel of the Armenian experience and story. It is with great honor that we recognize and acknowledge the challenges and accomplishments of their rich history and heritage by proclaiming April 2023 as “Armenian American Heritage Month” in GUSD.

***TO SUPPORT 2022-2023 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning-- Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

GLENDALE UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. 23

**PROCLAIMING APRIL 2023 AS ARMENIAN AMERICAN HERITAGE MONTH**

**WHEREAS**, the Glendale Unified School District believes that we have a special responsibility to understand and intentionally work to eliminate racism in our curricula, our classroom cultures, and our relationships with our students, our parents/guardians, and each other because our collective future depends on it; and

**WHEREAS**, the Glendale Unified School District celebrates the rich diversity of its school community and recognizes the thousands of students, families, teachers, and staff of Armenian descent who are valued members of the school district; and

**WHEREAS**, the Glendale Unified School District recognizes the role of current and historical events in the teaching of tolerance and understanding, and the value and strength of diversity; and

**WHEREAS**, the Glendale Unified School District celebrates the thousands of years of rich culture and history of the Armenian people and the Armenian community's contributions in technology, art, science, infrastructure, and so much more, in the State of California, across the United States of America, and throughout the world; and

**WHEREAS**, the Glendale Unified School District recognizes that the month of April holds significant meaning to the Armenian community with the annual commemoration of the 1915 Armenian Genocide on April 24 and recognizes the universal lessons of perseverance and resiliency that it provides for all people.

**NOW, THEREFORE, BE IT RESOLVED**, that the Glendale Unified School District Board of Education hereby proclaims April 2023 as Armenian American Heritage Month and encourages the participation of all students, families, employees, and community members in the district-wide celebration and recognition of Armenian history, culture, and contributions, with an inaugural day of celebration to be held on April 22, 2023.

**PASSED, APPROVED, AND ADOPTED** this 4th of April 2023, at a regular meeting of the Glendale Unified School District Board of Education, Los Angeles County, California.

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Nayiri Nahabedian, President

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Jennifer Freeman, Vice President

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Shant Sahakian, Clerk

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Ingrid Marie Gunnell, Member

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Kathleen Cross, Member

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Darneika Watson, Chief Human Resources & Operations Officer

PREPARED BY: Dr. Kyle Bruich, Director, Human Resources

SUBJECT: **Approval of the Tentative Agreement with Glendale Teachers Association (GTA) and AB1200 Disclosure of Costs and Approval of Attendance Calendars for 2023-2024, 2024-2025, and 2025-2026**

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The Superintendent recommends that the Board of Education approve the attached Tentative Agreement between the Glendale Unified School District (GUSD) and the GTA dated February 28, 2023, including the CDCC Attendance Calendar for 2023-2024 and all attendance calendars for 2024-2025 and 2025-2026, and the associated AB1200 Disclosure of Costs Associated with Adjustments to Employee Compensation.

On February 28, 2023, representatives from GUSD and GTA reached a mutual Tentative Agreement of Article 13 – Wages, packaged with one MOU and pending attendance calendars as provided below. Key terms of the Agreement are attached and summarized as follows:

- Article 13 – Wages – A one-time, off-schedule payment of 4.5% based on gross earning compensation for the 2020-2021 school year. All increases for hourly rates of pay shall be increased by the percentage specified.
- Article 13 – Wages – A 3.5% salary increase retroactive to July 1, 2021 for the 2021-2022 school year. All increases for hourly rates of pay shall be increased by the percentage specified.
- Article 13 – Wages – A 5% salary increase retroactive to July 1, 2022 for the 2022-2023 school year. All increases for hourly rates of pay shall be increased by the percentage specified.
- Article 13 – Wages – A \$150 per month Doctorate stipend specific to Appendices A, B, G, H, I, J, and K retroactive to July 1, 2020.

- Appendix E – Schedule of Rates and Salary Regulations for Extra-Curricular Assignments – Teachers – Agreement to include additional stipends and increased stipend rates effective July 1, 2021.
- Appendix F – Special Salary Schedule – Agreement to include additional stipends and increased stipend rates effective July 1, 2022.
- Appendices G and H – CDCC Teacher – 225 Days and 186 Days – Additional salary schedules shall be added to Appendices G and H for Head Teachers, effective July 1, 2022. CDCC Head Teachers – 225 Days shall be initially established by adding \$8400 to all steps and classes and CDCC Head Teachers – 186 Days shall be initially established by adding \$7700 to all steps and classes.
- Appendices J and M – Annual Permit Salary Schedule and Summer School Regulations – Support Services – Speech/-Language/Hearing/Visual Impairment Specialists, Orientation Mobility, Nurses – Agreement to include Assistive Technology among the Support Services providers and increase the hourly rate of pay.
- Appendix L – Salary Schedule Regulations – Support Services – Speech/Language/-Hearing/Visual Impairment Specialists, Orientation Mobility, Nurses, Counselors – Agreement to include Assistive Technology among the Support Services providers.
- Appendix N – Special Salary Schedule – Support Services – Agreement to include additional stipends and increased stipend rates effective July 1, 2022.

The following agreement and attendance calendars were also signed by both parties on these February 28, 2023 and are attached for the Board's information.

- Secondary Preparation/Conference Time Memorandum of Understanding
- CDCC Attendance Calendar 2023-2024
- Elementary Attendance Calendar 2024-2025
- Secondary Attendance Calendar 2024-2025
- Counselor Attendance Calendar 2024-2025
- CDCC Attendance Calendar 2024-2025
- Elementary Attendance Calendar 2025-2026
- Secondary Attendance Calendar 2025-2026
- Counselor Attendance Calendar 2025-2026
- CDCC Attendance Calendar 2025-2026

In addition to GTA's approval, the California School Employee's Association (CSEA) and Parent Teacher Association (PTA) agreed to the calendars with no requests for changes on March 1, 2023.

The attached financial disclosures for all three bargaining units (GTA, CSEA, and GSMA) have been prepared as a single document, with the total impact of all proposed agreements on the current year operating budget and subsequent years. This financial disclosure associated with these agreements has been posted per AB1200/AB2756 regulations and is also included for Board approval.

***TO SUPPORT 2022-2023 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

# Tentative Agreement

## Glendale Teachers Association and Glendale Unified School District 2020-21 and 2021-22 Reopeners for the 2020-23 Contract Term

The Glendale Teachers Association (the "Association") and the Glendale Unified School District (the "District") hereby enter this Tentative Agreement for 2020-22 negotiations. The following Articles and Appendices from the 2017-2020 Collective Bargaining Agreement between the Association and the District shall be amended according to the directions attached to this Tentative Agreement.

- Article 7
  - Section 1
  - Article 7 Section 2.a.2
  - Article 7 Section 2.g
  - Article 7 Section 4
  - Article 7 Section 5.j and 5.m
  - Article 7 Section 6
  - Article 7 Section 9.j
  - Article 7 Section 11
  - Article 7 Section 13
- Article 11 Section 1
- Article 13
  - Wages/Proposal
  - Article 13 Section 2-9
- Article 23
- CDCC Head Teacher Package (Article 13 section 5 + Appendix F, G, H)
- Appendices
  - Appendix D #6-7
  - Appendix E
  - Appendix F
  - Appendix G, H
  - Appendix N
- Update entire CBA with gender neutral pronouns
- Update all references to "Early Education and Extended Learning Program (EEELP)" to "Child Development and Child Care (CDCC)": (name change)
- Secondary Preparation/Conference Time MOU
- Calendar

Sarah Morrison 2/28/23  
Sarah Morrison (GTA) date

Kyle Bruich 2/28/23  
Kyle Bruich (GUSD) date

KB GUSD 2/28/23  
SM GTA 2/28/23

Article 7 Section 1 (Daily and Hourly Rate of Pay)

Section 1. Definition

a. "Emergency" -- for the purposes of interpreting this Article, an "emergency" shall be defined as an unforeseen circumstance that requires immediate action. For purposes of the "class coverage" provisions of Section 6 of this Article, the term "emergency" includes situations where the District is unable to obtain a substitute despite its good faith reasonable efforts to do so as, e.g., when no willing qualified substitute is available, or when there is insufficient notice of the need to contact a substitute, or when a substitute agrees to serve but fails to show on time. It also includes situations where the regular teacher's absence is known to be so brief that it would be unreasonable to hire a substitute who would be paid for at least a half day.

b. "Non-emergency" -- refers to situations such as when a teacher is released from **their** normal assignment in order to attend to school business such as field trips, athletic events, meetings or luncheons.

c. "Hourly rate of pay" -- teacher's hourly rate of pay shall be determined by dividing their daily rate of pay by five.

d. "Daily rate of pay" -- a **unit member's** daily rate of pay shall be based upon the employee's annual salary divided by the number of assigned work days in the contract year as determined by **the appendices of this contract.**



KJ GUSD 2/28/23  
SM ETA 2/28/23

Article 7 Section 2.a.(2) (Assistive Technology)

(2) Speech/Language/Hearing Specialists, Orientation/Mobility, Nurses, Teachers-Work Experience, Counselors, **Assistive Technology**

- (a) The normal professional workday for all Speech/-Language/Hearing Specialists, Orientation/Mobility, Nurses, **Assistive Technology**, and Teachers-Work Experience shall be seven (7) hours and thirty (30) minutes, except for counselors, whose normal professional work day shall be eight (8) hours. These hours shall include, but not, be limited to: lunch; recess; and breaks.

The minimum on-site work day for counselors shall be eight (8) hours exclusive of lunch break. They are also required to cover extended day activities relating to (i) the college/career day event, and (ii) on an as-needed basis, pre-registration/program distribution activities, in addition to the duties of Article 7, Section 3.

- (b) The normal work day shall begin between the hours of 7:00 a.m. and 9:00 a.m., and employees shall be present at their assigned school or work location fifteen (15) minutes before the time prescribed for the opening of school or their assigned duty time.
- (c) The beginning and ending of an employee's normal work day is subject to change at individual schools or special occasions, as scheduled by the immediate site supervisor.

KB GUSD  
2/28/23

SM GTA 2/28/23

Article 7, Section 2 g (Smog Alerts)

~~g. Exception for Smog Alert Days~~

~~On days when the Southern California Air Quality Maintenance District (AQMD) notifies the District Administration of a smog alert within zone 7 or zone 8 of the Glendale Unified School District, unit members may leave their work assignment ten (10) minutes after dismissal of their last regular student assignment. This exception of the normal working hours will be in effect only on days when the individual school principal or his/her designee has been notified by the District office of the official AQMD designated smog alert in the appropriate zone.~~

KB GUSD  
2/28/23

SM GTA  
2/28/23

Section 4.      Faculty Meetings

All unit members may be required to attend no more than ten on-site general purpose faculty meetings called by the site administrator. In addition, all unit members may be required to attend no more than five special purpose District or on-site meetings called by either a District or site administrator, or by other staff members with approval of the site administrator. The District will make a reasonable effort to utilize written memoranda in lieu of meetings when appropriate, to avoid unnecessarily lengthy meetings, and to provide at least three days advance notice specifying purpose(s) for the meeting. Meetings in excess of the above described meetings shall either be called only in emergencies (as defined in Section 1 a above) or shall be entirely voluntary. At the beginning of the school year, the site administrator shall announce the usual day, starting time, and estimated ending time for faculty meetings, after consultation with the faculty. Unit members working less than a one hundred percent (100%) assignment will be required to attend no more **mandatory meetings than the percentage of their assignment. For example, a unit member with an eighty percent (80%) assignment shall be required to attend no more than eighty percent (80%) of all mandatory meetings.**

KB GUSD  
2/28/23

SM CTA  
2/28/23

*Article 7, Section 5.j and m (Repeated word, update to name of law)*

- j. A maximum of nine (9) pupil-free days shall be allocated to each elementary Specialized Academic Instruction Core teacher as determined by the teacher and school principal, as needed for the duties described in the paragraph below, with the understanding that some employees may not be able to justify the full nine-day allotment due to their relatively low student loads and/or their relatively non-complex IEP duties. This allotment is inclusive of the two days previously allotted by the Special Education Department. Unused released time does not carry over to future semesters.

Such release time shall be used for duties relating to assessments, reports, plans, meetings, and any other additional duties associated with IEP's assigned to the employee. Employees on such release time shall remain on site, actively performing such duties. The release time shall be allotted on a full-day basis, to provide a full-day substitute for the employee, but the resulting release time and substitute services may be used cooperatively among the special education team at the site.

Any request for such release time shall be submitted to the site administrator and the Director of Special Education at least one week before the proposed usage. Any release time requested and granted may be scheduled by the District to meet school or program needs, including substitute availability concerns.

- m. Office time of two (2) one-half days per week shall be provided for Speech/Language/Hearing specialists, such time to be scheduled by the immediate supervisor. The time is to be used for testing, office duties and duties to comply with **State and Federal Laws such as the Individuals with Disabilities Education Act (IDEA)**.



Article 7 Section 6 (class coverage)

Section 6.      Class Coverage

a.      If a teacher at either the elementary or secondary level is directed by a site administrator to cover another teacher's assignment in the absence of the regularly assigned teacher, the following shall apply:

(1)      In an emergency situation (as defined in Section 1 a above) a teacher shall cover up to two ~~periods~~ **hours** per year without pay. For assigned emergency coverage in excess of these two **hours**, the teacher shall be compensated at **their** regular hourly rate of pay.

(2)      In a non-emergency situation (as defined in Section 1 b above) the site administrator may request a teacher to volunteer to cover another teacher's class assignment. The first such assignments shall be without pay; thereafter, such assignments shall be compensated at the teacher's regular hourly rate.

b.      **Temporary Class Combinations:** If, despite its good faith efforts, the District is unable to provide either a substitute teacher or class coverage, and it therefore becomes necessary for one or more teachers to combine classes for at least one hour ~~or class period~~ or major portion thereof, the affected teacher(s) shall be compensated at ~~his/her~~ their regular hourly rate of pay, pro-rated if more than one teacher is assisting in the temporary class combination. If the same situation re-occurs within any school year, temporary class combinations are to be distributed equitably among available faculty members at the appropriate grade level/subject.

c.      While there is no contractual obligation to use non-bargaining unit staff for the above class coverage, site administrators will, upon request, advise a unit member (or the GTA on behalf of a unit member) as to what steps were taken to secure coverage of a particular assignment by non-unit members prior to assigning the unit member.

- j. When extended work hours beyond their contractual day are added for non-Head Teacher **Child Development and Child Care (CDCC)** employees under this section, the additional time shall be paid at the regular teacher hourly rate of pay. **If CDCC unit members are required to remain on campus beyond the close of afternoon student programming, their onsite obligation shall not exceed ten (10) minutes following the close of student programming. This preparation time is exclusive of preparation time described in Article 7 section 2.e (3). If CDCC unit members shall be required to supervise students during or beyond their preparation time, they shall be compensated at their teacher hourly rate of pay as defined in Article 7, Section 1.d. The EEELP/CDCC Head Teacher will notify the program supervisor at 5:45 PM and 6:00 PM of possible additional supervision (5:45 PM) and students remaining (6:00 PM).** The additional time shall be paid at the regular teacher hourly rate of pay. Only one EEELP employee may work extended hours beyond their contractual day per site per incident unless approved by the Program Supervisor.

Section 11. Work Year Calendar

a. The work year for employees in the Early Education and Extended Learning Programs shall be as provided in Appendix "G" and "H" of this Agreement.

The parties agree to continuously have 2-year calendars posted which will necessitate the creation of one new calendar a year to be negotiated no later than February of every year. A third year calendar will also be posted for review as a draft.

In respect to the impact of the Early Start Calendar, the District will maintain the current classroom temperature parameters that are being used from August through June. If issues arise, it is the intent of the District and the Association to meet to resolve said issues.

b. The Spring Recess in all schools (K-12) following the Traditional academic calendar shall fall at the end of the third quarter of the secondary school calendar.

c. If the District determines a special need exists at an individual secondary school during July and August, additional counseling hours may be established by the District and assigned by mutual consent between the counselor and the site administrator.

d. The work year for counselors shall be provided in Appendix "S" - Work Year, of this Agreement. A counselor and the site administrator, by mutual consent, may agree (i) to exchange up to five (5) work days as designated in Appendix "S" with an equal number of non-designated work days during the same fiscal year, and/or (ii) to add additional days of service **in accordance with Article 13 Section 10.**

e. The District will observe the requirements of its energy policies in consideration of the well-being of students and staff starting school during warm summer weather conditions.



Teacher Specialists Package

*With regard to Teacher Specialists, the Association agrees to modify Appendix F and Article 7 section 13.a as follows. Both parties recognize that additional negotiations within Appendix F and Article 7 remain ongoing,*

SPECIAL CLASSES (effective July 1, 2017)

(Additional Compensation)

~~\$119.00~~ **200.00** per  
month  
for 11 months

**Special Education Self-Contained teacher, SAI Core teacher,**  
Itinerant Specialists (Visually Impaired, Deaf/Hard of Hearing,  
Orientation and Mobility, Workability, Adapted P. E., Assistive  
Technology); College View School; ~~Teacher Specialist,~~  
(Categorically Funded/Grant Funded, Special Education), TK – 6  
combination class teachers, and **TK – 8 FLAG teachers.**

**TEACHER SPECIALIST**

**\$250.00** per  
month  
for 11 months

*Article 7*

Section 13. Teacher Specialists

- a. The minimum on-site obligation for Teacher Specialists shall be eight (8) hours a day, inclusive of lunch and breaks. **Unless disclosed in advance as part of the funded design and plan for the position, On-site** duties regularly assigned beyond those limitations (e.g., to remain on site every day beyond minimum on-site hours to perform after-school supervision) shall **either** be subject to additional compensation, ~~unless disclosed in advance as part of the funded design and plan for the position or,~~ **within the same pay/reporting period; or** the unit member may exchange hours designated during the workday with an equal number of hours worked during non-contractual time.



Section 1. Ratios

a. Regular TK-12:

Staffing ratios for the regular TK-12 program have been established as follows:

- (1) **Transitional Kindergarten (TK), 12.0 students per each FTE teacher or 24.0 students per two adults with at least one FTE teacher.**
- (2) Elementary K-3, 29.9 students per each FTE teacher, excluding from the calculation the ratios of those classrooms designated by the District as Class Size Reduction classrooms.
- (3) Elementary 4-6, 31.9 students per each FTE teacher.
- (4) Middle School, 32.8 students per each FTE teacher, adjusted as appropriate to reflect either a five period student day or a six period student day.
- (5) Senior High, 33.8 FTE students per each FTE teacher, adjusted as appropriate to reflect either a five period student day or a six period student day, and to reflect anticipated drops in enrollment.

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Article 13 – Wages

(1) A ~~1.223%~~ **one-time, off-schedule payment of 4.5% salary schedule increase** applicable to salary schedules reflected in Appendices ~~A, B, D, E, F, G, H, I, J (186 days) and K, M, and N~~ based upon gross earning compensation for July 1, 2020, through June 30, 2021 shall be implemented for all GTA unit members retroactive to July 1, 2018 2020; and Appendices ~~H, J (204 days), and K shall be increased according to sections 5 and 7 in Article 13; and~~

(2) a ~~1.223~~ **3.5% salary schedule increase** applicable to salary schedules reflected in Appendices A, B, ~~D, E, F,~~ G, H, I, J (186 days), and ~~K, M, and N~~ shall be implemented for all GTA unit members retroactive to July 1, 2019 2021, and Appendices D, H, J (204 days), K, and M shall be increased according to sections 2, 5, 7, and 8 in Article 13; Appendices D and M shall increase effective June 15, 2022; and

(3) beginning July 1, 2022, a **5.0%** salary increase applicable to salary schedules reflected in Appendices A, B, E, F, G, I, J (186 day), ~~M,~~ and N shall be implemented for all GTA unit members, and Appendices D, H, J (204 days), K, and M shall be increased according to sections 2, 5, 7, and 8 in Article 13. This effective date for an increase for Appendices D and M shall be June 9, 2023.

(4) ~~All salary increases for hourly rates of pay shall be increased by the percentage(s) specified in (1), (2), and (3). The dollar amount shall be rounded up to the next hundredth (.01) of a dollar when the new dollar amount contains a fraction of a cent.~~

(5) Appendices A, B, G, H, I, J, and K shall be amended to include: Retroactive to July 1, 2020, \$150 per month will be paid for an earned Doctorate from a college or university accredited by a regional or national accrediting association recognized by the National Commission on Accreditation.

(6) Unit members who earn an hourly rate of pay for any reason shall be paid the hourly rate in fifteen (15) minute increments. Once the duration of the assignment exceeds fifteen (15) minutes, the unit member shall be paid for thirty (30) minutes.

(7) The titles of Appendix J, L, and M shall be amended to include Assistive Technology among the Support Service providers.

## ARTICLE 23 – DURATION AND TERMINATION

1. This Agreement shall be the successor Agreement of the parties for the period July 1, ~~2020~~ 2017 through June 30, ~~2023~~ 2020.

~~2. Negotiations for the 2017-2018 school year have been completed.~~

~~3. The parties shall exchange initial proposals for reopener negotiations for the 2018-2019 school year on wages, health and welfare benefits, calendar, and one other article specified by each party no later than September 1, 2018, and shall commence reopener negotiations on these items no later than October 1, 2018.~~

**~~2.4. During the term of this Agreement, either the District or the Association may reopen negotiations for the 2022-23 2019-2020 school year on wages, health and welfare benefits, calendar, and one other article specified by each party. Written notice to reopen must be provided to the other party.~~**

~~3.5. Initial proposals for a successor Agreement commencing July 1, 2023 2020 shall be exchanged by the parties no later than sixty (60) calendar days, exclusive of Thanksgiving, Winter, Spring, and/or Summer recesses, after the parties ratify the Tentative Agreement that concludes 2022-23 reopener negotiations. September 1, 2019. The parties shall commence negotiations for a successor Agreement no later than October 1, 2019.~~



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## Head Teacher Salary Schedule

Article 13 Section 5 and Appendix F, Appendix G, and Appendix H

Effective July 1, 2022,

- (1) an additional salary schedule shall be added to Appendix "G" for 225 day Head Teachers. This salary schedule shall be titled "Child Development and Child Care Head Teacher - 225 Days" and initially established by adding \$8400 to all steps and all classes of the Salary Schedule titled "Child Development and Child Care Programs - 225 Days."
- (2) an additional salary schedule shall be added to Appendix "H" for 186 day Head Teachers. This salary schedule shall be titled "Child Development and Child Care Head Teacher - 186 Days" and initially established by adding \$7700 to all steps and all classes of the Salary Schedule titled "Child Development and Child Care Programs - 186 Days."
- (3) The special salary for HEAD TEACHER/EARLY EDUCATION AND EXTENDING LEARNING PROGRAMS (now called Child Development and Child Care Programs) shall be removed from Appendix "F."
- (4) Article 13 Section 5 shall be amended as follows:

Section 5.

### Appendix G Annual Permit Salary Schedule –Child Development and Child Care - 225 Days

Regular employees assigned to the **Child Development and Child Care** Programs working 225 days shall be paid according to Appendix "G" - Annual Permit Salary Schedule – **Child Development and Child Care - 225 Days**, attached hereto and made a part of this Agreement. **Head Teachers working 225 days shall be paid according to the Appendix "G" - Child Development and Child Care Head Teacher - 225 Day schedule.**

### Appendix H Annual Permit Salary Schedule -- Child Development and Child Care- 186 Days

Regular employees assigned to **Child Development and Child Care** Programs working 186 days shall be paid according to Appendix "H" - Annual Permit Salary Schedule **Child Development and Child Care - 186 days**, attached hereto and made a part of this Agreement. **Head Teachers working 186 days shall be paid according to the Appendix "H" - Child Development and Child Care Head Teacher - 186 Day schedule.**

**The rates in Appendix H are determined by multiplying 186 by the daily rate of pay for all steps and classes in Appendix "G", calculated in accordance with Article 7 Section 1.**

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Section 2.

Appendix D Summer School Salary Schedule - Teachers

Summer School employees excluding employees assigned to the **Child Development and Child Care** Programs and College View School, shall be paid according to Appendix "D" - Summer School Salary Schedule - Teachers, attached hereto and made a part of this Agreement.

**The rates in Appendix D are equivalent to the hourly rates of pay for Steps 1-5 Class I-VI of Appendix B, calculated in accordance with Article 7 Section 1 .**

Appendix D Summer School Regulations - Teachers

Summer School employees shall be placed on their appropriate schedule (Appendix "D") as provided in Appendix C - Salary Schedule Regulations - Teachers, attached hereto and made a part of this Agreement).

Section 3.

Appendix E Schedule of Rates and Salary Regulations for Extra-Curricular Assignments -

**Unit members** with extra-curricular assignments, shall be paid according to Appendix "E" - Schedule of Rates and Salary Regulations for Extra-Curricular Assignments, attached hereto and made a part of this Agreement.

Section 4.

Appendix F Special Salary Schedule - Teachers

**Teachers, Teacher Specialists, and Teachers on Special Assignment** assigned to specific tasks indicated in Appendix "F" - Special Salary Schedule - Teachers, shall be paid according to the schedule which is attached hereto and made a part of this Agreement.

Section 5.

Appendix G Annual Permit Salary Schedule –**Child Development and Child Care - 225 Days**

Regular employees assigned to the **Child Development and Child Care** Programs working 225 days shall be paid according to Appendix "G" - Annual Permit Salary Schedule – **Child Development and Child Care - 225 Days**, attached hereto and made a part of this Agreement. **Head Teachers working 225 days shall be paid according to the Appendix “G” - Child Development and Child Care Head Teacher - 225 Day schedule.**

Appendix H Annual Permit Salary Schedule -- **Child Development and Child Care- 186 Days**

Regular employees assigned to **Child Development and Child Care** Programs working **186 days** shall be paid according to Appendix "H" - Annual Permit Salary Schedule



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**Child Development and Child Care - 186 days**, attached hereto and made a part of this Agreement. **Head Teachers working 186 days shall be paid according to the Appendix "H" - Child Development and Child Care Head Teacher - 186 Day schedule.**

**The rates in Appendix H are determined by multiplying 186 by the daily rate of pay for all steps and classes in Appendix "G", calculated in accordance with Article 7 Section 1.**

**The rates in Appendix H are determined by multiplying 186 by the daily rate of pay for all steps and classes in Appendix "G", calculated in accordance with Article 7 Section 1.**

Section 6.

Appendix I Annual Permit Salary Schedule - College View

Regular permit employees assigned to College View School shall be paid according to Appendix "I" - Annual Permit Salary Schedule - College View, attached hereto and made a part of this Agreement.

Section 7.

Appendix J Annual Salary Schedule - Support Services - Speech/Language/Hearing/Visual Impairment Specialist, Orientation and Mobility, Nurses, Assistive Technology

Employees shall be paid according to Appendix "J" - Annual Salary Schedule - Support Services, Speech/Language/Hearing/Visual Impairment Specialist, Orientation and Mobility, Nurses, and Assistive Technology attached hereto and made a part of this Agreement.

**The rates for 204 day Support Service employees are determined by multiplying 204 by the daily rate of pay for all steps and classes in Appendix "J" - 186 day Support Service employees, calculated in accordance with Article 7 Section 1.**

Appendix K Annual Salary Schedule - Support Services - Counselors

Counselors shall be placed on Appendix "K" - Annual Salary Schedule - Support Services, Counselors, based upon experience and unit requirements. The amount for the Class and Step in Appendix "J" - 186 day Support Service employees has been multiplied by 1.15 to determine the salary to be earned. The factor of 1.15 reflects the additional time and days worked by counselors, attached hereto and made a part of this Agreement.

Appendix L Salary Schedule Regulations - Support Services - Speech/-Language/-Hearing/Visual Impairment Specialist, Orientation and Mobility, Nurses, Counselors, Assistive Technology

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Employees specified in Appendix "J" and Appendix "K" of this Article shall be placed on their appropriate schedule (Appendix "J" or Appendix "K") as provided in Appendix "L" Salary Schedule Regulations - Support Services, Speech/Language/Hearing/Visual Impairment Specialist, Orientation and Mobility, Nurses, Counselors, **and Assistive Technology** attached hereto and made a part of this Agreement.

Section 8.

**Appendix M Summer School Regulations - Support Services - Speech/Language/-Hearing/Visual Impairment Specialist, Orientation and Mobility, Nurses, Assistive Technology**

Summer school employees shall be placed on their appropriate salary schedule according to the Summer School Regulations - Support Services, Speech/Language/Hearing/Visual Impairment Specialist, Orientation and Mobility, Nurses, **and Assistive Technology**, Appendix "M," attached hereto and made a part of this Agreement.

**The rates in Appendix M are equivalent to the hourly rates of pay for Steps 1-5 Class 1-6 of Appendix J (186 day), calculated in accordance with Article 7 Section 1 .**

Section 9.

**Appendix N Special Salary Schedule - Support Services**

Support Services employees assigned to specific tasks shall be paid according to Appendix "N" - Special Salary Schedule - Support Services, attached hereto and made a part of this Agreement.

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Appendix D, #6-7 (summer school priority)

6. Regular District employees shall be given priority in filling anticipated summer school positions.
  - a. Classroom teachers, **Teacher Specialists, and Teachers on Special Assignment** shall be given priority in filling classroom positions.
  - b. Librarians shall be given priority in filling librarian positions.
  
7. All summer assignments shall be based upon the following District-wide criteria:
  - a. Employees must hold a valid California credential authorizing service in the assignment area and have met District standards in the most recent performance evaluation.
  - b. Normally, the applicant shall have experience within the past five years in teaching the course or similar course at or near the grade level during the regular school year.
  - c. Employees who have developed approved specialized courses for summer school shall be given preference in teaching said course.
  - d. When the number of qualified (see a and b above) applicants exceeds the number of vacancies in a given course/grade level, the recency of the applicants' summer school employment shall become the determining selection factor, in the following sequential order:
    - (1) Permanent Teachers (**including Teacher Specialists and Teachers on Special Assignment**) who:
      - (a) Have not taught summer school in the most recent past three summers.
      - (b) Have not taught summer school in the most recent past two summers.
      - (c) Have not taught summer school in the most recent summer.
    - (2) Permanent teachers (**including Teacher Specialists and Teachers on Special Assignment**) who have taught summer school in the most recent summer, with preference granted to those who taught the fewest number of recent consecutive summer school sessions.
    - (3) Second year probationary teachers (**including Teacher Specialists and Teachers on Special Assignment**).
    - (4) First year probationary teachers (**including Teacher Specialists and Teachers on Special Assignment**).
    - (5) All other eligible and qualified applicants.



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APPENDIX "E"

SCHEDULE OF RATES AND SALARY REGULATIONS  
FOR EXTRA-CURRICULAR ASSIGNMENTS -  
2020-2023

Effective July 1 ~~2017~~, 2021

<u>ASSIGNMENT</u>	<u>RATE</u> (per semester)
1. Marching Band and Orchestra Director*	
Senior High	4,838
Middle School	3,874
*If different persons hold these assignments, rate will be divided on a 4 to 1 basis of band to orchestra director, except for middle school where the amount is to be equally divided.	
2. Choral Director	
Senior High	2,177
Middle School and Elementary	1,210
3. Stage Director	
Senior High*	1,615
Middle School*	517
*Minimum enrollment – 12	
4. Drill Team Sponsor – Senior High	
Fall Semester	3,221
Spring Semester	1,077
5. Drill Team Sponsor – Middle School	
Fall Semester	1,611
Spring Semester	808
6. Pep Squad Sponsor – Senior High	
Fall Semester	3,230
Spring Semester	1,613
7. Class Sponsor – Senior High*	
a. 9. Grade (Applicable in four year high schools only)	\$ 274
b. 10. Grade	517
c. 11. Grade	1,032
d. 12. Grade	1,554
*Amount to be divided equally if more than one sponsor.	
8. Student Body Advisor	
Senior High	1,804

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	Middle School	902
9.	Audio Visual Coordinator Middle School and Senior High	1,422
10.	Drama Director Senior High Middle School	1,804 907
11.	Dance Director – Senior High	1,804
12.	Academic Coaches/Coordinators/Advisors	
a.	Elementary School (up to 6 per school)	
	Student Council Advisor	1,804
	Orchestra Advisor	1,804
	Talent Show Advisor	1,804
	Math Field Day	1,804
	ASB Bookkeeper	1,804
	Spelling Bee Advisor	1,804
	Math Club	1,804
	Dance Club	1,804
	Homework Club	1,804
	Tech Advisor	1,804
	Girls on the Run	1,804
	Afterschool GATE Classes	1,804
	5th or 6th Grade Camp	1,804
	<b>Similar Position not listed above</b>	<b>\$1,804</b>
b.	Secondary	
	Senior High School (up to 8 per school)	
	Middle School (up to 6 per school)	3,221
	Speech and Debate	3,221
	Mock Trial	3,221
	FIRST Robotics	2,177
	MESA	2,177
	VEX Robotics	2,177
	SkillsUSA	2,177
	First Lego League Robotics	2,177
	JPL Invention Convention	1,804
	PBIS Coordinator/Coach	1,804
	Academic Decathlon	1,804
	Scholastic Bowl	1,804
	Math League/Field Day	1,804
	Literary Magazine	1,804
	National Honor Society	1,804
	After School GATE Classes	1,804
	Spelling Bee	1,804
	Math Club	1,804
	Robotics	1,804

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Science Fair	1,804
<b>Tech Advisor</b>	<b>1,804</b>
<b>Similar Position not listed</b>	
13. School Newspaper Sponsor	
a. Senior High	3,874
(1) If one Journalism class with no production period	1,936
(2) If one Journalism class plus a production period	
	1,291
b. Middle School	643
(1) If no English-Journalism class	
(2) If an English-Journalism class	
(Minimum enrollment – 18 per class)	
14. Yearbook Sponsor	
a. Senior High	3,874
(1) If no Yearbook class	1,936
(2) If a Yearbook class	
(Minimum enrollment – 18 per class)	
b. Middle School	
(1) If no Yearbook class	1,291
(2) If a Yearbook class	643
(Minimum enrollment – 18 per class)	
15. Department Chairperson	
a. Middle School and Senior High	
Number of Teachers (having one or more classes within the	
department)	
2 - 4	
5 - 8	\$ 685
9 - 12	1,201
13 - 16	1,721
17 +	2,238 -
	2,768
b. Departments of one teacher with one class	164
16. Athletic Coordinator – Senior High (per semester)	3,874
<b>Middle School (per semester)</b>	<b>1,200</b>
17. Sports Maintenance Person – Senior High	3,221
18. Athletic Coaches Senior High (if funded) Limited to one stipend per school in each category listed below:	

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Head Football	4,838
Junior Varsity/Assistant Football	3,874
Junior Varsity/Assistant Football	3,874
Sophomore Football	3,874
Assistant Sophomore Football	3,548
Frosh Football	3,548
Assistant Frosh Football	3,548
Head Soccer	4,838
Junior Varsity/Assistant Soccer	3,874
Frosh Soccer	3,548
Head Cross Country	4,838
Junior Varsity/Assistant Cross Country	3,874
Head Water Polo	4,838
Sophomore/Assistant Water Polo	3,874
Head Basketball	4,838
Junior Varsity/Assistant Basketball	3,874
Frosh/Sophomore Basketball	3,548
Head Track	4,838
Assistant Track	3,874
Head Baseball	4,838
Junior Varsity/Assistant Baseball	3,874
Frosh Baseball	3,548
Head Swimming	4,838
Assistant Swimming	3,874
Frosh Swimming	3,548
Head Tennis	4,838
Junior Varsity/Assistant Tennis	3,874
Head Volleyball	4,838
Junior Varsity/Assistant Volleyball	3,874
Frosh Volleyball	3,548
Head Softball	4,838
Junior Varsity/Assistant Softball	3,874
Frosh Softball	3,548
Head Golf	3,874
Junior Varsity Golf	3,548
Head Wrestling Coach	4,838
Assistant Wrestling Coach	3,874
Head Lacrosse	4,838
Junior Varsity/Assistant Lacrosse	3,874
Head Cheer	4,838
Assistant Cheer	3,874

**When a team reaches the playoffs and/or qualifies for post-season competitions paid additional compensation. The coach shall be compensated with a pro rata regular stipend for the full period of time that the team remains in the playoffs. (coach daily rate) is determined by dividing the semester stipend by 90.**

19. Athletic Coaches Middle School*	
Middle School Track (two positions)	3,874
	<b>\$1,000</b>



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Appendix F (Special Salary Schedule - Teachers)

APPENDIX "F"  
2020-23  
Effective July 1, ~~2017~~ 2022

SPECIAL SALARY SCHEDULE - TEACHERS

SPECIAL CLASSES (~~effective July 1, 2017~~)

(Additional Compensation) ~~\$119.00~~ **200.00** per month  
**Special Education Self-Contained teacher, SAI Core teacher**, Itinerant Specialists (Visually Impaired, Deaf/Hard of Hearing, Orientation and Mobility, Workability, Adapted P. E., Assistive Technology); College View School; *Teacher Specialist*, (Categorically Funded/Grant Funded, Special Education), TK – 6 combination class teachers, and **TK – 8 FLAG** teachers. for 11 months

**TEACHER SPECIALIST.** **\$250.00** per month for 11 months

BILINGUAL PAY DIFFERENTIAL FOR CLASSROOM TEACHERS

*Teachers initially hired by the District on a temporary or regular contract basis for the 2004-05 or earlier years, and holding a Crosscultural Language and Academic Development (CLAD) certificate will receive a monthly stipend.* \$79.64 per month for 11 months

*Teachers initially hired by the District on a temporary or regular contract basis for the 2004-05 or earlier years and who are holding a Bilingual-Crosscultural and Academic Development Credential (BCLAD) and are assigned to a designated language assistant elementary classroom, will receive a monthly stipend. Those receiving this differential cannot also receive the CLAD differential.* \$161.22 per month for 11 months

NOTE:

a A BCLAD language assistance teacher will continue to receive the appropriate bilingual stipend for up to one year following cancellation of the bilingual assignment, provided (1) the teacher was formally scheduled to teach a bilingual class prior to its cancellation, (2) the teacher remains in the school, or is involuntarily transferred to another school,

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and (3) the teacher remains available to teach a bilingual class upon the District's request.

b. Stipends for the CLAD and BCLAD authorizations may apply to either elementary or secondary teachers.

c. Class fees for District-sponsored CLAD or BCLAD authorization training will be reimbursed by the District, payable upon verification of class completion. Such reimbursement is only available to employees whose hire date permits them to qualify for the bilingual pay differentials.

d. Fees for the required number of CLAD and BCLAD examinations (plus one in the event of one failure, i.e., if 3 exams are required, the District will pay for a fourth to cover one exam re-take) shall be reimbursed by the District. This applies only to employees whose hire date permits them to qualify for the bilingual pay differentials.

ELEMENTARY TEACHER/ASSISTANT TO THE PRINCIPAL

Serving in a school with a full-time principal  
Serving in a school with a half-time principal

\$ 81.89 per  
month for 11  
months  
\$105.88 per  
month for 11  
months

Assigned days worked, up to a maximum of three (3) days, prior to the beginning of the regular scheduled one hundred eighty-six (186) day work year will be compensated at the employees daily rate of pay.

GTA has agreed to strike this item from App F in exchange for a new Head Teacher salary schedule.

~~HEAD TEACHER/ CHILD DEVELOPMENT AND CHILD CARE~~

~~\$ 463 per  
month~~

~~All such assignments are to be made after consideration of all applications based upon an application process open to all Child Development and Child Care teachers.~~

WORKSHOP INSTRUCTORS

\$ 37.45 per  
hour

Notwithstanding the above usual rate, Workshop Instructors shall be paid their regular daily/hourly rate of pay when providing instruction to



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employees, if those employees attending the workshop are being paid their regular daily/hourly rate of pay.

FACTS TEACHERS

\$ ~~34~~ 42.00 per hour

HOME – HOSPITAL INSTRUCTION

~~\$42.00~~ per hour

Hourly rate of pay (see Article 7, section 1 c)

CATEGORICAL PROJECT INSTRUCTION

\$ ~~34~~ 42 per hour

CURRICULUM DEVELOPMENT AND WRITING

\$ ~~31~~ 39 per hour

DISTRICT INITIATED SPECIAL PROJECTS

\$ ~~31~~ 39 per hour

NATIONAL BOARD CERTIFICATION

\$ 3,582 per year

Employees who achieve, and maintain, National Board Certification shall be eligible for an annual stipend over and above their regular teacher salary. Those who accept such stipend shall provide 50 hours of additional service annually in training and assistance to other teachers as directed by the District's Professional Development Program office. However, such additional services shall not require additional workdays beyond the employee's regular work calendar except by mutual agreement between the employee and the District's Professional Development Program Management.

LEARNING LEADERS

Learning Leader to be paid annually for 50 hours of additional service outside the contractual day.

\$1,763 per year

25

KB GUSD 2/28/23  
SM GTA 2/28/23

ITINERANT TEACHERS

When a teacher's regular assignment requires that they travel between two adjacent school sites, the teacher shall receive each day where travel is required one quarter of a preparation period of additional compensation based upon the teacher's hourly rate of pay as defined at Article 7, Section 1.c.

CONSULTING TEACHERS

Consulting Teachers will be compensated in a manner commensurate with their caseload up to a maximum of ~~\$6,160~~ **\$6591** per school year. Caseload maximum for Consulting Teachers shall be defined by the following criteria:

- a. ~~\$770~~ **\$824** per year for support service to each credentialed teacher new to the District or other permanent credentialed teacher who has voluntarily entered the PAR program;
- a. ~~\$1,540~~ **\$1648** per year for support service to each BTSA/Induction teacher; and
- b. ~~\$3,080~~ **\$3296** per year for support service to each Referred Teacher.



Appendix G, and Appendix H (see CDCC Head Teacher package)

KAs  
aUSD 2/28/23  
SM  
GTA 2/28/23

KB GUSD 2/28/23  
SM GTA 2/28/23

GLENDALE UNIFIED SCHOOL DISTRICT  
Glendale, California

APPENDIX "N"

SPECIAL SALARY SCHEDULE - SUPPORT SERVICES  
Effective July 1, ~~2020~~ 2022

SPECIAL EDUCATION

Speech/Language/Hearing/Visual Impairment Specialists **\$~~119.00~~ \$200.00**  
per month  
for 11 months

Speech/Language/Hearing/Visual Impairment specialists LEAD **\$180.00**  
for 11 months

HEAD COUNSELOR

Additional compensation, as indicated below, shall be granted to the Head Counselor at each middle and senior high school, placement to be determined by the number of counselors having two or more assigned periods of counseling.

(Compensation per Semester)

Number of Counselors	
In Department	
1	<b>\$350.00</b>
2	<b>\$525.00</b>
3 or more	<b>\$800.00</b>

WORKSHOP INSTRUCTORS **\$45.00 per hour**

KB GUSD 2/28/23  
SM GTA 2/28/23

**CATEGORICAL PROJECT INSTRUCTION**

\$42.00 per hour

**CURRICULUM DEVELOPMENT AND WRITING**

\$39.00 per hour

**DISTRICT INITIATED SPECIAL PROJECTS**

\$39.00 per hour

(Pronouns)

KB GUSD 2/28/23  
SM GTA 2/28/23

**For all articles within the CBA, replace gender specific pronouns with neutral pronouns. This includes but is not limited to changing all occurrences of “he/she” to “they,” “him/her” to “them,” and “his/hers” to “their.”**

KB GUSD 2/28/23  
GM GTA 2/28/23

**EEELP to CDCC**

**For all articles within the CBA, replace the words “Early Elementary and Extended Learning Program” to “Child Development and Child Care.”**

**For all articles within the CBA replace the abbreviation “EEELP” to “CDCC.”**

Memorandum of Understanding  
Between  
Glendale Teachers Association and Glendale Unified School District

Secondary Preparation/Conference Time

The Glendale Teachers Association (the "Association") and the Glendale Unified School District (the "District") hereby enter this Memorandum of Understanding ("MOU") regarding preparation/conference time for secondary teachers. This MOU shall supersede Article 7 Section 5.a. of the Collective Bargaining Agreement ("CBA") between the Association and the District only at schools where students are assigned seven (7) instructional periods.

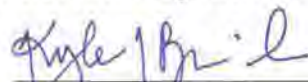
Regular full-time secondary teachers shall be provided duty-free preparation/conference time equivalent to one fifth (1/5) of their regular assigned classroom instruction time, measured either on a daily or on a bi-weekly basis (measured over two weeks), based on student need.

1. Regular full-time secondary teachers who are not of permanent status and will not be of permanent status in the following school year shall be assigned preparation/conference time that is measured on a daily basis, except if that teacher was hired to replace a teacher (due to leave of absence, retirement, etc.) whose position was vacated no earlier than two (2) weeks before the start of the teacher work year and whose assignment included duty-free preparation/conference time measured on a bi-weekly basis.
2. The District shall make a good faith attempt to minimize the number of assignments where preparation/conference time is measured on a bi-weekly basis. No more than ten (10) percent of secondary school teachers within the District shall be assigned preparation/conference time that is measured on a bi-weekly basis.
3. Secondary school teachers may request to have their preparation/conference time measured on a bi-weekly basis on their course preference form per Article 9 section 2.b.
4. If a secondary school teacher does not request that their preparation/conference time be measured on a bi-weekly basis but, due to evidence-based student need, it appears necessary for an administrator to assign preparation/conference time that is measured on a bi-weekly basis, prior to making the final decision, the administrator shall meet with the teacher, explain the circumstances, and consider in good faith any alternatives suggested by the teacher.
5. All secondary school teachers who are assigned preparation/conference time on a bi-weekly basis shall be compensated at the same rate as TK-6 combination class teachers per Appendix F of the CBA.

Should the District intend to change the standard default instructional schedule at any school site, including, but not limited to, adding or removing an instructional period or adjusting the number of scheduled periods per day, the District shall provide the Association with written notice and a meaningful opportunity to bargain over the reasonably foreseeable effects of its decision before implementation.

This MOU shall not be precedent setting and shall remain in full force and effect unless it is terminated after June 30, 2026 by either party with prior written notice. All provisions of this MOU shall take effect on the date of signing with the exception of #5 above, which shall take effect on July 1, 2023.

  
Sarah Morrison, GTA

 2/28/23  
Dr. Kyle Bruich, GUSD



**GLENDALE UNIFIED SCHOOL DISTRICT**  
Glendale, California

*Kyle H. L. GUSD 01/25/23*  
*Sandra M. GFA 2/28/23*

**CDCC ATTENDANCE CALENDAR 2023-2024 DRAFT** (Revised 1/25/23)

**July, 2023**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

20

**August, 2023**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

23

**September, 2023**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20

**October, 2023**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

22

**November, 2023**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

19

**December, 2023**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	<del>28</del>	<del>29</del>	30
31						

18

**January, 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

21

**February, 2024**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

19

**March, 2024**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

21

**April, 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22

**May, 2024**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22

**June, 2024**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

19

State Holiday   
  Minimum Day   
 \* Student Holiday, All Teachers on Duty   
  District Staff Dev. Day   
 Students Not in Attendance   
 / Students Not in Attendance

**TOTAL DAYS OF INSTRUCTION 246**

Independence Day - July 4 Labor Day - Sept. 4 Veteran's Day - Nov. 10 Thanksgiving Recess - Nov. 23, 24 Winter Break - Dec. 25-27	Dr. Martin Luther King, Jr. Day - Jan. 15 Lincoln Day - Feb. 12 Washington Day - Feb. 19 Memorial Day - May 27 Juneteenth - June 19
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GLENDALE UNIFIED SCHOOL DISTRICT  
Glendale, California

*Kyle / Phil GUSD 01/25/23  
Saron Mora STA 2/28/23*

**ELEMENTARY ATTENDANCE CALENDAR 2024-2025 DRAFT** (Revised 1/10/23)

**July, 2024**

S	M	T	W	T	F	S
<del>1</del>	<del>2</del>	<del>3</del>	<del>4</del>	<del>5</del>	<del>6</del>	<del>7</del>
<del>8</del>	<del>9</del>	<del>10</del>	<del>11</del>	<del>12</del>	<del>13</del>	<del>14</del>
<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	<del>20</del>	<del>21</del>
<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>
<del>29</del>	<del>30</del>	<del>31</del>				

**August, 2024**

S	M	T	W	T	F	S
<del>4</del>	<del>5</del>	<del>6</del>	<del>7</del>	<del>8</del>	<del>9</del>	<del>10</del>
<del>11</del>	<del>12</del>	<del>13</del>	<del>14</del>	<del>15</del>	<del>16</del>	<del>17</del>
<del>18</del>	<del>19</del>	<del>20*</del>	<del>21</del>	<del>22</del>	<del>23</del>	<del>24</del>
<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>	<del>29</del>	<del>30</del>	<del>31</del>

**September, 2024**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**October, 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**November, 2024**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15*	16
17	18	19	20	21	22X	23
24	25	26	27	28	29	30

**December, 2024**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**January, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**February, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

**March, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7X	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**April, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**May, 2025**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**June, 2025**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11X	12*	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

○ State Holiday    X Minimum Day    \* Student Holiday, All Teachers on Duty    △ District Staff Dev. Day Students Not in Attendance    / Students Not in Attendance

**TOTAL DAYS OF INSTRUCTION 180**

- |  |   |   |
|--|---|---|
| District Staff Development Day - Aug. 19       | Veteran's Day - Nov. 11                   | Spring Recess - March 24-28                     |
| Teacher Institute Day - Aug. 20                | Thanksgiving Recess - Nov. 25-29          | District Staff Development Day - March 31       |
| First Trimester Begins/School Opens - Aug. 21  | Winter Recess - Dec. 23 thru Jan. 6       | Armenian Genocide Remembrance Day - April 24    |
| Labor Day - Sept. 2                            | Dr. Martin Luther King, Jr. Day - Jan. 20 | Memorial Day - May 26                           |
| District Staff Development Day - Nov. 1        | Lincoln Day - Feb. 10                     | End of Third Trimester - June 11                |
| End of First Trimester - Nov. 14               | Washington Day - Feb. 17                  | Student Holiday, All Teachers on Duty - June 12 |
| Student Holiday-All Teachers on Duty - Nov. 22 | End of Second Trimester - Mar. 7          |   |



**GLENDALE UNIFIED SCHOOL DISTRICT**  
Glendale, California

*Kyle/Br L GUSD 01/25/23*  
*Sarah M G-TR 2/28/23*

**SECONDARY ATTENDANCE CALENDAR 2024-2025 DRAFT** (Revised 1/10/23)

**July, 2024**

S	M	T	W	T	F	S
<del>1</del>	<del>2</del>	<del>3</del>	<b>4</b>	<del>5</del>	<del>6</del>	
<del>7</del>	<del>8</del>	<del>9</del>	<del>10</del>	<del>11</del>	<del>12</del>	<del>13</del>
<del>14</del>	<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	<del>20</del>
<del>21</del>	<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>
<del>28</del>	<del>29</del>	<del>30</del>	<del>31</del>			

**August, 2024**

S	M	T	W	T	F	S
	<del>1</del>	<del>2</del>	<del>3</del>	<del>4</del>	<del>5</del>	<del>6</del>
<del>7</del>	<del>8</del>	<del>9</del>	<del>10</del>	<del>11</del>	<del>12</del>	<del>13</del>
<del>14</del>	<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	<del>20</del>
<del>21</del>	<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>
<del>28</del>	<del>29</del>	<del>30</del>	<del>31</del>			

**September, 2024**

S	M	T	W	T	F	S
1	<b>2</b>	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**October, 2024**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18X	19
20	21	22	23	24	25	26
27	28	29	30	31		

**November, 2024**

S	M	T	W	T	F	S
					<b>1</b>	2
3	4	5	6	7	8	9
10	<b>11</b>	12	13	14	15	16
17	18	19	20	21	22	23
24	<del>25</del>	<del>26</del>	<del>27</del>	<b>28</b>	<b>29</b>	30

**December, 2024**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	<del>23</del>	<del>24</del>	<b>25</b>	<del>26</del>	<del>27</del>	28
29	<del>30</del>	<del>31</del>				

**January, 2025**

S	M	T	W	T	F	S
			<b>1</b>	<del>2</del>	<del>3</del>	4
5	<del>6</del>	7	8	9	10	11
12	13	14	15	16	17	18
19	<b>20</b>	21	22	23	24	25
26	27	28	29	30	31	

**February, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	<b>10</b>	11	12	13	14	15
16	<b>17</b>	18	19	20	21	22
23	24	25	26	27	28	

**March, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21X	22
23	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>	29
30	<b>31</b>					

**April, 2025**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	<del>24</del>	25	26
27	28	29	30			

**May, 2025**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	<b>26</b>	27	28	29	30	31

**June, 2025**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11X	12*	<del>13</del>	14
15	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	<del>20</del>	21
22	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>	28
29	<del>30</del>					

○ State Holiday    
 X Minimum Day    
 \* Student Holiday, All Teachers on Duty    
 △ District Staff Dev. Day Students Not in Attendance    
 / Students Not in Attendance

**TOTAL DAYS OF INSTRUCTION 180**

District Staff Development Day - Aug. 19	Thanksgiving Recess - Nov. 25-29	Third Quarter Ends - March 21
Teacher Institute Day - Aug. 20	End of First Semester - Dec. 19	Spring Recess - March 24-28
First Semester Begins/School Opens - Aug. 21	Student Holiday, All Teachers on Duty - Dec. 20	District Staff Development Day - March 31
Labor Day - Sept. 2	Winter Recess - Dec. 23 thru Jan. 6	Armenian Genocide Remembrance Day - April 24
First Quarter Ends - Oct. 18	Dr. Martin Luther King, Jr. Day - Jan. 20	Memorial Day - May 26
District Staff Development Day - Nov. 1	Lincoln Day - Feb. 10	Second Semester Ends - June 11
Veteran's Day - Nov. 11	Washington Day - Feb. 17	Student Holiday, All Teachers on Duty - June 12

GLENDALE UNIFIED SCHOOL DISTRICT  
Glendale, California

*Kyle R. L. GUSD 1/25/23*  
*Sarah Moore GTA 2/28/23*

**COUNSELOR ATTENDANCE CALENDAR 2024-2025 DRAFT** (Revised 1/10/23)

July, 2024

S	M	T	W	T	F	S
<del>1</del>	<del>2</del>	<del>3</del>	<del>4</del>	<del>5</del>	<del>6</del>	<del>7</del>
<del>8</del>	<del>9</del>	<del>10</del>	<del>11</del>	<del>12</del>	<del>13</del>	<del>14</del>
<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	<del>20</del>	<del>21</del>
<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>
<del>29</del>	<del>30</del>	<del>31</del>				

3

August, 2024

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20*	21	22	23	24
25	26	27	28	29	30	31

22

September, 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20

October, 2024

S	M	T	W	T	F	S
			1	2	3	4
			5	6	7	8
9	10	11	12	13	14	15
16	17	18X	19	20	21	22
23	24	25	26	27	28	29
30	31					

23

November, 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15

December, 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	23	24	25	26	27	28
29	30	31				

15

January, 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18

February, 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

18

March, 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21X	22
23	24	25	26	27	28	29
30	31					

16

April, 2025

S	M	T	W	T	F	S
			1	2	3	4
			5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

21

May, 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21

June, 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11X	12*	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

9

○ State Holiday    X Minimum Day

\* Student Holiday, All Teachers on Duty    △ District Staff Dev. Day Students Not in Attendance

/ Students Not in Attendance

**TOTAL DAYS OF INSTRUCTION 201**

District Staff Development Day - Aug. 19	Thanksgiving Recess - Nov. 25-29	Third Quarter Ends - March 21
Teacher Institute Day - Aug. 20	End of First Semester - Dec. 19	Spring Recess - March 24-28
First Semester Begins/School Opens - Aug. 21	Student Holiday, All Teachers on Duty - Dec. 20	District Staff Development Day - March 31
Labor Day - Sept. 2	Winter Recess - Dec. 23 thru Jan. 6	Armenian Genocide Remembrance Day - April 24
First Quarter Ends - Oct. 18	Dr. Martin Luther King, Jr. Day - Jan. 20	Memorial Day - May 26
District Staff Development Day - Nov. 1	Lincoln Day - Feb. 10	Second Semester Ends - June 11
Veteran's Day - Nov. 11	Washington Day - Feb. 17	Student Holiday, All Teachers on Duty - June 12



GLENDALE UNIFIED SCHOOL DISTRICT  
Glendale, California

*Kyle / Bill Corso 01/25/23*  
*Sarah M... GTA 2/28/24*

**CDCC ATTENDANCE CALENDAR 2024-2025 DRAFT** (Revised 1/25/23)

**July, 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

22

**August, 2024**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

22

**September, 2024**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20

**October, 2024**

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

23

**November, 2024**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

18

**December, 2024**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

18

**January, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

21

**February, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

18

**March, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

21

**April, 2025**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

22

**May, 2025**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21

**June, 2025**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

20

○ State Holiday    X Minimum Day

\* Student Holiday, All Teachers on Duty

△ District Staff Dev. Day    Students Not in Attendance

/ Students Not in Attendance

**TOTAL DAYS OF INSTRUCTION 246**

Independence Day - July 4  
Labor Day - Sept. 2  
Veteran's Day - Nov. 11  
Thanksgiving Recess - Nov. 28, 29  
Winter Break - Dec. 23-26

Dr. Martin Luther King, Jr. Day - Jan. 20  
Lincoln Day - Feb. 10  
Washington Day - Feb. 17  
Memorial Day - May 26  
Juneteenth - June 19

GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

*Kyle Bil GUSD 01/25/23  
Saron MG GTA 2/28/23*

**ELEMENTARY ATTENDANCE CALENDAR 2025-2026 DRAFT** (Revised 1/10/23)

**July, 2025**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**August, 2025**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19*	20	21	22	23
24	25	26	27	28	29	30
31						

**September, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**October, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**November, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14*	15
16	17	18	19	20	21X	22
23	24	25	26	27	28	29
30						

**December, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**January, 2026**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**February, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

**March, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6X	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**April, 2026**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**May, 2026**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

**June, 2026**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11X	12*	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

○ State Holiday    
 X Minimum Day    
 \* Student Holiday, All Teachers on Duty    
  District Staff Dev. Day    
  Students Not in Attendance    
  Students Not in Attendance    
**TOTAL DAYS OF INSTRUCTION 180**

District Staff Development Day - Aug. 18	Student Holiday-All Teachers on Duty - Nov. 14	Spring Recess - March 23-27
Teacher Institute Day - Aug. 19	Thanksgiving Recess - Nov. 24-28	District Staff Development Day - March 30
First Trimester Begins/School Opens - Aug. 20	Winter Recess - Dec. 22 thru Jan. 6	Armenian Genocide Remembrance Day - April 24
Labor Day - Sept. 1	Dr. Martin Luther King, Jr. Day - Jan. 19	Memorial Day - May 25
District Staff Development Day - Nov. 3	Lincoln Day - Feb. 9	End of Third Trimester - June 11
Veteran's Day - Nov. 11	Washington Day - Feb. 16	Student Holiday, All Teachers on Duty - June 12
End of First Trimester - Nov. 13	End of Second Trimester - March 6	



GLENDALE UNIFIED SCHOOL DISTRICT

Glendale, California

*Kyle B. L. GUSD 1/25/23*  
*Sanchez GTR 2/28/23*

**SECONDARY ATTENDANCE CALENDAR 2025-2026 DRAFT** (Revised 1/10/23)

**July, 2025**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**August, 2025**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19*	20	21	22	23
24	25	26	27	28	29	30
31						

**September, 2025**

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**October, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17X	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**November, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**December, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19*	20
21	22	23	24	25	26	27
28	29	30	31			

**January, 2026**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**February, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

**March, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20X	21
22	23	24	25	26	27	28
29	30	31				

**April, 2026**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**May, 2026**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

**June, 2026**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11X	12*	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

○ State Holiday   
 X Minimum Day   
 \* Student Holiday, All Teachers on Duty   
 △ District Staff Dev. Day Students Not in Attendance   
 / Students Not in Attendance   
 **TOTAL DAYS OF INSTRUCTION 180**

District Staff Development Day - Aug. 18	Thanksgiving Recess - Nov. 24-28	Third Quarter Ends - March 20
Teacher Institute Day - Aug. 19	First Semester Ends - Dec. 18	Spring Recess - March 23-27
First Semester Begins/School Opens - Aug. 20	Student Holiday, All Teachers on Duty - Dec. 19	District Staff Development Day - March 30
Labor Day - Sept. 1	Winter Recess - Dec. 22 thru Jan. 6	Armenian Genocide Remembrance Day - April 24
First Quarter Ends - Oct. 17	Dr. Martin Luther King, Jr. Day - Jan. 19	Memorial Day - May 25
District Staff Development Day - Nov. 3	Lincoln Day - Feb. 9	Second Semester Ends - June 11
Veteran's Day - Nov. 11	Washington Day - Feb. 16	Student Holiday, All Teachers on Duty - June 12

**GLENDALE UNIFIED SCHOOL DISTRICT**  
Glendale, California

*Kyle Bil GUSD 1/25/23*  
*Sarah Ma GTT 2/28/23*

**COUNSELOR ATTENDANCE CALENDAR 2025-2026 DRAFT** (Revised 1/10/23)

**July, 2025**

S	M	T	W	T	F	S
		<del>1</del>	<del>2</del>	<del>3</del>	4	5
6	<del>7</del>	<del>8</del>	<del>9</del>	<del>10</del>	<del>11</del>	12
13	<del>14</del>	<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	19
20	<del>21</del>	<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	26
27	28	29	30	31		

4

**August, 2025**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19*	20	21	22	23
24	25	26	27	28	29	30
31						

21

**September, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21

**October, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17X	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23

**November, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	<del>24</del>	<del>25</del>	<del>26</del>	27	28	29
30						

14

**December, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19*	20
21	<del>22</del>	<del>23</del>	<del>24</del>	25	<del>26</del>	27
28	<del>29</del>	<del>30</del>	<del>31</del>			

15

**January, 2026**

S	M	T	W	T	F	S
				1	2	3
4	<del>5</del>	<del>6</del>	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

17

**February, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

18

**March, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20X	21
22	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>	28
29	30	31				

17

**April, 2026**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	<del>24</del>	25
26	27	28	29	30		

21

**May, 2026**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

20

**June, 2026**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11X	12*	13
14	<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	20
21	<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>	27
28	<del>29</del>	<del>30</del>				

10

○ State Holiday    X Minimum Day    \* Student Holiday, All Teachers on Duty    △ District Staff Dev. Day Students Not in Attendance    / Students Not in Attendance

**TOTAL DAYS OF INSTRUCTION 201**

District Staff Development Day - Aug. 18	Thanksgiving Recess - Nov. 24-28	Third Quarter Ends - March 20
Teacher Institute Day - Aug. 19	First Semester Ends - Dec. 18	Spring Recess - March 23-27
First Semester Begins/School Opens - Aug. 20	Student Holiday, All Teachers on Duty - Dec. 19	District Staff Development Day - March 30
Labor Day - Sept. 1	Winter Recess - Dec. 22 thru Jan. 6	Armenian Genocide Remembrance Day - April 24
First Quarter Ends - Oct. 17	Dr. Martin Luther King, Jr. Day - Jan. 19	Memorial Day - May 25
District Staff Development Day - Nov. 3	Lincoln Day - Feb. 9	Second Semester Ends - June 11
Veteran's Day - Nov. 11	Washington Day - Feb. 16	Student Holiday, All Teachers on Duty - June 12



**GLENDALE UNIFIED SCHOOL DISTRICT**  
Glendale, California

*Phyllis Gil GUSD 01/25/23*  
*Severino GTA 2/28/23*

**CDCC ATTENDANCE CALENDAR 2025-2026 DRAFT (Revised 1/25/23)**

**July, 2025**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

22

**August, 2025**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

21

**September, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21

**October, 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23

**November, 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

17

**December, 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

19

**January, 2026**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

20

**February, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

18

**March, 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

22

**April, 2026**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

22

**May, 2026**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

20

**June, 2026**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

21

State Holiday   
  Minimum Day   
 \* Student Holiday, All Teachers on Duty   
  District Staff Dev. Day Students Not in Attendance   
 / Students Not in Attendance   
 **TOTAL DAYS OF INSTRUCTION 246**

Independence Day - July 4	Dr. Martin Luther King, Jr. Day - Jan. 19
Labor Day - Sept. 1	Lincoln Day - Feb. 9
Veteran's Day - Nov. 11	Washington Day - Feb. 16
Thanksgiving Recess - Nov. 27, 28	Memorial Day - May 25
Winter Break - Dec. 23-26	Juneteenth - June 19

**Los Angeles County Office of Education  
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Glendale USD
Name of Bargaining Unit:	Glendale Teachers Association
Certificated, Classified, Other:	Certificated

The proposed agreement covers the period beginning: July 1, 2020 and ending: June 30, 2023  
(date) (date)

The Governing Board will act upon this agreement on: April 4, 2023  
(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease) 2022-23	Year 2 Increase/(Decrease) 2023-24	Year 3 Increase/(Decrease) 2024-25
1. Salary Schedule Including Step and Column	\$ 120,329,922	\$ 15,866,641	\$ -	\$ -
		13.19%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 200,000	\$ 472,521	\$ -	\$ -
		236.26%	0.00%	0.00%
Description of Other Compensation		Stipend Adjustments		
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 28,924,771	\$ 3,921,072	\$ -	\$ -
		13.56%	0.00%	0.00%
4. Health/Welfare Plans	\$ -	\$ -	\$ -	\$ -
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 149,454,693	\$ 20,260,234	\$ -	\$ -
		13.56%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	1,230.00			
7. Total Compensation <u>Average</u> Cost per Bargaining Unit Employee	\$ 121,508	\$ 16,472	\$ -	\$ -
		13.56%	0.00%	0.00%



Glendale USD  
Glendale Teachers Association

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

WAGES: 2020-21 has one time increase of 4.50%. 2021-22 has on-going increase of 3.5%. 2022-23 has on-going increase of 5.0%. Certain stipend adjustments of \$472,521 salary impact .

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

None were added.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

None.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes  No

If yes, please describe the cap amount.

Employees currently pay a portion of their health plan cost based on a defined formula.

- B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

See agreement attached.

- C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

There is no impact on instructional and support programs to accommodate the settlement. However, the district is aware that a Fiscal Stabilization Plan in 2024-25 is necessary to reduce expenses or increase revenues to offset deficit spending.

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

See agreement attached.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

This is a multiyear agreement for 2020-21, 2021-22 and 2022-23. See item #3 below.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

This is a multiyear agreement for 2020-21, 2021-22 and 2022-23. See item #3 below.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a multiyear agreement for Fiscal Years 2020-21, 2021-22 and 2022-23 Unrestricted or Restricted fund balances. The District will include any impacts in the Fiscal Stabilization Plan for 2024-25.



**Los Angeles County Office of Education  
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Glendale USD
Name of Bargaining Unit:	California School Employees Association
Certificated, Classified, Other:	Classified

The proposed agreement covers the period beginning: July 1, 2022 and ending: June 30, 2023  
(date) (date)

The Governing Board will act upon this agreement on: April 4, 2023  
(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2022-23	2023-24	2024-25
1. <b>Salary Schedule</b> Including Step and Column	\$ 47,329,034	\$ 321,837	\$ -	\$ -
		0.68%	0.00%	0.00%
2. <b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -	\$ -	\$ -	\$ -
<b>Description of Other Compensation</b>				
3. <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 17,259,952	\$ 117,368	\$ -	\$ -
		0.68%	0.00%	0.00%
4. <b>Health/Welfare Plans</b>	\$ -	\$ -	\$ -	\$ -
5. <b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 64,588,986	\$ 439,205	\$ -	\$ -
		0.68%	0.00%	0.00%
6. <b>Total Number of Bargaining Unit Employees (Use FTEs if appropriate)</b>	999.00			
7. <b>Total Compensation <u>Average</u> Cost per Bargaining Unit Employee</b>	\$ 64,654	\$ 440	\$ -	\$ -
		0.68%	0.00%	0.00%



Glendale USD  
California School Employees Association

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

WAGES: 2022-23 "me-too" has on-oging increase of 0.68%.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

None were added.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

None.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

Employees currently pay a portion of their health plan cost based on a defined formula.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

See agreement attached.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

There is no impact on instructional and support programs to accommodate the settlement. However, the district is aware that a Fiscal Stabilization Plan in 2024-25 is necessary to reduce expenses or increase revenues to offset deficit spending.



**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

See agreement attached.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

This is a single year "me-too" 2022-23. See item #3 below.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

This is a single year "me-too" 2022-23. See item #3 below.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a single year "me-too" agreement for Fiscal Year 2022-23 Unrestricted or Restricted fund balances. The District will include any impacts in the Fiscal Stabilization Plan for 2024-25.

**Los Angeles County Office of Education  
Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	Glendale USD
Name of Bargaining Unit:	Glendale Schools Management Association
Certificated, Classified, Other:	Certificated and Classified

The proposed agreement covers the period beginning: July 1, 2022 and ending: June 30, 2023  
(date) (date)

The Governing Board will act upon this agreement on: April 4, 2023  
(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2022-23	2023-24	2024-25
1. <b>Salary Schedule</b> Including Step and Column	\$ 27,044,051	\$ 404,625	\$ -	\$ -
		1.50%	0.00%	0.00%
2. <b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ -	\$ -	\$ -	\$ -
<b>Description of Other Compensation</b>				
3. <b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 7,838,989	\$ 117,585	\$ -	\$ -
		1.50%	0.00%	0.00%
4. <b>Health/Welfare Plans</b>	\$ -	\$ -	\$ -	\$ -
5. <b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 34,883,039	\$ 522,209	\$ -	\$ -
		1.50%	0.00%	0.00%
6. <b>Total Number of Bargaining Unit Employees (Use FTEs if appropriate)</b>	200.00			
7. <b>Total Compensation Average Cost per Bargaining Unit Employee</b>	\$ 174,415	\$ 2,611	\$ -	\$ -
		1.50%	0.00%	0.00%



Glendale USD

Glendale Schools Management Association

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

WAGES: 2022-23 "me-too" has on-oging increase of 1.50%.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

None were added.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

None.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

Employees currently pay a portion of their health plan cost based on a defined formula.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

See agreement attached.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

There is no impact on instructional and support programs to accommodate the settlement. However, the district is aware that a Fiscal Stabilization Plan in 2024-25 is necessary to reduce expenses or increase revenues to offset deficit spending.

Glendale USD

Glendale Schools Management Association

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

See agreement attached.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

This is a single year "me-too" 2022-23. See item #3 below.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

This is a single year "me-too" 2022-23. See item #3 below.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

This is a single year "me-too" agreement for Fiscal Year 2022-23 Unrestricted or Restricted fund balances. The District will include any impacts in the Fiscal Stabilization Plan for 2024-25.



Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Unrestricted General Fund**

Bargaining Unit:

Combined GTA, CSEA and GSMA

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 277,356,848		\$ -	\$ 277,356,848
Federal Revenue 8100-8299	\$ 200,000		\$ -	\$ 200,000
Other State Revenue 8300-8599	\$ 7,702,436		\$ -	\$ 7,702,436
Other Local Revenue 8600-8799	\$ 4,890,540		\$ -	\$ 4,890,540
<b>TOTAL REVENUES</b>	\$ 290,149,824		\$ -	\$ 290,149,824
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 103,178,570	\$ 12,672,616	\$ 3,209,425	\$ 119,060,611
Classified Salaries 2000-2999	\$ 28,117,176	\$ 273,393	\$ -	\$ 28,390,569
Employee Benefits 3000-3999	\$ 67,870,835	\$ 3,140,333	\$ 770,198	\$ 71,781,366
Books and Supplies 4000-4999	\$ 7,760,981		\$ -	\$ 7,760,981
Services and Other Operating Expenditures 5000-5999	\$ 25,925,870		\$ -	\$ 25,925,870
Capital Outlay 6000-6999	\$ 135,746		\$ -	\$ 135,746
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 220,000		\$ -	\$ 220,000
Transfers of Indirect Costs 7300-7399	\$ (1,785,830)		\$ -	\$ (1,785,830)
<b>TOTAL EXPENDITURES</b>	\$ 231,423,348	\$ 16,086,342	\$ 3,979,623	\$ 251,489,313
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ (57,762,634)	\$ (2,704,090)	\$ (651,018)	\$ (61,117,742)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 963,842	\$ (18,790,432)	\$ (4,630,641)	\$ (22,457,231)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 40,828,960			\$ 40,828,960
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 41,792,802	\$ (18,790,432)	\$ (4,630,641)	\$ 18,371,729
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ 1,180,429	\$ -	\$ -	\$ 1,180,429
Restricted 9740				
Committed 9750-9760	\$ 24,822,779	\$ (19,417,618)	\$ (4,785,510)	\$ 619,651
Assigned 9780	\$ 3,003,494	\$ -	\$ -	\$ 3,003,494
Reserve for Economic Uncertainties 9789	\$ 12,786,100	\$ 627,186	\$ 154,869	\$ 13,568,155
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ 0	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Restricted General Fund**

Bargaining Unit:

Combined GTA, CSEA and GSMA

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 28,982,366		\$ -	\$ 28,982,366
Other State Revenue 8300-8599	\$ 92,402,427		\$ -	\$ 92,402,427
Other Local Revenue 8600-8799	\$ 14,694,181		\$ -	\$ 14,694,181
<b>TOTAL REVENUES</b>	\$ 136,078,974		\$ -	\$ 136,078,974
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 34,860,717	\$ 3,698,985	\$ 953,783	\$ 39,513,485
Classified Salaries 2000-2999	\$ 21,190,529	\$ 172,537	\$ -	\$ 21,363,066
Employee Benefits 3000-3999	\$ 29,985,383	\$ 948,346	\$ 228,889	\$ 31,162,618
Books and Supplies 4000-4999	\$ 8,069,353		\$ -	\$ 8,069,353
Services and Other Operating Expenditures 5000-5999	\$ 93,958,368		\$ -	\$ 93,958,368
Capital Outlay 6000-6999	\$ 717,887		\$ -	\$ 717,887
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 809,000		\$ -	\$ 809,000
Transfers of Indirect Costs 7300-7399	\$ 1,344,830		\$ -	\$ 1,344,830
<b>TOTAL EXPENDITURES</b>	\$ 190,936,067	\$ 4,819,867	\$ 1,182,672	\$ 196,938,606
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 3,842,773	\$ -	\$ -	\$ 3,842,773
Contributions 8980-8999	\$ 57,762,634	\$ 2,704,090	\$ 651,018	\$ 61,117,742
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (937,232)	\$ (2,115,778)	\$ (531,654)	\$ (3,584,664)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 17,383,118			\$ 17,383,118
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 16,445,886	\$ (2,115,778)	\$ (531,654)	\$ 13,798,454
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ 16,445,886	\$ (2,115,778)	\$ (531,654)	\$ 13,798,454
Committed 9750-9760				
Assigned Amounts 9780				
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ (0)	\$ -	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



## Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Combined General Fund**  
Bargaining Unit: Combined GTA, CSEA and GSMA

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 277,356,848		\$ -	\$ 277,356,848
Federal Revenue 8100-8299	\$ 29,182,366		\$ -	\$ 29,182,366
Other State Revenue 8300-8599	\$ 100,104,863		\$ -	\$ 100,104,863
Other Local Revenue 8600-8799	\$ 19,584,721		\$ -	\$ 19,584,721
<b>TOTAL REVENUES</b>	\$ 426,228,798		\$ -	\$ 426,228,798
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 138,039,287	\$ 16,371,601	\$ 4,163,208	\$ 158,574,096
Classified Salaries 2000-2999	\$ 49,307,705	\$ 445,930	\$ -	\$ 49,753,635
Employee Benefits 3000-3999	\$ 97,856,218	\$ 4,088,678	\$ 999,087	\$ 102,943,983
Books and Supplies 4000-4999	\$ 15,830,334		\$ -	\$ 15,830,334
Services and Other Operating Expenditures 5000-5999	\$ 119,884,238		\$ -	\$ 119,884,238
Capital Outlay 6000-6999	\$ 853,633		\$ -	\$ 853,633
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ 1,029,000		\$ -	\$ 1,029,000
Transfers of Indirect Costs 7300-7399	\$ (441,000)		\$ -	\$ (441,000)
<b>TOTAL EXPENDITURES</b>	\$ 422,359,415	\$ 20,906,209	\$ 5,162,295	\$ 448,427,919
<b>OTHER FINANCING SOURCES/USES</b>				
Transfer In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 3,842,773	\$ -	\$ -	\$ 3,842,773
Contributions 8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 26,610	\$ (20,906,209)	\$ (5,162,295)	\$ (26,041,894)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 58,212,077			\$ 58,212,077
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 58,238,687	\$ (20,906,209)	\$ (5,162,295)	\$ 32,170,183
<b>COMPONENTS OF ENDING FUND</b>				
Nonspendable 9711-9719	\$ 1,180,429	\$ -	\$ -	\$ 1,180,429
Restricted 9740	\$ 16,445,886	\$ (2,115,778)	\$ (531,654)	\$ 13,798,454
Committed 9750-9760	\$ 24,822,779	\$ (19,417,618)	\$ (4,785,510)	\$ 619,651
Assigned 9780	\$ 3,003,494	\$ -	\$ -	\$ 3,003,494
Reserve for Economic Uncertainties 9789	\$ 12,786,100	\$ 627,186	\$ 154,869	\$ 13,568,155
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ 0	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Fund 12 - Child Development Fund**

Bargaining Unit:

Combined GTA, CSEA and GSMA

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 636,093		\$ -	\$ 636,093
Other State Revenue 8300-8599	\$ 2,676,311		\$ -	\$ 2,676,311
Other Local Revenue 8600-8799	\$ 350,045		\$ -	\$ 350,045
<b>TOTAL REVENUES</b>	\$ 3,662,449		\$ -	\$ 3,662,449
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 1,789,792	\$ 197,443	\$ 51,838	\$ 2,039,073
Classified Salaries 2000-2999	\$ 858,591	\$ 7,382	\$ -	\$ 865,973
Employee Benefits 3000-3999	\$ 1,457,051	\$ 50,081	\$ 12,440	\$ 1,519,572
Books and Supplies 4000-4999	\$ 153,305		\$ -	\$ 153,305
Services and Other Operating Expenditures 5000-5999	\$ 131,483		\$ -	\$ 131,483
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ 111,000		\$ -	\$ 111,000
<b>TOTAL EXPENDITURES</b>	\$ 4,501,222	\$ 254,906	\$ 64,278	\$ 4,820,406
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ 858,773	\$ -	\$ -	\$ 858,773
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ 20,000	\$ (254,906)	\$ (64,278)	\$ (299,184)
<b>BEGINNING FUND BALANCE</b> 9791	\$ 338,682			\$ 338,682
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 358,682	\$ (254,906)	\$ (64,278)	\$ 39,498
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ 358,682	\$ (254,906)	\$ (64,278)	\$ 39,498
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ (0)	\$ -	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET****Fund 13/61 - Cafeteria Fund**

Bargaining Unit:

Combined GTA, CSEA and GSMA

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 6,990,000		\$ -	\$ 6,990,000
Other State Revenue 8300-8599	\$ 2,754,949		\$ -	\$ 2,754,949
Other Local Revenue 8600-8799	\$ 320,800		\$ -	\$ 320,800
<b>TOTAL REVENUES</b>	\$ 10,065,749		\$ -	\$ 10,065,749
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 3,556,523	\$ 29,359	\$ -	\$ 3,585,882
Employee Benefits 3000-3999	\$ 2,203,347	\$ 10,706	\$ -	\$ 2,214,053
Books and Supplies 4000-4999	\$ 3,951,660		\$ -	\$ 3,951,660
Services and Other Operating Expenditures 5000-5999	\$ 286,650		\$ -	\$ 286,650
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ 330,000		\$ -	\$ 330,000
<b>TOTAL EXPENDITURES</b>	\$ 10,328,180	\$ 40,065	\$ -	\$ 10,368,245
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (262,431)	\$ (40,065)	\$ -	\$ (302,496)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 6,479,161			\$ 6,479,161
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 6,216,730	\$ (40,065)	\$ -	\$ 6,176,665
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719		\$ -	\$ -	\$ -
Restricted 9740	\$ 6,216,730	\$ (40,065)	\$ -	\$ 6,176,665
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780		\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 0	\$ -	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Business Advisory Services  
Revised 06/11/2021



Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: **Fund 21 and Fund 25**  
 Bargaining Unit: **Combined GTA, CSEA and GSMA**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenues 8600-8799	\$ 1,680,000		\$ -	\$ 1,680,000
<b>TOTAL REVENUES</b>	\$ 1,680,000		\$ -	\$ 1,680,000
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 1,105,608	\$ 13,490	\$ -	\$ 1,119,098
Employee Benefits 3000-3999	\$ 631,357	\$ 4,920	\$ -	\$ 636,277
Books and Supplies 4000-4999	\$ 9,593		\$ -	\$ 9,593
Services and Other Operating Expenditures 5000-5999	\$ 363,000		\$ -	\$ 363,000
Capital Outlay 6000-6999	\$ 32,709,877		\$ -	\$ 32,709,877
Other Outgo (excluding Indirect Costs) 7100-7299 7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 34,819,435	\$ 18,410	\$ -	\$ 34,837,845
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (33,139,435)	\$ (18,410)	\$ -	\$ (33,157,845)
<b>BEGINNING FUND BALANCE</b> 9791	\$ 87,326,790			\$ 87,326,790
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 54,187,355	\$ (18,410)	\$ -	\$ 54,168,945
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ 54,187,355	\$ (18,410)	\$ -	\$ 54,168,945
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780		\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ -	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



Glendale USD

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**Enter Fund: **Fund 67 - Self-Insurance Fund**Bargaining Unit: **Combined GTA, CSEA and GSMA**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Interim Projection (As of 2022-23 2nd Interim Report)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ 14,904,340		\$ -	\$ 14,904,340
<b>TOTAL REVENUES</b>	\$ 14,904,340		\$ -	\$ 14,904,340
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 100,586	\$ 1,509	\$ -	\$ 102,095
Employee Benefits 3000-3999	\$ 52,963	\$ 551	\$ -	\$ 53,514
Books and Supplies 4000-4999	\$ 10,000		\$ -	\$ 10,000
Services and Other Operating Expenditures 5000-5999	\$ 15,023,892		\$ -	\$ 15,023,892
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo (excluding Indirect Costs) 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Transfers of Indirect Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 15,187,441	\$ 2,060	\$ -	\$ 15,189,501
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (283,101)	\$ (2,060)	\$ -	\$ (285,161)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 16,430,934			\$ 16,430,934
Audit Adjustments/Other Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 16,147,833	\$ (2,060)	\$ -	\$ 16,145,773
<b>COMPONENTS OF ENDING FUND BALANCE:</b>				
Nonspendable 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted 9740	\$ -	\$ -	\$ -	\$ -
Committed 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 16,147,833	\$ (2,060)	\$ -	\$ 16,145,773

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



Glendale USD  
Combined GTA, CSEA and GSMA

**Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:**

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ 3,979,623	Retro Pay for fiscal year 2021-22
Other Financing Sources/Uses	\$ (651,018)	Retro Pay for fiscal year 2021-22

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ 1,182,672	Retro Pay for fiscal year 2021-22
Other Financing Sources/Uses	\$ 651,018	Retro Pay for fiscal year 2021-22

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ 64,278	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

## Additional Comments:

None.



Glendale USD

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS****Unrestricted General Fund MYP**

Combined GTA, CSEA and GSMA

Bargaining Unit:

Object Code	2022-23	2023-24	2024-25
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCCF Revenue 8010-8099	\$ 277,356,848	\$ 294,854,871	\$ 299,174,604
Federal Revenue 8100-8299	\$ 200,000	\$ 200,000	\$ 200,000
Other State Revenue 8300-8599	\$ 7,702,436	\$ 7,683,607	\$ 7,731,646
Other Local Revenue 8600-8799	\$ 4,890,540	\$ 4,805,771	\$ 4,844,641
<b>TOTAL REVENUES</b>	\$ 290,149,824	\$ 307,544,249	\$ 311,950,891
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 119,060,611	\$ 115,566,205	\$ 118,135,013
Classified Salaries 2000-2999	\$ 28,390,569	\$ 31,747,180	\$ 33,016,411
Employee Benefits 3000-3999	\$ 71,781,366	\$ 75,571,961	\$ 79,884,714
Books and Supplies 4000-4999	\$ 7,760,981	\$ 4,117,500	\$ 7,635,107
Services and Other Operating Expenditures 5000-5999	\$ 25,925,870	\$ 25,609,910	\$ 27,320,827
Capital Outlay 6000-6999	\$ 135,746	\$ 294,356	\$ 300,155
Other Outgo (excluding Indirect Costs) 7100-7299	\$ 220,000	\$ 220,000	\$ 220,000
7400-7499			
Transfers of Indirect Costs 7300-7399	\$ (1,785,830)	\$ (1,334,876)	\$ (1,291,903)
Other Adjustments		\$ -	\$ (6,300,000)
<b>TOTAL EXPENDITURES</b>	\$ 251,489,313	\$ 251,792,236	\$ 258,920,324
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ (61,117,742)	\$ (55,310,174)	\$ (55,698,776)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (22,457,231)	\$ 441,839	\$ (2,668,209)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 40,828,960	\$ 18,371,729	\$ 18,813,568
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 18,371,729	\$ 18,813,568	\$ 16,145,360
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ 1,180,429	\$ 1,180,429	\$ 1,180,429
Restricted 9740			
Committed 9750-9760	\$ 619,651	\$ 3,092,446	\$ 292,237
Assigned 9780	\$ 3,003,494	\$ 3,003,494	\$ 3,003,494
Reserve for Economic Uncertainties 9789	\$ 13,568,155	\$ 11,537,200	\$ 11,669,200
Unassigned/Unappropriated Amount 9790	\$ 0	\$ (0)	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**



Glendale USD

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

**Restricted General Fund MYP**  
 Bargaining Unit: Combined GTA, CSEA and GSMA

Object Code	2022-23	2023-24	2024-25
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ -	\$ -	\$ -
Federal Revenue 8100-8299	\$ 28,982,366	\$ 14,336,527	\$ 14,336,527
Other State Revenue 8300-8599	\$ 92,402,427	\$ 41,208,375	\$ 41,929,773
Other Local Revenue 8600-8799	\$ 14,694,181	\$ 13,575,821	\$ 13,575,821
<b>TOTAL REVENUES</b>	\$ 136,078,974	\$ 69,120,723	\$ 69,842,121
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 39,513,485	\$ 34,055,899	\$ 33,172,218
Classified Salaries 2000-2999	\$ 21,363,066	\$ 19,714,832	\$ 19,413,778
Employee Benefits 3000-3999	\$ 31,162,618	\$ 27,994,583	\$ 27,373,698
Books and Supplies 4000-4999	\$ 8,069,353	\$ 5,047,025	\$ 4,636,349
Services and Other Operating Expenditures 5000-5999	\$ 93,958,368	\$ 41,153,436	\$ 41,052,502
Capital Outlay 6000-6999	\$ 717,887	\$ 54,406	\$ 54,409
Other Outgo (excluding Indirect Costs) 7100-7299	\$ 809,000	\$ 757,651	\$ 732,562
7400-7499			
Transfers of Indirect Costs 7300-7399	\$ 1,344,830	\$ 893,876	\$ 850,903
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 196,938,606	\$ 129,671,707	\$ 127,286,418
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 3,842,773	\$ 3,109,062	\$ 2,766,413
Contributions 8980-8999	\$ 61,117,742	\$ 55,310,174	\$ 55,698,776
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (3,584,664)	\$ (8,349,873)	\$ (4,511,935)
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 17,383,118	\$ 13,798,454	\$ 5,448,581
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 13,798,454	\$ 5,448,581	\$ 936,647
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ -	\$ -	\$ -
Restricted 9740	\$ 13,798,454	\$ 5,448,581	\$ 936,647
Committed 9750-9760			
Assigned 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ (0)	\$ 0	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**



Glendale USD

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

**Combined General Fund MYP**  
 Bargaining Unit: Combined GTA, CSEA and GSMA

Object Code	2022-23	2023-24	2024-25
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 277,356,848	\$ 294,854,871	\$ 299,174,604
Federal Revenue 8100-8299	\$ 29,182,366	\$ 14,536,527	\$ 14,536,527
Other State Revenue 8300-8599	\$ 100,104,863	\$ 48,891,982	\$ 49,661,419
Other Local Revenue 8600-8799	\$ 19,584,721	\$ 18,381,592	\$ 18,420,462
<b>TOTAL REVENUES</b>	<b>\$ 426,228,798</b>	<b>\$ 376,664,972</b>	<b>\$ 381,793,012</b>
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 158,574,096	\$ 149,622,104	\$ 151,307,231
Classified Salaries 2000-2999	\$ 49,753,635	\$ 51,462,012	\$ 52,430,189
Employee Benefits 3000-3999	\$ 102,943,983	\$ 103,566,543	\$ 107,258,411
Books and Supplies 4000-4999	\$ 15,830,334	\$ 9,164,525	\$ 12,271,456
Services and Other Operating Expenditures 5000-5999	\$ 119,884,238	\$ 66,763,346	\$ 68,373,329
Capital Outlay 6000-6999	\$ 853,633	\$ 348,762	\$ 354,564
Other Outgo (excuding Indirect Costs) 7100-7299	\$ 1,029,000	\$ 977,651	\$ 952,562
7400-7499			
Transfers of Indirect Costs 7300-7399	\$ (441,000)	\$ (441,000)	\$ (441,000)
Other Adjustments		\$ -	\$ (6,300,000)
<b>TOTAL EXPENDITURES</b>	<b>\$ 448,427,919</b>	<b>\$ 381,463,943</b>	<b>\$ 386,206,742</b>
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 3,842,773	\$ 3,109,062	\$ 2,766,413
Contributions 8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (26,041,894)</b>	<b>\$ (7,908,033)</b>	<b>\$ (7,180,143)</b>
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 58,212,077	\$ 32,170,183	\$ 24,262,150
Audit Adjustments/Other Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	<b>\$ 32,170,183</b>	<b>\$ 24,262,150</b>	<b>\$ 17,082,007</b>
<b>COMPONENTS OF ENDING FUND BALANCE:</b>			
Nonspendable 9711-9719	\$ 1,180,429	\$ 1,180,429	\$ 1,180,429
Restricted 9740	\$ 13,798,454	\$ 5,448,581	\$ 936,647
Committed 9750-9760	\$ 619,651	\$ 3,092,446	\$ 292,237
Assigned 9780	\$ 3,003,494	\$ 3,003,494	\$ 3,003,494
Reserve for Economic Uncertainties 9789	\$ 13,568,155	\$ 11,537,200	\$ 11,669,200
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 0	\$ (0)

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

Glendale USD  
 Combined GTA, CSEA and GSMA

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

		2022-23	2023-24	2024-25
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 452,270,692	\$ 384,573,005	\$ 388,973,155
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 452,270,692	\$ 384,573,005	\$ 388,973,155
d.	State Standard Minimum Reserve Percentage for this District <b>Enter percentage</b> →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 13,568,121	\$ 11,537,190	\$ 11,669,195

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 13,568,155	\$ 11,537,200	\$ 11,669,200
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 0	\$ (0)	\$ (0)
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e.	Total Available Reserves	\$ 13,568,155	\$ 11,537,200	\$ 11,669,200
f.	Reserve for Economic Uncertainties Percentage	3.00%	3.00%	3.00%

3. Do unrestricted reserves meet the state minimum reserve amount?

2022-23	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2023-24	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2024-25	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?



Glendale USD  
 Combined GTA, CSEA and GSMA

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 21,221,649
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (20,906,209)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ (254,906)
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ (40,065)
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ (18,410)
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ (2,060)
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (21,221,650)

Variance \$ (0)

Variance Explanation:

Variance is "zero".

6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	\$ 26,610	0.0%	STRS/PERS/SPED/ADA Loss
Current FY Surplus/(Deficit) after settlement(s)?	\$(26,041,894)	(5.8%)	STRS/PERS/SPED/ADA Loss/Settlement
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (7,908,033)	(2.1%)	STRS/PERS/SPED/ADA Loss/Settlement
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (7,180,143)	(1.8%)	STRS/PERS/SPED/ADA Loss/Settlement

Deficit Reduction Plan (as necessary):

Our existing commitments will pay for fiscal year 2022-23 and 2023-24 pay increases and other operational cost increases. The Board of Education is aware of the deficit spending pattern and will be proactive in finding ways to reduce the deficit spending pattern through revenue increases and/or expenditure reductions.

7. Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 8a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ (6,300,000)	District will develop a 2024-25 Fiscal Stabilization Plan.
2nd Subsequent FY Restricted, Page 5b	\$ -	



**J. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Glendale Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2020 to June 30, 2023 for the GTA, CSEA and GSMA bargaining groups.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	26,448,223
\$	(26,448,223)

Subsequent Years

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

	Budget Adjustment Increase/(Decrease)
\$	-
\$	-
\$	-

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify  I am unable to certify

Vivian Quilman  
 District Superintendent  
 (Signature)

3/28/2023  
 Date

I hereby certify  I am unable to certify

[Signature]  
 Chief Business Official  
 (Signature)

03/28/23  
 Date

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.



Glendale USD

Combined GTA, CSEA and GSMA

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

For GSMA - WAGES: 2022-23 "me-too" has on-oging increase of 1.50% for GSMA.

For GTA - WAGES: 2020-21 has one time increase of 4.50%. 2021-22 has on-going increase of 3.5%. 2022-23 has an on-oging increase of 5.0%. Certain stipend adjustments of \$472,521 salary impact .

For CSEA - WAGES: 2022-23 "me-too" has on-oging increase of 0.68% for CSEA.

Concerns regarding affordability of agreement in subsequent years (if any):

There is no impact on instructional and support programs to accommodate the settlement. However, the district is aware that a Fiscal Stabilization Plan in 2024-25 is necessary to reduce expenses or increase revenues to offset deficit spending.

For GSMA, this is a single year "me-too" agreement for Fiscal Year 2022-23 Unrestricted or Restricted fund balances. The District will include any impacts in the Fiscal Stabilization Plan for 2024-25 of \$6,300,000.

For GTA, this is a multiyear agreement for Fiscal Years 2020-21, 2021-22 and 2022-23 Unrestricted or Restricted fund balances. The District will include any impacts in the Fiscal Stabilization Plan for 2024-25 of \$6,300,000.

For CSEA, this is a single year "me-too" agreement for Fiscal Year 2022-23 Unrestricted or Restricted fund balances. The District will include any impacts in the Fiscal Stabilization Plan for 2024-25 of \$6,300,000.



**K. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Glendale Unified School District

**District Name**

**District Superintendent  
(Signature)**

**Date**

Craig Larimer, Financial Analyst

**Contact Person**

818-241-3111 ext. 1349

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on April 4, 2023, took action to approve the proposed agreement with the Glendale Teachers Association, California School Employees Association and Glendale Schools Management Association Bargaining Units.

**President (or Clerk), Governing Board  
(Signature)**

**Date**

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Darneika Watson, Chief Human Resources & Operations Officer

SUBJECT: **Approval of the Wage Increase with Glendale Schools Management Association (GSMA)**

---

The Superintendent recommends that the Board of Education approve the wage increase with GSMA in accordance with Board of Education policy.

GUSD allocates \$522,209 through June 30, 2023 (equivalent to 1.5%) to all GSMA unit members. Below are the terms of the Board Authorization with GSMA:

- A 1.5% salary increase applicable to all GSMA unit members' salary schedules shall be implemented retroactive to July 1, 2022 for the 2022-2023 school year.

The financial disclosures for all three bargaining units (CSEA, GTA, and GSMA) have been prepared as a single document, with the total impact of all proposed agreements on the current year operating budget and subsequent years. This financial disclosure associated with these agreements has been posted per AB1200/AB2756 regulations and is also attached to Action Report No. 2 for Board approval.

***TO SUPPORT 2022-2023 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Darneika Watson, Chief Human Resources & Operations Officer

SUBJECT: **Approval of the Wage Increase with California School Employees Association (CSEA)**

---

The Superintendent recommends that the Board of Education approve the wage increase with CSEA in accordance with Board of Education policy.

On May 9, 2022, the California School Employees Association and its Glendale Chapter #3 and the Glendale Unified School District reached agreement with a total ongoing increase in wages of 7.97%, which included an agreement that should any bargaining unit receive additional compensation greater than 7.97%, the District would grant parity. On February 28, 2023 the Glendale Teachers Association (GTA) and Glendale Unified School District signed a Tentative Agreement which includes a total ongoing increase in wages of 8.5%, plus ongoing stipends increases equivalent to 0.15%. In accordance with their agreement, CSEA unit members will be granted a supplemental general salary increase of 0.68% to achieve parity

GUSD allocates \$439,205 through June 30, 2023 (equivalent to 0.68%) to all CSEA unit members. Below are the terms of the Board Authorization with CSEA:

- A 0.68% salary increase applicable to all CSEA unit members' salary schedules shall be implemented retroactive to July 1, 2022 for the 2022-2023 school year.

The financial disclosures for all three bargaining units (CSEA, GTA, and GSMA) have been prepared as a single document, with the total impact of all proposed agreements on the current year operating budget and subsequent years. This financial disclosure associated with these agreements has been posted per AB1200/AB2756 regulations and is also attached to Action Report No. 2 for Board approval.

***TO SUPPORT 2022-2023 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Dr. Debra E. Rinder, Executive Director, Special Education

**SUBJECT: Approval of Additional Non-Public School Master Contract**

The Superintendent recommends that the Board of Education approve the Master Contract between Glendale Unified School District and the Casa Pacifica Centers for Children and Families, a State-certified non-public school and residential treatment center (RTC).

At the July 12, 2022, Board meeting, the Board of Education approved the State-certified non-public schools which the District may contract with during 2022-2023 school year to provide an alternative educational setting for students in special education. Due to an increasing number of students that require placement at an RTC, the Special Education Department needed to contract with new non-public schools and RTCs not approved at the July 2022 meeting in order to remain in compliance with the students' placement recommendations.

The average cost per student for placement at Casa Pacifica Centers for Children and Families is approximately \$133,900 for the remainder of 2022-2023 school year. The provision of special education services implemented by non-public schools are funded by state special education appropriations

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer

PREPARED BY: Frank Schlueter, Director, Educational Technology & Information Services

SUBJECT: **Authorize GUSD to Purchase Network Infrastructure Equipment from AMS.net using the SPURR Contract**

---

The Superintendent recommends that the Board of Education authorize the District to purchase network infrastructure equipment from AMS.net in the amount not to exceed \$1,119,083.64, paid from Measure S funds.

ETIS is currently engaged in a multi-year network infrastructure upgrade project. This upgrade is necessary to replace network equipment that has reached end-of-life or end-of-support status since our original Measure S-funded infrastructure upgrade that took place between 2012 and 2015. Since 2020 the infrastructure upgrades have been spread between three years to maximize Erate funding. We are in the third and final phase of the network upgrade.

The E-Rate program is a federally funded program to help schools purchase technology services and products at discounted rates. The discount is determined by the percentage of students in the free and reduced lunch program. GUSD has benefited from the E-Rate program for several years with discounted telephone and data circuits, and network infrastructure upgrades. GUSD submitted multiple E-Rate applications over the past few years for the current network infrastructure upgrade.

SPURR (School Project for Utility Rate Reduction) is a joint powers authority of California public school districts, county offices of education, and community colleges. The benefit of membership allows districts to take advantage of SPURR pricing, which offers competitive pricing. SPURR membership is free and open to all California public K-12 school districts. GUSD has been a member of SPURR since 2013 and is therefore able to take advantage of its benefits. SPURR issued a Request for Proposal (RFP) and conducted competitive bidding on October 27, 2021, for network infrastructure equipment and services in the state of California, in which AMS.net was the awarded vendor. GUSD, based on the recommendation of its E-Rate consultant, is using the piggybackable SPURR contract. AMS.net is the lowest responsive bidder from the SPURR procurement platform. We recommend using the SPURR Master Contract for pricing.

The necessary network infrastructure upgrade purchases have been spread over multiple fiscal years, between July 2021 and June 2023. On March 9, 2021, and March 8, 2022, the Board

approved submitting E-Rate applications for network equipment and purchasing the equipment. The remaining balance of the equipment from the approved E-Rate application is scheduled to be purchased at this time which includes wireless access points, and network switches to replace the aging components of the GUSD network infrastructure. The total cost of this equipment is \$2,419,083.64. Approximately \$1.3 million will be funded by E-Rate and the rest will be paid by Measure S funds.

It is recommended to approve purchasing wireless access points and network switches from AMS.net in the amount not to exceed \$1,119,083.64 out of Measure S Funds.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: David Greco, Chief Counsel and Business Operations Officer

PREPARED BY: Hagop Kassabian, Administrator: Facilities Planning & Maintenance  
Barbara Howard, Director, Procurement and Contract Services

SUBJECT: **Award of Bid No. 240-23/24 for Playground Installation Project at College View School**

---

The Superintendent recommends that the Board of Education award Bid No. 240-23/24 for the playground installation project at College View School to AMB Group, Inc. in the amount of \$81,350 funded by GEF funds.

In accordance with established procedures, Procurement & Contract Services completed the solicitation of bids for the playground installation project at College View School. A bid conference and a job walk were conducted on March 7, 2023 and two (2) contractors participated. The District received and opened one (1) bid on March 11, 2023, as outlined below:

<b>Contractor</b>	<b>Base Bid</b>
AMB Group, Inc.	\$81,350

Staff is recommending the award of contract to AMB Group, Inc. as the responsive and responsible bidder in the amount of \$81,350. This project is anticipated to be completed by July 15, 2023. Bid details are available for review in the Procurement & Contract Services Department. This project will be funded by GEF funds.

***TO SUPPORT 2022-2023 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the district; implement a fiscal plan to preserve the district resources; and plan for the district’s future educational and facility needs.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 8

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: David Greco, Chief Counsel and Business Operations Officer

PREPARED BY: Hagop Kassabian, Administrator: Facilities Planning & Maintenance

SUBJECT: **Approval of Change Order No. 1 to Bid No. 236-21/22 with JB Bostick Co. Inc. for Asphalt Projects at Three (3) District Sites and Notice of Completion**

---

The Superintendent recommends that the Board of Education approve Change Order No. 1 to Bid No. 236-21/22 with JB Bostick Co. Inc. for asphalt projects at three (3) District Sites in the amount of \$45,765.72 and Notice of Completion, funded by Measure S funds.

On April 19, 2022, the Board approved the award of Bid No. 236-21/22 to JB Bostick Co. Inc. for the asphalt projects at three (3) District Sites in the amount of \$462,000, plus an allowance of \$25,000, of which \$22,739.15 was used, for a total construction cost of \$484,739.15.

Following the start of construction staff encountered changes on the project that required addressing for the project to move forward. The changes included the following:

- At Franklin Elementary School and Pacific Avenue Education Center - Removal of additional asphalt to depth of three (3) inches and prepare the area for the installation of new asphalt paving.
- At Jefferson Elementary School - Removal/hauling/disposal of the existing playground structure, pre-cast concrete footings, and prepare the area for the installation of three (3) inches of additional asphalt.

Change Order No. 1 in the amount of \$45,765.72 accounts for these changes to the contract. This Change Order represents 9.91% increase to the original contract and is included in the previously allocated 10% project contingency. This increases the total contract amount to \$530,504.87.

This project was completed in a satisfactory manner as of January 5, 2023, for a total cost of \$530,504.87 and funded by Measure S – Annual Deferred Maintenance (Summer Projects) funds. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



**Planning, Development & Facilities**  
 349 Magnolia Avenue  
 Glendale, California 91204  
 Tel: 818.507.0201 Fax: 818.507.4911

**Project Name:** *Asphalt Projects at Three District Sites*  
**DSA No:** *[insert number]*

**District PO No:** *PO1-23000000077*  
**District Contract No:** *236-21/22*

**CHANGE ORDER**

**To:** Glendale Unified School District  
**From:** JB Bostick Co. Inc.  
 2870 E. La Cresta Ave.  
 Anaheim, CA. 92886

**No. #1**

**Date:** 03/08/2022

**The following modifications have been made to your basic contract for the reasons listed below:**

<u>Item</u>	<u>Responsibility Code</u>	<u>Days</u>	<u>Change Amount</u>
PCO#1 (7) Additional- Removal additional asphalt to a depth of 3 inches , Prep subgrade to a new asphalt paving @ PAEC and Franklin		2	\$34,686.08
PCO#2 (7) Remove/ Haul/ Dispose existing Playground Structure and pre cast concrete footings and Prep for 3 inches of extra asphalt and asphalt		2	\$11,079.64

Contractor agrees to furnish all labor and materials and perform all of the above described work indicated in each item attached in compliance with the applicable sections of the Contract Documents. The amount of the charges under the Change Order is limited to the charges allowed under **Article 17** of the **General Conditions**. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in the Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in the Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

The Original Contract Sum and Calendar Days .....	\$	\$462,000.00	25
Net Change by Previously Authorized Requests and Changes .....	\$	22,739.15	2
The Contract Sum and Days prior to this Change Order were.....	\$	\$484,739.15	27
The Contract Sum and Days will be increased/(decreased) by .....	\$	\$45,765.72	4
The New Contract Sum and Days including this Change Order.....	\$	\$530,504.87	31
District Approved Allowance Used to Date.....	\$	22,739.15	2
The New Total Contract Sum and Days including CO and Allowance .....	\$	\$530,504.87	31
The Date of Contract Completion as of this Change Order is therefore .....		8/19/2022	31
Cumulative Percentage of Original Contract .....	%		9.90%

Authorized	Signature	Date
Owner		
Contractor		
Architect		
Project Manager		
Inspector of Record		

**Responsibility Code**

- |                         |                        |                         |
|-------------------------|------------------------|-------------------------|
| 1. Differing Conditions | 4. Value Enhancement   | 7. Required Extra Scope |
| 2. Design Error         | 5. Settlement          | 8. Optional Extra Scope |
| 3. Design Omission      | 6. Resolution of Claim | 9. Other (explain)      |

It is further understood and agreed that this adjustment constitutes compensation in full for all costs and markup directly or indirectly attributable to this change, or for all delays related thereto, including but not limited to all extended overhead and loss of productivity costs and for performance for this change within the time frame stated and Contractor expressly waives any



Recording Requested by  
Glendale Unified School District.

When recorded please mail to:

**Attn: Business Services  
Glendale Unified School Dist.  
223 N. Jackson Street  
Glendale, CA 91206**

(Space above this line for Recorders Use)

### NOTICE OF COMPLETION

**PROPERTY:** Franklin Elementary School  
**ADDRESS:** 1610 Lake Street, Glendale, CA 91201

Jefferson Elementary School  
1540 Fifth Street, Glendale, CA 91201

Pacific Avenue Education Center  
440 West Lomita Ave., Glendale, CA 91204

**OWNER:** Glendale Unified School District  
223 N. Jackson St.  
Glendale, Ca. 91206

**IMPROVEMENT:** Asphalt Projects  
**DATE OF COMPLETION:** January 5, 2023  
**CONTRACTOR:** JB Bostick Co.  
**BOARD APPROVAL:** April 19, 2022  
**CONTRACT DATE:** May 9, 2022  
**BID No.:** 236-21/22  
**PURCHASE ORDER No.:** 230000000077

### VERIFICATION

I, the undersigned, say: I am the Glendale Unified School District Official, the declarant of the foregoing notice of completion. I have read the Notice of Completion and know the contents thereof: the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 5, 2023 at Glendale, California

Hagop Kassabian  
**Glendale Unified School District**  
Administrator, Planning, Development and Facilities

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

ACTION REPORT NO. 9

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: David Greco, Chief Counsel and Business Operations Officer

PREPARED BY: Hagop Kassabian, Administrator: Facilities Planning & Maintenance

SUBJECT: **Approval of Amendment No. 1 to Project Authorization No. 001 with DC Architects for Architectural Services at the Glenoaks Elementary School New Modular Classroom Building Construction Project**

---

The Superintendent recommends that the Board of Education approve Amendment No. 1 to Project Authorization No. 001 with DC Architects for architectural services at the Glenoaks Elementary School new modular classroom building project for a decrease of \$4,098.21, funded by Measure S funds.

On June 25, 2020, the District entered into an Independent Consultant Agreement in the amount of \$44,848 with DC Architects to provide Schematic Design Services as part of the initial study and exploration phase for this project.

On July 14, 2020, the Board of Education approved Project Authorization (PA) No. 001 for DC Architects (DC) to provide professional architectural services for a New Modular Classroom building project at Glenoaks Elementary School for an amount of \$375,736. This agreement is based on an estimated construction cost of \$7,048,400.

In accordance with the approved architectural agreement with DC, final compensation would be calculated based on actual construction costs of this project. The actual construction cost is \$7,310,897.88, which will increase the contract with DC by \$5,430.96 to a grand total of \$381,166.96.

Furthermore, based on project design analysis and negotiations with DC, the district included a 25% credit that would be deducted from the total value of the schematic design phase within the PA. The final value of the schematic design phase within the PA was calculated to be \$38,116.70. A 25% deduction of that value would equal \$9,529.17.

Amendment No. 1 for a decrease of \$4,098.21 reflects the difference between the increase in architectural fees of \$5,430.96 and the schematic design credit of \$9,529.17. Per Amendment No.

Glendale Unified School District

April 4, 2023

Action Report No. 9

Page 2

1 and based on the final construction costs, the total architectural fees will decrease from \$375,736 to \$371,637.79.

This project is funded by Measure S – Glenoaks Elementary School New Modular Classroom Building project. The Superintendent’s Facility Advisory Committee voted to support this recommendation.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



**PROJECT AUTHORIZATION – AMENDMENT #1**  
**Glenoaks New Modular Classroom Building Construction**

Project Authorization Number: **DC Architects – 001**

Date: **July 15, 2020**

**Amendment #1 – April 5, 2023 (Approved by the Board on April 4, 2023)**

This Project Authorization is issued pursuant to the Architectural Services Agreement dated July 15, 2020 by and between GLENDALE UNIFIED SCHOOL DISTRICT (DISTRICT) AND **DC Architects** (ARCHITECT) and, when fully executed, is considered as an integral part of said Agreement subject to all the provisions and conditions thereof.

The DISTRICT does hereby authorize the ARCHITECT to provide professional services on the following project:

1. PROJECT NAME AND LOCATION

**Glenoaks New Modular Classroom Building Construction**  
**2015 East Glenoaks Blvd., Glendale, CA 91206**

2. PROJECT DESCRIPTION/SCOPE

Provide professional architectural services for a new construction modular Classroom building at Glenoaks Elementary School.

**Scope of Services:**

**New 2-Story freestanding Modular Building consisting of Classrooms, Restrooms, other specified rooms, areas and Stairs as noted in the District approved Conceptual Layout.**

**The project will also include associated site development, relocation of utilities as required, and the coordination of the placement of Interim Housing.**

3. ARCHITECT’S SERVICES

The ARCHITECT shall provide those services specified to be performed by the ARCHITECT. The following phases of services are authorized:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Schematic Design            |  |
| <input checked="" type="checkbox"/> Design Development          | <input type="checkbox"/> Other (Specify Below) |
| <input checked="" type="checkbox"/> Construction Documents      | _____  |
| <input checked="" type="checkbox"/> DSA & OPSC Approval         | _____  |
| <input checked="" type="checkbox"/> Bidding Phase               | _____  |
| <input checked="" type="checkbox"/> Construction Administration |  |
| <input checked="" type="checkbox"/> Close-out                   |  |

4. ARCHITECT’S COMPENSATION In conformance with Attachment “A” – Basic Architect Fee Schedule (New Construction), 4% on the Modular Building, and a credit of 25% of the Schematic Design at the Final Construction Cost.

5. PROJECT CONSTRUCTION BUDGET

~~Estimated Cost \$7,048,400.00 (Site \$2,210,000, and Modular \$4,838,400)~~  
Total Construction Cost \$7,310,897.88 (Site \$1,505,220.46, Interim Housing \$535,814.42 and Modular \$5,269,863.00)

6. PROJECT COMPLETION SCHEDULE

- A) Schematic Design to be completed and submitted for review and approval by the DISTRICT within twenty **(20)** work days upon execution of this Project Authorization.
- B) Design Development to be completed and submitted for review and approval by the DISTRICT within thirty **(30)** work days upon acceptance of Schematic Design.
- C) Construction Documents to be completed and submitted for review and approval by the DISTRICT within thirty-five **(35)** work days upon acceptance of Design Development.
- D) Agency approval to be obtained within sixty **(60)** work days after authorization by District to submit the Construction Documents to DSA, but no later than March 30, 20
- E) Balance of Bidding and Construction Administration shall be in coordination with the DISTRICT’s Bid and Construction schedule.
- F) Close-out and DSA Certification to be completed within ninety **(90)** work days after filing of Notice of Completion contingent upon timely review of documents by DSA staff.

7. OTHER PROVISIONS

**None.**

8. The design development and construction document services covered by this AGREEMENT shall be completed and submitted to the Division of the State ARCHITECT for review and approval on or before **See Project Completion Schedule.**

This Project Authorization No. **DC Architects – Glenoaks New Modular Classroom Building Construction Project-001- AMENDMENT #1** is hereby approved, the DISTRICT and the ARCHITECT having executed said Project Authorization on \_\_\_\_\_, 2023.

DISTRICT:

ARCHITECT:

\_\_\_\_\_  
David Greco  
Chief Counsel & Business Operations Officer  
Glendale Unified School District

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**ATTACHMENT "A"**  
**ARCHITECT'S FEE SCHEDULE**  
**Glenoaks New Modular Classroom Building Construction**  
**(Site)**

1. Nine percent (9%) of the first five hundred thousand dollars (\$500,000.00) of computed cost.
2. Eight and one-half percent (8.5%) of the next five hundred thousand dollars (\$500,000.00) computed cost.
3. Eight percent (8%) of the next one million dollars (\$1,000,000.00) computed cost.
4. Seven percent (7%) of the next Four Million dollars (\$4,000,000.00) computed cost.
5. Six percent (6%) of the next Four Million dollars (\$4,000,000.00) computed cost.

**ARCHITECT'S FEE SCHEDULE**  
**Glenoaks New Modular Classroom Building Construction**  
**(Factory Built Modular)**

6. Four percent (4%) of the cost of the factory built modular. (Building cost only, all other costs are included in calculation items (1) through (5) above).



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 1

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED IN: Office of the Superintendent  
SUBJECT: **Minutes**

---

The Superintendent recommends that the Board of Education approve the Minutes, as listed:

- a) Regular Meeting No. 15, March 7, 2023
- b) Special Board Meeting, No. 16, March 28, 2023

GLENDALE UNIFIED SCHOOL DISTRICT  
223 N. Jackson Street  
Glendale, California 91206-4380

**BOARD OF EDUCATION MEETING NO. 15**  
**UNADOPTED MINUTES**  
**REGULAR MEETING, March 7, 2023**

**CALL TO ORDER AND ROLL CALL**

The regular meeting of the Glendale Unified School District Board of Education was called to order by Nayiri Nahabedian, President of the Board of Education, at 5:00 p.m., on Tuesday, March 7, 2023, in the Board Room at the Administration Center, 223 N. Jackson Street, Glendale, California. The following members were present for roll call: Kathleen Cross, Jennifer Freemon, Ingrid Gunnell, Shant Sahakian and Nayiri Nahabedian. Student Board Member Melinda Khechumyan was also present.

The following administrators were present: Dr. Vivian Ekchian, Mr. David Greco, Dr. Kelly King, Ms. Santha Rajiv, and Dr. Darneika Watson.

**PLEDGE OF ALLEGIANCE**

Leona Khachatourian, an 8th grade student at Toll Middle School, led the Pledge of Allegiance.

**CERTIFICATE OF COMPLIANCE**

Ms. Nahabedian read the following statement: "To accommodate the requirements of Government Code §54954.2 and in accordance with the Brown Act revisions, I declare that the agenda for this meeting was posted on the bulletin boards in the lobby of the Administration Center and the GUSD website 72 hours prior to this meeting."

**APPROVAL OF AGENDA ORDER**

A motion was made by Ms. Freemon and seconded by Mr. Sahakian to approve the agenda, as presented. Motion approved unanimously: AYES—Cross, Gunnell, Sahakian, Freemon, and Nahabedian.

**ACKNOWLEDGEMENTS**

1. Crescenta Valley High School Athletes Receive Pacific League Championship Titles

The Board Of Education recognized Crescenta Valley High School Boys Varsity Soccer teams for receiving the title of Pacific League Champions.

ACKNOWLEDGEMENTS (Continued)

2. Glendale Council PTA Reflections Art Program

Thirty students received awards from Glendale Council PTA to commemorate their outstanding work in this annual competition, which is part of the National PTA Reflections Program. Students competed in six categories; literature, music composition, film/video production, dance, photography and visual arts. There were 537 entries submitted at the school sites throughout Glendale Unified, and 123 were judged at the Council PTA level. Those 30 outstanding interpretation winners were then forwarded on to First District PTA, out of which 5 moved on to the State competition.

PRESENTATIONS

1. Women's History Month

Every year, March is designated Women's History Month by Presidential proclamation. The month is set aside to honor women's contributions in American history. The theme for Women's History Month in 2023 is, "celebrating women who tell our stories."

2. Cesar Chavez Day

In 2014, President Barack Obama declared March 31 as Cesar Chavez Day, a federal commemorative holiday to promote service to the community in honor of educator, environmentalist, labor organizer, and a civil rights leader Cesar Chavez. The City of Glendale shared details on their upcoming event commemorating the day.

STUDENT BOARD MEMBER REPORT

Student Board Member Melinda Khechumyan reported on the activities at our high schools and middle schools.

PUBLIC COMMUNICATIONS

1. Sarah Morrison, GTA bargaining chair, spoke about negotiations. They have a tentative agreement. Earlier today, the GTA Board requested that members approve the agreement. The agreement could have been reached seven months ago. It was the contingencies to the wage proposal that were harmful to teachers' morale. We can rebuild now. She requests that when we return to the table to discuss wage proposals that it does not include non-financial contingencies.
2. Linda Fiaga, parent, relayed an incident in which another student called her son, who is Black, a monkey. She said the Hoover administrators responded quickly. The student's parents were notified and the student was suspended for three days. Upon his return to class he gave her son a sincere apology. She feels action speaks louder than words. It was a very strong message, and she is happy how the Hoover team dealt with this incident.



CLOSED SESSION

The Board recessed to closed session at 6:00 p.m. to discuss the following:

1. Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957
2. Personnel matters relating to the discipline, dismissal and release of school-based employees pursuant to Government Code §54957
3. Conference with Labor Negotiators pursuant to Government Code § 54954.5  
Agency designated representatives: Dr. Darneika Watson and Mr. David Greco.  
Employee organization: Glendale Teachers Association and California School Employees Association-Glendale Chapter No. 3
4. Conference with Legal Counsel – Anticipated litigation – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section §54956.9: One potential case
5. Conference with Legal Counsel-Existing litigation pursuant to Government Code Section §54956.9 (d)(1)  
Case No. LASC19STCV42371

CALL TO ORDER/RETURN TO REGULAR MEETING

The meeting reconvened at 7:40 p.m.

REPORTING OUT OF CLOSED SESSION

Closed Session Item No. 5 – Case No. LASC19STCV42371: The Board of Education voted 5-0 to accept a settlement proposal for the JUUL Litigation, which remains subject to final court approval. The terms and conditions of the settlement will be disclosed upon finalization of the settlement. AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

SUPERINTENDENT’S UPDATE

1. Student Voice Panel
2. Diversity, Equity and Inclusion

INFORMATION

1. Review of GUSD Transportation Plan
2. Second Interim Financial Report and Certification – AB 1200 (Refer to Action Report No. 2)

INFORMATION (Continued)

3. Proposed New Basic Textbook for Use in High Schools in the Area of History-Social Science
4. Proposed Modified Course of Study Outline for Use in High Schools in the Area of Career & Technical Education
5. Proposed Memorandum of Understanding with California College Guidance Initiative (CCGI)
6. Proposed Revisions to Board Policy 5145.9 - Hate Speech and Hate-Motivated Conduct
7. Proposed Revisions to Board Policy 9150 - Student Board Member
8. Proposed Revisions to Board Policies Relating to Business and Noninstructional Operations; Students; and Instruction
9. Acknowledgements of Service

The above reports were presented for information only; no action was taken.

ACTION REPORTS

1. Resolution No. 22 - Designating March 2023 as Arts Education in California Month  
  
It was moved by Ms. Freemon and seconded by Ms. Cross to approve Action Report No. 1, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.
2. Second Interim Financial Report and Certification – AB 1200  
  
It was moved by Mr. Sahakian and seconded by Ms. Cross to approve Action Report No. 2, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.
3. Authorize GUSD to Subscribe to Cybersecurity Managed Support Services from Hexalytics Global Services  
  
It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 3, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.
4. Approval of the Proposed GUSD Transportation Plan  
  
It was moved by Ms. Gunnell and seconded by Ms. Cross to approve Action Report No. 4, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

ACTION REPORTS (Continued)

5. Approval List of Prequalified Contractors from which Request for Proposals on Lease-Leaseback Projects May be Solicited

It was moved by Ms. Cross and seconded by Mrs. Freemon to approve Action Report No. 5, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

6. Approval to Use the Sourcewell Contract 010521-LTS for the Purchase and Installation of Playground Equipment, Fall Zone Material and Shade from PlayPower LT Farmington, Inc. at Dunsmore Elementary School

It was moved by Ms. Cross and seconded by Mrs. Freemon to approve Action Report No. 6, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

7. Approval for the Adoption of Physical Education Curricula for Elementary Schools

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 7, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

8. Approval of Services Agreement Between Glendale Unified School District and SPG Therapy & Education

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 8, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

9. Title 5, Temporary Athletic Team Coach Certification 2022-2023

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 9, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

10. Variable Term Waiver Request Elementary Multiple Subject Program for the 2022-2023 School Year

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 10, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

11. Variable Term Waiver Request for Bilingual Crosscultural, Language and Academic Development (BCLAD) for the 2022-2023 School Year

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 11, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

ACTION REPORTS (Continued)

12. Variable Term Waiver Request for Bilingual Crosscultural, Language and Academic Development (BCLAD) for the 2022-2023 School Year

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 12, as recommended. Motion approved by the following vote: AYES— Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

13. Appointment of Angelica Reyes to the Personnel Commission as the CSEA Appointee

It was moved by Ms. Freemon and seconded by Mr. Sahakian to approve Action Report No. 13, as recommended. Motion approved by the following vote: AYES— Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

CONSENT CALENDAR

1. Minutes
  - a. Regular Meeting No. 14 February 21, 2023
2. Certificated Personnel Report No. 11
3. Classified Personnel Report No. 11
4. Warrants totaling \$9,122,480.29 for February 14, 2023 through March 1, 2023
5. Purchase Orders totaling \$1,182,005.21 for the period of February 13, 2023 through February 24, 2023
6. Appropriation Transfer and Budget Revision Report
7. Approval of New Course of Study Outline for Use in High Schools in the Area of Mathematics
8. Approval of Basic Textbooks for Use in Elementary Schools in the Area of Dual Language Immersion for French Instruction
9. Approval of Revisions to Board Policy 6144 – Instruction on Topics of Political and Socio-Cultural Importance
10. Acceptance of Career Technical Education Incentive Grant
11. Acceptance of Computer Science Honors Society Grant
12. Acceptance of the Individuals with Disabilities Education Act, Part B, Section 619 Federal Preschool Grant for Foothill SELPA



CONSENT CALENDAR (Continued)

13. Increasing Adult Meal Prices
14. Agreement with Purdue University
15. Approval of memorandum of Understanding with California College Guidance Initiative (CCGI)
16. Acceptance of Gifts

It was moved by Mrs. Freemon and seconded by Ms. Gunnell to approve the Consent Calendar, as presented. Motion approved unanimously. AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

REPORTS FROM THE BOARD

Ms. Cross enjoyed the CVHS performance of Mamma Mia. The lead female singers were amazing. She also attended for the first time the GHS Oratorical. She has been enjoying the PTA Founders Day events. It's been a lot of fun to see how every school does it. Enrollment is open. TK is expanding. If you need to complete your intra-district permit, you can do it now. Spring break is next week. She encourages everyone to spend time with their kids.

Mr. Sahakian congratulated Glendale High for winning the Scholastic Bowl, enjoyed the GHS PTA Founders Day and Glenoaks PTA Founders Day events, and the GHS Oratorical. The Founders Day events are special because we get to celebrate our teachers, staff, and volunteers. He congratulated those who have been honored. Foothill Little League opened on Saturday. He is coaching his son and nephew. He gave a shout out to the co-presidents of the League, Alex DiRussio and Clay Wilkinson. It takes a lot of work to run the Little League. He thanked all the volunteers who are making great things happen for our students.

Ms. Gunnell gave a shout out to teacher Rafael Ortiz who was recognized at the John Muir PTA Founders Day event. Mr. Ortiz was her assistant principal about 10-12 years ago. She thanked the GTA, parents and community members who spoke during public comment and hope they continue to communicate with them at the board meetings. They had their first Black In Glendale parent meeting. The purpose of the group is to support our Black students and educators in GUSD. When the Student Advisory Council begins discussing revising the Board policy on student representation, she said, "Don't let perfect be the enemy of good." In this country, we used to have segregated schools and segregated communities. If a student in a particular group does not want to participate in the SAC, then at least we did our part. Over time, it will gain momentum.

Mrs. Freemon enjoyed the PTA Founders Day events celebrating our families. Scholastic Bowl was fantastic. Roosevelt once again dominated the middle school track meet. She really appreciates student voice and she thanked Melinda Khechumyan for leading such a thoughtful and engaged group of students who wants to do meaningful work. The Board is here to support her work.

REPORTS FROM THE BOARD (Continued)

Ms. Nahabedian congratulated GHS for winning the Scholastic Bowl and those honored by the Glendale Council PTA Awards. She was also present with Ms. Gunnel at the Black in Glendale parent meeting and looks forward to seeing it developed into what is useful and helpful for our Black students. They would like for Dr. Ekchian to explain what has been done and what the gaps are. She attended the Five Star Coalition meeting with our neighboring districts to share information and best practices. We also had a positive meeting with Assemblywoman Wendy Carrillo which included GCC, the City, and GUSD. We hosted the Chamber of Commerce Glendale Leadership class last Friday sharing what we do.

REPORT FROM THE SUPERINTENDENT

Dr. Ekchian said we are not only a district on the move, but we are also a district with students on the move. As we continue to remove barriers to their success, we are committed to listening to them. Our next Student Voice Panel is March 28.

ADJOURNMENT

There being no further business, President Nahabedian adjourned the meeting at 10:57 p.m.

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Nayiri Nahabedian  
President, Board of Education

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Shant Sahakian  
Clerk, Board of Education

Board of Education Minutes - Regular Meeting, March 7, 2023  
Recorded by: Ms. Phyllis F. Ishisaka, Executive Assistant to the Superintendent  
Approved by the Board of Education:

GLENDALE UNIFIED SCHOOL DISTRICT  
223 N. Jackson Street  
Glendale, California 91206-4380

**BOARD OF EDUCATION MEETING NO. 16**  
**UNADOPTED MINUTES**  
**SPECIAL MEETING, March 28, 2023**

**CALL TO ORDER AND ROLL CALL**

The special meeting of the Glendale Unified School District Board of Education was called to order by President Nayiri Nahabedian at 5:30 p.m. on Tuesday, March 28, 2023, in the “Collaboratory” at Hoover High School, 651 Glenwood Avenue, Glendale, California. The following members were present for roll call: Kathleen Cross, Jennifer Freemon, Ingrid Gunnell, Shant Sahakian, and Nayiri Nahabedian. Student Board Member Melinda Khechumyan was also present.

The following administrators were present: Dr. Vivian Ekchian, Dr. Kelly King, and Ms. Santha Rajiv.

**PLEDGE OF ALLEGIANCE**

Amanda Bystrom, Associated Student Body President at Clark Magnet High School, led the Pledge of Allegiance.

**CERTIFICATE OF COMPLIANCE**

Ms. Nahabedian read the following statement: “To accommodate the requirements of Government Code Section 54954.2 and in accordance with the Brown Act revisions, I declare that the agenda for the meeting was posted on the bulletin board in the lobby of the Administration Center and the GUSD website 24 hours prior to this meeting.”

**APPROVAL OF THE AGENDA ORDER**

Motion to approve the agenda order as presented was made by Ms. Gunnell and seconded by Ms. Cross. Motion approved unanimously. AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

**PUBLIC COMMUNICATIONS**

No one addressed the Board at this time.

**STUDENT VOICE PANEL**

1. The panel discussion was moderated by Amanda Bystrom, Associated Student Body President at Clark Magnet High School. Questions were written by our Student Advisory Council and centered on three key areas: Health and Wellness, Campus Culture and Safety, and Academic Support. All panelists were given an opportunity to respond.

STUDENT VOICE PANEL (Continued)

The following students, representing all five Glendale Unified high schools, made up the Student Voice Panel.

From Clark Magnet High School: Sophia Galstyan, Natalie Hovhannisyan, Isaac Sandler.  
From Crescenta Valley High School: Garvey Anderson, Claire Kang, Alexander Gopala  
From Daily High School: Heavenly Dieguez, Valentina Solorzano, Raul Pereira  
From Glendale High School: Anna Tunyan, McKinnley Gray, Anahi Ceja  
From Hoover High School: Kristina Arutyunyan, Katie Coppersmith, Grickore Danelyan

ADJOURNMENT

There being no further business, Ms. Nahabedian adjourned the meeting at 8:07 p.m.

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Nayiri Nahabedian  
President, Board of Education

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Shant Sahakian  
Clerk, Board of Education

Board of Education Minutes – Special Meeting, March 28, 2023

Recorded by: Ms. Phyllis Ishisaka, Executive Assistant to the Superintendent

Approved by the Board of Education:



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Dr. Darneika Watson, Chief Human Resources and Operations Officer/Director of Classified Personnel

SUBJECT: CERTIFICATED PERSONNEL REPORT NO. 12

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It is recommended that the following report be approved as presented:

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Maternity Leave of Absence</u>		
1.	Bedrousi, Soseh Teacher, Regular Art Glendale High School	5/08/23 through 7/11/23
2.	Tumoine, Audrey Teacher, Regular Kindergarten French Immersion Franklin Elementary	4/29/23 through 6/22/23
<u>Extension of Maternity Leave of Absence</u>		
1.	Barsegyan, Nana Teacher, Regular Science Wilson Middle School	12/23/22 through 5/15/23
2.	Hutchinson, Breanna Teacher, Regular Physical Education Rosemont Middle School	1/09/23 through 6/13/23
<u>Child Care Leave of Absence</u>		
1.	Barsoumian, Tamara Teacher, Regular 5 <sup>th</sup> Grade Balboa Elementary School	8/14/23 through 6/06/24

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Parental Leave of Absence</u>		
1.	Barsoumian, Tamara Teacher, Regular 5 <sup>th</sup> Grade Balboa Elementary School	8/14/23 through 10/16/23
2.	Shahroozi, Shahrokh Psychologist Special Education	5/08/23 through 6/08/23
<u>Health Leave of Absence</u>		
1.	Barnett, Kathy Teacher, Regular Transitional Kindergarten Valley View Elementary	1/25/23 through 3/14/23
2.	Magran, Ilin Director Student Health & Human Services Student Services	3/06/23 through 6/30/23
3.	Melikian, Melany Teacher, Regular English Hoover High School	3/07/23 through 6/06/23
4.	Rojas, Elena Principal Columbus Elementary	3/20/23 through 4/11/23
<u>Extension of Health Leave of Absence</u>		
1.	Barnett, Kathy Teacher, Regular Transitional Kindergarten Valley View Elementary	1/25/23 through 3/31/23
2.	Barnett, Kathy Teacher, Regular Transitional Kindergarten Valley View Elementary	1/25/23 through 4/14/23
3.	Matthewsian, Ani Teacher, Regular 6 <sup>th</sup> Grade Verdugo Woodlands Elementary	10/12/22 through 4/12/23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Extension of Health Leave of Absence (Cont.)</u>		
4.	Park, Jenny Teacher, Regular 5 <sup>th</sup> Grade – FLAG Korean Monte Vista Elementary	1/16/23 through 4/09/23
5.	Ramos, Luz Teacher, Regular 1 <sup>st</sup> Grade – Dual Immersion Muir Elementary	1/12/23 through 3/10/23
6.	Rodriguez, Lilian Teacher, Early Education Franklin Elementary CDCC	12/08/22 through 6/16/23
7.	Sahakian, Anita Teacher, Regular 2 <sup>nd</sup> Grade R.D. White Elementary	12/05/22 through 5/22/23
8.	Wick, Jennifer Teacher, Special Education Marshall Elementary	8/26/22 through 2/09/23

Family & Medical Leave of Absence

1.	Barnett, Kathy Teacher, Regular Transitional Kindergarten Valley View Elementary	1/25/23 through 3/14/23
2.	Bedrousi, Soseh Teacher, Regular Art Glendale High School	5/08/23 through 7/11/23
3.	Burg, Carolyn E. Teacher, Regular 4 <sup>th</sup> & 5 <sup>th</sup> Grade Lincoln Elementary	2/06/23 through 3/03/23
4.	Magran, Ilin Director Student Health & Human Services Student Services	3/06/23 through 5/26/23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Family &amp; Medical Leave of Absence (Cont.)</u>		
5.	Rojas, Elena Principal Columbus Elementary	3/20/23 through 4/11/23
6.	Shahroozi, Shahrokh Psychologist Special Education	5/08/23 through 6/08/23
7.	Tumoine, Audrey Teacher, Regular Kindergarten French Immersion Franklin Elementary	4/29/23 through 6/22/23

Extension of Family & Medical Leave of Absence

1.	Barnett, Kathy Teacher, Regular Transitional Kindergarten Valley View Elementary	1/25/23 through 3/31/23
2.	Barnett, Kathy Teacher, Regular Transitional Kindergarten Valley View Elementary	1/25/23 through 4/14/23
3.	Barsegyan, Nana Teacher, Regular Science Wilson Middle School	12/23/22 through 4/07/23
4.	Park, Jenny Teacher, Regular 5 <sup>th</sup> Grade – FLAG Korean Monte Vista Elementary	1/16/23 through 4/09/23
5.	Ramos, Luz Teacher, Regular 1 <sup>st</sup> Grade – Dual Immersion Muir Elementary	1/12/23 through 3/10/23



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>	
<u>Additional Assignment</u>			
1.	Armen, Karine Avetic, Sandy Balcomb, Kimberly Barnett, Kathy Bedrousi, Soseh Berberyan, Mariam Blessinger, Michelle Brown, Diana Chung, Joanne Ciotti, Holly Clarke, Andra Cutter, Emma Davarhanian, Patrick Dreyfuss, Kellie Faieta, April Fujie, Chie Galfayan, Gagik Gibney, Rain Gerigorian, Ani Gonzalez, Alina Iskandaryan, Armine James, Nicolas Lowe, Kristine Manaka, Patricia Manalo, Michelle Mandjikian, Houry Matthewsian, Ani McGuire, Amber McTear, Brady Myles, Robbie Nakano, Elizabeth O'Rourke, Roxanne Pittman, Isabel Roberts, Stella Romeo, Jennifer Roses, Lauren Sahakian, Azniv Seaton, Kori Sosikian, Houry	Consulting Teachers, as needed, to provide Induction Program support in rating Participating Teacher portfolios outside of their work day. Teaching and Learning.	1/01/23 through 6/30/23 \$31.00 per hour each Not to exceed 32 hours each 01.0 07405.0 11100 10000 1130 0000618

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment</u> (Cont.)		
	Stepanyan, Edgar Suh, Christopher Tumanyan, Meri Walgenbach, Aaron Weller, Emily Yapundjian, Narine Zargaryan Armine	
2.	Castaneda, Sydnee Davarhanian, Patrick Fang, Samantha Hong, Christian McGuire, Amber Moreno, Mayra Oviedo, Anthony Piscitelli Carrasco, Antonia	Teachers, as needed, to develop and gather curriculum resources for Ethnic Studies course. Teaching & Learning.
		3/01/23 through 6/30/23 \$31.00 per hour Not to exceed 40 hours per teacher 01.0 62660.0 11100 10000 1130 0000618
3.	Hovnanian, Talin Singh, Shalini	Teachers, as needed, for a full day of work and planning on school release day. Teaching & Learning.
		3/21/23 through 6/30/23 Substitute daily rate of pay Not to exceed 1 day per teacher 01.0 62660.0 11100 10000 1160 0000618
4.	Batra, Monika	Verdugo Academy Home Hospital Teacher, as needed General Education
		2/27/23 through 6/08/23 \$34.00 per hour Not to exceed 6 hours per week, per home hospital student \$31.00 per hour for planning 01.0 00000.0 19029 10000 5210 0005682

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment</u> (Cont.)		
5.	Howe-Flores, Jessica Verdugo Academy Home Hospital Teacher, as needed Special Education	3/06/23 through 6/08/23 \$34 per hour Not to exceed 6 hours per week, per home hospital student \$31 per hour for planning 01.0 00000.0 19006 10000 1130 0000600
6.	Kellogg, Laura Verdugo Academy Home Hospital Teachers, as needed. Special Education	10/18/22 through 6/08/23 \$34.00 per hour Not to Exceed 6 hours per week, per student \$31.00 per hour for planning. 01.0 00000.0 19006 10000 1130 0000600
7.	Mejicanos, Maria Marceila Teacher, as needed, to prep and work with Special Education student	10/11/22 through 2/07/23 At \$34 per hour Not to exceed 6 hrs At \$31 per hour Not to exceed 2 hrs Special Education - SAI - Core 01.0 65000.0 57608 11200 1130 0000600
8.	Ouweleen, Mark Verdugo Academy Home Hospital Teacher, as needed General Education	2/17/23 through 6/08/23 \$34.00 per hour Not to Exceed 6 hours per week, per home hospital student \$31.00 per hour for planning 01.0 00000.0 19029 10000 5210 0005682

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Change of Management Position</u>		
1.	Foss, Jennifer Earl  TO: Coordinator III, Visual and Performing Arts Educational Services  FROM: Principal, Hoover High School	Effective 7/01/23 225 days

Election

1.	Garcia Rodriguez, Paula	Language, Speech & Hearing Specialist, Probationary Special Education	Effective 3/20/23
2.	Hannan, Ethel C.	Teacher, Probationary Roosevelt Middle School	Effective 3/01/23
3.	Lubatti, Henry	Teacher, Temp Contract Franklin Elementary	3/20/23 through 6/08/23
4.	Olmedo, Elizabeth	Teacher, Temp Contract Special Education Edison Preschool	2/27/23 through 6/08/23

Termination – Exhaustion of Benefits

1.	Gasparyan, Nazeli	Teacher, Early Education Cerritos Elementary CDCC	Effective 4/20/23
2.	Lee, So Young	Teacher, Regular 4 <sup>th</sup> /5 <sup>th</sup> Grade FLAG Keppel Elementary School	Effective 3/09/23
3.	Melikian, Melany	Teacher, Regular English Hoover High School	Effective 3/24/23



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily</u>		
1.	Herington, Christina Fink, Sandra	Teachers, as needed, to work at the Track Practices and Track Meets at Wilson Middle School
		2/01/23 through 6/01/23 Categorical Project Instruction rate of pay of \$34.00 per hour. Not to exceed 30 hours each Supplemental 01.0 01000.0 11100 10000 1130 0800000
2.	Barton, Stephen Davies, Lucila London, Jonathan Luna, Nicollette Ann Won, Mihye Yeghiazaryan, Edgar	Substitute Teachers, as needed, for the 2022-23 school year
		2/09/23 through 7/15/23 Substitute rate of pay 01.0 00000.0 19004 10000 1160 0004615
3.	Almazan, Seth Avanes-Aghcheghalen, Polien Barcena Gallegos, Rosalinda Batista, Ileana Calva-Despard, Michelle Camacho, Jennifer Contreras, Kathy Collaso, Margarita Garcia, Juan Carlos Garza, Marissa Schultz, Margarita Goco Gureghian, Sarine Hagopian, Ashken Hernandez Salazar, Lupe Huleis, Rana Luna, Mariana Mancilla, Susana Matevosian, Arpine	Teachers and Substitute Teacher, as needed, to provide after school interventions and support focused on literacy, writing, math and Spanish and English language development, or to attend after school Professional Development meetings. Focus on instructional strategies that benefit our student population, especially our ELL and newcomer students at Thomas Edison Elementary School
		2/20/23 through 6/08/23 Categorical Projects Instruction rate of pay of \$34 per hour District Initiated Special Projects rate of pay of \$31 per hour (for planning) Not to exceed \$6,000.00 total Title I 01.0 30100.0 11100 10000 1130 2500000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>	
	<u>Election Hourly/Daily</u> <u>(Cont.)</u>		
	McCabe, Rosemarie		
	McTear, Brady		
	Medina, Rocio		
	Meza, Emily		
	Montes, Karen		
	Navarro, Nancy		
	Ojeda Colindres, Marisol		
	Ortega, Claudia		
	Prado, Iracema		
	Reuter, Andrea		
	Salazar, Vittorio		
	Tiscareno, Araceli		
	Turdjian, Lusine		
	Valdez, Cynthia		
	Varela, Miriam		
	Williams, Caitlin		
	Wisinski, Robyn		
	Yang, Juyoung		
4.	Avagyan, Ruzanna Baron, Cecilia Cox, Heidi Michelle Grigoryan, Armen Jeong, SooJin Kim, Geny Kokot, Stephanie Pyon, Yeon Kyung Solares, Lucia Song, SunJeong Stark, Vincent Takieddine, Najla	Substitute Teachers, as needed, for the 22-23 school year.                     	3/21/23 through 7/17/23 Substitute Daily rate of pay 01.0 00000.0 19004 10000 1160 0004615

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily</u> <u>(Cont.)</u>		
5.	Astor, Elizabeth Barboza-Flores, Aurora Buarenos, Noelle Clark-Reed, Shannon Goss, Audrey Harris, Chelbi Kellogg, Laura Martinez, Hector O'Malley, Chris Sansui, Maria Sarhadian, Julie Soris-Masouris, Nicoleta Sukazian, Greta Telles, Patty Vardanian, Narek Yong, Alma	Teachers, as needed, to attend WASC meetings during 2021- 22 school year. Glendale High School
		3/28/22 through 3/30/22 At the rate of \$100 per employee, not to exceed \$1600 total 01.0 00000.0 00000 72002 1130 0001615
6.	Faieta, April Lowe, Kristine Myles, Robbie	Teachers.as needed.to conduct training and other forms of technical assistance to support the beginning CTE teachers.
		7/01/22 through 7/31/23 \$50.00 per hour Not to exceed 150 hours each 01.0 96350.1 38000 10000 1130 0000684 CTE Misc. CRY ROP
7.		Extra-Curricular Assignments
		Winter 2022
		<u>Roosevelt Middle School</u>
	Beard, David	Football
	D'Amato, Rose	Volleyball

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
8.	Andreas, Andre Teacher, Regular Science Rosemont Middle School	8/17/22 through 12/21/22 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0600000
9.	Avery, Elizabeth Teacher, Regular English Rosemont Middle School	8/17/22 through 12/21/22 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0600000
10.	Bacon, Anita Classified Extra-Curricular Assignment Drill Team Sponsor Pep Squad Sponsor Dance Director Hoover High School	Second Semester 22-23
11.	Bond, Emily Teacher, Regular Gold Promotion Advisor English Department Chair Toll Middle School	Second Semester 22-23
12.	Browne, Nicole Teacher, Regular VAPA Department Chair Toll Middle School	Second Semester 22-23
13.	Campbell, Melissa Teacher, Regular Band/Orchestra Hoover High School	Second Semester 22-23



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
14. Capdevila, Maria	Teacher, Regular Foreign Language Department Chair Toll Middle School	Second Semester 22-23
15. Castagnari, Laura	Counselor Head Counselor 3 Gold Promotion Advisor Toll Middle School	Second Semester 22-23
16. Castro, Roxana	Teacher, as needed, to conduct FLOSEM assessments to incoming students for the FLAG Spanish Program at Franklin Elementary School.	9/12/22 through 9/12/22 \$34.00 per hour Not to exceed 1 hour FLAG Support Program 01.000000.0 00000 21004 1130 0008682
17. Cha, David	Teacher, Regular Student Council Dunsmore Elementary	First Semester 22-23
18. Davarhanian, Patrick	Teacher, Regular Social Studies Department Chair Clark Magnet High School	Second Semester 22-23
19. De La Garza, Brad M.	Teacher, Regular Band/Orchestra Stage Director VAPA Toll Middle School	Second Semester 22-23
20. Der Gevorkian, Narbeh	Teacher, Regular Health & Guidance Department Chair Clark Magnet High School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
21.	Dionisio, Benedict Teacher Specialist, as needed, to complete end of the 2022-2023 school year work related to Equity, Access, and Family Engagement, plan for a short summer enrichment program and planning/opening the 2023-2024 school year at Thomas Jefferson Elementary School	6/09/23 through 6/30/23 Daily Rate of Pay Not to exceed 10 days total Not to exceed \$5,722.00 total Title I 01.0 30100.0 11100 10000 1130 3000000
22.	Doolittle, Jason Teacher, Regular National Honor Society Toll Middle School	Second Semester 22-23
23.	Estep, Amy Teacher, Regular Choral Director Toll Middle School	Second Semester 22-23
24.	Fabanish, Katherine Teacher, Regular Student Body Advisor Yearbook Sponsor 2 Social Studies Toll Middle School	Second Semester 22-23
25.	Fear, Aitana Classified Extra-Curricular Assignment Drill Team Sponsor Toll Middle School	Second Semester 22-23
26.	Frazer, Steven Teacher, Regular Physical Education Department Chair Clark Magnet High School	Second Semester 22-23
27.	Galvin, Alison Teacher, Regular Drama Director Toll Middle School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
28.	Garcia, Michael Teacher, Special Education National Honor Society Toll Middle School	Second Semester 22-23
29.	Gonzalez, Elwing Teacher, Regular History Department Chair Roosevelt Middle School	Second Semester 22-23
30.	Gruss, Gerald Teacher, Regular Science Department Chair Clark Magnet High School	Second Semester 22-23
31.	Hoang, Kevin Teacher, Regular Stage Director Audio-Visual Coordinator Rosemont Middle School	Second Semester 22-23
32.	Isayan, Sevada Teacher, Regular Audio-Visual Coordinator Clark Magnet High School	Second Semester 22-23
33.	Khachatryan, Narine Teacher, Regular English Department Chair Newspaper Sponsor 1 Yearbook Sponsor 2 Clark Magnet High School	Second Semester 22-23
34.	Khatchetourian, Daniella Teacher, Special Education Special Education Department Chair Rosemont Middle School	Second Semester 22-23
35.	Khodagulyan, Armond Teacher, Regular Math Department Chair Clark Magnet High School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
36.	Kracker, Shannon Teacher, Regular Literature for Success Rosemont Middle School	8/17/22 through 12/21/22 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 0000.0 11303 10000 1110 0600000
37.	Lee, Susan Teacher, Regular Homework Club 6 <sup>th</sup> Grade Camp Advisor Monte Vista Elementary	Second Semester 22-23
38.	Lisiewicz, Danica Teacher, Regular Science Department Chair Toll Middle School	Second Semester 22-23
39.	Lopez Jr., Joel Teacher, Regular Yearbook Sponsor 1 Toll Middle School	Second Semester 22-23
40.	Margaryan, Anna Counselor, Temp Contract Head Counselor 3 Clark Magnet High School	Second Semester 22-23
41.	McGuire, Amber Consulting Teacher to create Induction Professional Development menu & workshops. Teaching & Learning	1/01/23 through 6/30/23 Not to exceed a total of 30 hours at the teacher's hourly rate of pay 01.0 07405.0 11100 10000 1130 0000618
42.	McMillon, Sharon Teacher, Special Education Special Education Department Chair Toll Middle School	Second Semester 22-23



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
43. Meza, Emily	Teacher, Regular Student Council Advisor Edison Elementary	Second Semester 22-23
44. Mikaelian, Ani	Teacher, Regular Class Sponsor 12 <sup>th</sup> Grade Clark Magnet High School	Second Semester 22-23
45. Mikaelian, Armineh	Teacher, Regular Class Sponsor 12 <sup>th</sup> Clark Magnet High School	Second Semester 22-23
46. Mikayelyan, Vardan	Teacher, Regular Scholastic Bowl Clark Magnet High School	Second Semester 22-23
47. Molano, Christin	Coordinator III, College & Career Division, as needed, to work additional days from non-work days. CTE	2/01/23 through 6/30/23 Daily rate of pay Not to exceed 5 days 01.0 00000.0 00000 72002 1334 0001615
48. Mustain, James	Teacher, Regular Physical Education Department Chair Rosemont Middle School	Second Semester 22-23
49. O’Gara, Melissa	Teacher, Regular Mock Trial Clark Magnet High School	Second Semester 22-23
50. Ohanian, Erebuni	Teacher, Regular ELD Department Chair CSF Advisor Class Sponsor 9 <sup>th</sup> Grade Clark Magnet High School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
51.	Ohanis, Aram Teacher, Regular FIRST Robotics Clark Magnet High School	Second Semester 22-23
52.	Orris, Christina Teacher, Regular Family Consumer Ed Wilson Middle School	1/09/23 through 6/07/23 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0800000
53.	Ouweleen, Mark Teacher, Regular Math Club Verdugo Woodlands Elementary	Second Semester 22-23
54.	Panikowski, Michael Teacher, Regular Social Studies Department Chair Toll Middle School	Second Semester 22-23
55.	Pardo, Kristin Teacher, Regular Girls on the Run Monte Vista Elementary	Second Semester 22-23
56.	Parker, Derek Teacher, Regular Physical Education Department Chair Hoover High School	Second Semester 22-23
57.	Peterson, Anthony Teacher, Regular Social Studies Department Chair Hoover High School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
58.	Pino, Daniela Teacher, as needed, to conduct FLOSEM assessments to incoming students for the FLAG Italian Program at Franklin Elementary School.	1/09/23 through 6/30/23 \$34.00 per hour Not to exceed 10 hours total FLAG Support Program 01.000000.0 00000 21004 1130 0008682
59.	Riehl, Carla Teacher, Regular Drama Director Rosemont Middle School	Second Semester 22-23
60.	Rios, Wendy Teacher Specialist Tech Advisor Edison Elementary	First Semester 22-23
61.	Rogers, Emily Teacher, Regular Gold Promotion Advisor Toll Middle School	Second Semester 22-23
62.	Samaniego, Robert Substitute teacher, as needed, to provide math intervention two days per week at Franklin Magnet Elementary School during the 2022-2023 school year.	1/31/23 through 6/01/23 Not to exceed the sum of \$3,353.00 at \$34.00 per hour to teach and \$31.00 per hour to prep. ELO Grant 01.0 74250.0 11301 10000 1130 27 00000
63.	Sanchez, Jason Teacher, Regular Audio-Visual Coordinator Toll Middle School	Second Semester 22-23
64.	Schmit, Tinky Teacher, Special Education Special Education Department Chair Clark Magnet High School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
65.	Shih, Curtis Teacher, Regular Newspaper Sponsor 2 Toll Middle School	Second Semester 22-23
66.	Short, Christopher Teacher, Regular Tech Advisor R.D. White Elementary	First Semester 22-23
67.	Sparling, Benjamin Teacher, Regular English Department Chair Hoover High School	Second Semester 22-23
68.	Sutphin, Valerie Teacher, Regular Art 6 Wilson Middle School	1/09/23 through 6/07/23 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 113 03 10000 1110 0800000
69.	Tashkesen, Arthur Teacher Specialist Math Field Day Roosevelt Middle School	Second Semester 22-23
70.	Tcharkhoutian, Vahe Teacher, Regular Math Department Chair Toll Middle School	Second Semester 22-23
71.	Trinidad, Ryan Teacher, Regular Math Department Chair Afterschool GATE Classes Newspaper Sponsor Toll Middle School	Second Semester 22-23



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
72.	Tyler, Ian Teacher, Special Education Special Education Department Chair Rosemont Middle School	Second Semester 22-23
73.	Tyler, Ian Teacher, Special Education Special Education Rosemont Middle School	8/17/22 through 12/21/22 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 26000.0 11303 10000 1110 001615
74.	Vasghanian, Lilia Substitute Teacher, as needed, to work with students in the production and dissemination of TUPE materials for Rosemont Middle School's TUPE Project ABCD.	2/20/23 through 6/30/23 \$34.00 per hour Not to exceed 20 hours total TUPE Grades 6-12, Tier 2 01.0 66904.0 11100 10000 1130 0000682 Violence Prevention 01.0 00000.0 11309 10000 1130 0002682
75.	Witt, Kevin Teacher, Regular Physical Education Department Chair Toll Middle School	Second Semester 22-23
76.	Yegiyants, Anna Teacher Specialist ELD Department Chair Toll Middle School	Second Semester 22-23
77.	Yogurtian, Melanie Teacher, Regular Class Sponsor 10 <sup>th</sup> Grade Clark Magnet High School	Second Semester 22-23

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
78. Young, Celine	Teacher, Regular Math Rosemont Middle School	8/17/22 through 12/21/22 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 00000.0 11303 10000 1110 0600000

Transportation Authorization

1. Howe-Flores, Jessica	Verdugo Academy -Home Hospital Teacher, as needed	3/06/23 through 6/08/23 65.5 cents per mile 01.0 00000.0 19029 10000 5210 0005682
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	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report</u>		
1.	Revision to Board Report No. 9, February 7, 2023	
	<u>Page 4, Item 2</u>	
	Arjoyan, Anita	1/27/23 through 2/28/23 Categorical project instruction rate of pay \$34 p/h. Not to exceed \$2,040.00 total. Supplemental 01.0 01000.0 11100 10000 1130 0000673
	Hakobyan, Nare	
	Hambarsumian, Melineh	
	Shahverdian, Estine	
	Yahiayan, Natalie	
	Yegiyants, Anna	
	Add the following names: Kim, Young Il Keuroghlian, Houri Rios, Wendy	
	Change to read:	Teacher Specialists and Teachers, as needed, to proctor and score the bilingual competency exam at Eleanor J. Toll Middle School.
	Change effective dates to read:	1/27/23 through 3/27/23
	Add the following:	District Initiated Special Projects rate of pay of \$31.00 per hour (for planning)
	Increase pay limit to read:	Not to exceed \$4,427.00 total

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
2.	Revision to Board Report No. 7, December 13, 2022	
	<u>Page 31, Item 118</u>	
	Williams, Stephen	Retired Administrator to provide administrative support at GUSD Elementary School sites, as needed. Educational Services
		11/01/22 through 6/30/23 Established daily rate of pay \$652.00/day Not to exceed 15 days 01.0 00000.0 00000 71001 1331 0007616
	Increase the total number of days to read:	Not to exceed to 35 days
3.	Revision to Board Report No. 11, March 7, 2023	
	<u>Page 6, Item 1</u>	
	Emmett, RaeEtta Vargas, Kari	Teachers, as needed, to assist with essay grading for Scholastic Bowl EAFE
		2/27/23 through 3/08/23 District Initiated Special Projects rate of pay of \$31 per hour (for planning) Not to exceed 6 hours each total. Supplemental 01.0 01000.0 11100 10000 1130 0000673
	Add the following names: Fox, Danielle Nam, Joan O'Rourke, Sean	
	Change to read:	Teachers and Teacher Specialist, as needed, to assist with GATE Scholastic Bowl essay grading and to help write tests for GATE Math Field Day at Equity, Access and Family Engagement
	Change pay limit to read:	Not to exceed \$900.00 Total



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
4.	Revision to Board Report No. 6, November 15, 2022	
	<u>Page 13, Item 34</u>	
	Kellogg, Laura	Verdugo Academy Home Hospital Teacher, as needed Special Education
		10/18/22 through 6/30/23 \$34 per hour Not to Exceed 6 hours per week, per home hospital student 01.0 00000.0 19006 10000 1130 0000600
	Add the following pay rate:	\$31.00 per hour for planning
5.	Revision to Board Report No. 5, October 11, 2022	
	<u>Page 23, Item 35</u>	
	Baker, Daniel	Substitute Teacher, as needed, to provide the after-school drumline program for students at Toll Middle School.
		9/01/22 through 6/07/23 At the substitute hourly rate of pay (\$40.00 an hour). Not to exceed 3 hours per week. Donations 01.0 95100.0 11100 10000 1130 0700000
	Change account number to read:	01.0 95100.0 11100 10000 1160 0700000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
6.	Revision to Board Report No. 4, September 20, 2022	
	<u>Page 37, Item 40</u> Campbell, Shellie	Substitute teacher needed for art classes at Mountain Avenue for the school year 22-23
		8/15/22 through 6/07/23 Hourly rate of pay \$31.00 prepping time and \$34.00 working with students Not to exceed \$5,000 01.0 95100.0 11100 10000 1130 3900000
		Change account number to read: 01.0 74250.0 11100 10000 1130 3900000
7.	Revision to Board Report No. 7, December 13, 2022	
	<u>Page 22, Item 65</u> Khachatryan, Narine	Teacher, Regular English Clark Magnet High School
		1/09/23 through 6/07/23 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 74250.0 11303 10000 1110 0900000
	Change account number to read:	01.0 00000.0 11303 10000 1110 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
8.	Revision to Board Report No. 7, December 13, 2022	
	<u>Page 31, Item 121</u>	
	Zamlich, Gregory	
	Teacher, Regular	1/09/23 through 6/07/23
	Photography	One additional hour
	Clark Magnet High School	assignment at 1/5 daily rate of
		pay according to placement
		on Regular Teachers Salary
		Schedule
		01.0 74250.0 11303 10000
		1110 0900000
	Change account number to read:	01.0 00000.0 11303 10000 1110
		0900000
9.	Revision to Board Report No. 8, January 17, 2023	
	<u>Page 20, Item 53</u>	
	Lockhart, Anthony	
	Teacher, Regular	1/09/23 through 6/07/23
	Tech Lit	One additional hour
	Clark Magnet High School	assignment at 1/5 daily rate of
		pay according to placement
		on Regular Teachers Salary
		Schedule
		01.0 26000.0 11303 10000
		1110 0001615
	Change account number	01.0 00000.0 11303 10000
	to read:	1110 0900000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
10.	Revision to Board Report No. 8, January 17, 2023	
	<u>Page 13, Item 14</u> Asatryan, Karine	
	Teacher, Temp Contract Math Clark Magnet High School	1/09/23 through 6/07/23 One additional hour assignment at 1/5 daily rate of pay according to placement on Regular Teachers Salary Schedule 01.0 74250.0 11303 10000 1110 0900000
	Change account number to read:	01.0 00000.0 11303 10000 1110 0900000
11.	Revision to Board Report No. 11, March 7, 2023	
	<u>Page 6, Item 3</u> Der Gevorkian, Narbeh	
	Teacher, as needed, to supervise students in the Wellness Center at Clark Magnet High School.	1/26/23 through 6/30/23 At the regular rate of pay, not to exceed \$5,000.00 Wellness Center 01.0 94036.0 11100 10000 1110 0900000
	Change of account number to read:	01.0 94036.0 11100 10000 1130 0900000



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
12.	Revision to Board Report No. 5, October 11, 2022	
	<u>Page 18, Item 27</u>	
	Kralik, Catherine	Retired teachers will provide
	Nuanez, Christine	classroom support at Monte
	Wammack, Nancy	Vista, as needed.
		10/11/22 through 6/07/23
		\$34/hour
		Not to exceed fifteen hours
		per week, per teacher
		ELO Grant
		01.0 74250.0 11301 10000
		1160 3700000
	Change to read:	
	Kralik, Catherine	\$34/hour for instructional time
		\$31/hour for prepping materials
		Not to exceed 18 hours per week
		of instructional time &
		Not to exceed 3 hours per week
		of prepping materials.
13.	Revision to Board Report No. 3, August 30, 2022	
	<u>Page 18, Item 10</u>	
	Chaolertyotin, Pearl	Teacher, as needed, to work
	(Wilson MS)	with students on various TUPE
	DeLuna, Violet (Toll	activities including the
	MS)	production and dissemination of
	Hutchinson, Breanna	materials for Project ABCD at
	(Rosemont MS)	all middle schools.
		Student Services
		8/15/22 through 6/30/23
		\$34.00 per hour
		Not to exceed 180 hours each
		TUPE Grades 6-12, Tier 2
		01.0 66904.0 111 00 1 0000
		1130 0000682
		Violence Prevention
		01.0 00000.0 11309 10000
		1130 0002682
	Change account number to read:	
		TUPE Grades 6-12, Tier 2
		01.0 66950.2 00000 21000
		1130 0000682

<u>Position</u>	<u>Effective Dates And Salary Rate</u>
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Revision to Previous Personnel Report (Cont.)

14. Revision to Board Report No. 10, February 21, 2023

Page 8, Item 13  
 Garrett, Kelsey

Substitute Teacher, as needed, to work with students in the production and dissemination of TUPE materials for Rosemont Middle School's TUPE Project ABCD.	1/09/23 through 6/30/23 \$34.00 per hour Not to exceed 20 hours total TUPE Grades 6-12, Tier 2 01.0 66904.0 11100 10000 1130 0000682 Violence Prevention 01.0 00000.0 11309 10000 1130 0002682
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Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

15. Revision to Board Report No. 3, August 30, 2023

Page 22, Item 24  
 Moriarity, Donald

Teacher, as needed, to work with students on various TUPE activities at Daily High School.	08/12/2022 through 06/30/2023 Rate of Pay "Not to Exceed" \$34.00 per hour Not to exceed 150 hours TUPE Grades 6-12, Tier 2 01.0 66904.0 11100 10000 1130 0000682 Violence Prevention 01.0 00000.0 11309 10000 1130 0002682
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Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

16. Revision to Board Report No. 6, November 15, 2022

Page 29, Item 18

Hamdan, Joyce  
 Reyes-Aguayo, Sandra

Teachers, as needed, to work  
 with students in the production  
 and dissemination of TUPE  
 materials for Roosevelt Middle  
 School's TUPE Project ABCD.

9/26/22 through 6/30/23  
 \$34.00 per hour  
 Not to exceed 30 hours each  
 TUPE Grades 6-12, Tier 2  
 01.0 66904.0 11100 10000  
 1130 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000  
 1130 0002682

Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

17. Revision to Board Report No. 6, November 15, 2022

Page 56, Item 191

Valenzuela, Laura

Teacher, as needed, to work  
 with students on various TUPE  
 activities including the  
 production and dissemination of  
 materials for Project ABCD at  
 Roosevelt Middle School.

9/26/22 through 6/30/23  
 \$34.00 per hour  
 Not to exceed 150 hours total.  
 TUPE Grades 6-12, Tier 2  
 01.0 66904.0 11100 10000  
 1130 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000  
 1130 0002682

Change of account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

18. Revision to Board Report No. 5, October 11, 2022

Page 30, Item 50  
 Sion, Carolyn

Teacher, as needed, to work  
 with students in the production  
 and dissemination of TUPE  
 materials for Rosemont Middle  
 School's TUPE Project ABCD.

8/01/22 through 6/30/23  
 \$34.00 per hour  
 Not to exceed 50 hours  
 TUPE Grades 6-12, Tier 2  
 01.0 66904.0 11100 10000  
 1130 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000  
 1130 0002682

Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

19. Revision to Board Report No. 7, December 13, 2022

Page 22, Item 66  
 Kho, Carminda

Teacher, as needed, to work  
 with students in the  
 production and dissemination  
 of TUPE materials for Toll  
 Middle School's TUPE  
 Project ABCD.  
 Toll Middle School

11/01/22 through 6/30/23  
 \$34.00 per hour  
 Not to exceed 15 hours  
 TUPE Grades 6-12, Tier 2  
 01.0 66904.0 11100 10000  
 1130 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000  
 1130 0002682

Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

Position

Effective Dates  
 And Salary Rate

Revision to Previous Personnel Report (Cont.)

20. Revision to Board Report No. 4, September 20, 2022

Page 50, Item 93

Policky, Naeiri

Teacher Specialist, as needed,  
 to prepare the Tobacco Use  
 Prevention Education (TUPE)  
 grant's  
 2021-22 yearend annual  
 progress report for submission  
 to the California Department  
 of Education.  
 Student Services

8/19/22 through 9/25/22  
 Daily rate of pay  
 Not to exceed 7 days  
 TUPE Grades 6-12, Tier 2  
 01.0 66904.0 11100 10000  
 1130 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000  
 1130 0002682

Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682

21. Revision to Board Report No. 5, October 11, 2022

Page 9, Item 11

Stanczak, Bozena  
 Barsegyan, Nana

Teachers, as needed, to work  
 with students in the  
 production and dissemination  
 of TUPE materials for Wilson  
 Middle School's TUPE  
 Project ABCD.

8/17/22 through 6/30/23  
 \$34.00 per hour  
 Not to exceed 30 hours each  
 TUPE Grades 6-12, Tier 2  
 01.0 66904.0 11100 10000  
 1130 0000682  
 Violence Prevention  
 01.0 00000.0 11309 10000  
 1130 0002682

Change account number to read:

TUPE Grades 6-12, Tier 2  
 01.0 66950.2 00000 21000 1130  
 0000682



	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
22.	Revision to Board Report No. 11, March 7, 2023	
	<u>Page 19, Item 39</u>	
	Gannon, John	
	Retired Administrator to provide administrative support at GUSD Elementary School sites, as needed. Educational Services	3/08/23 through 6/30/23 Established daily rate of pay \$653.00/day Not to exceed 65 days 01.0 00000.0 00000 71001 1331 0007616
	Change rate of pay to read:	\$652.43/day

Personal Services Agreement

1.	Avagyan, Marine	Consultant as needed To conduct in-person professional development, and classroom observations with instructional coaching and feedback for all TK-8 staff at Chamlian Armenian School focusing on the integration of critical thinking skills in all areas of instruction to increase student academic achievement. EAFE	3/01/23 through 6/30/23 \$10,500.00 total Title II 01.0 40352.0 11100 10000 5811 0000673
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	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Personal Services Agreement (Cont.)</u>		
2.	Fonseca, Christine  Consultant to host a virtual speaker series for GATE families at GUSD. Ms. Fonseca will provide 2 one-hour virtual sessions for GATE families for the 22-23 school year. The parent education workshops will be titled GATE Family Institute and will be open for all families but specifically advertised for families with students in the GATE program. Each session will be a stand-alone workshop with a common theme of families supporting their gifted children. EAFE	4/05/23 through 6/05/23 NTE \$750.00 01.0 07140.0 11100 10000 5811 0000673
3.	Meyerhof, David  Consultant, as needed, to plan, organize and schedule Holocaust Survivor Presentations for International Holocaust Remembrance Day. Consultant will have 8 presenters Educational Services	1/01/23 through 1/31/23 Not to exceed \$1,950.00 01.0 07405.0 11100 10000 5811 0000618

<u>Position</u>	<u>Effective Dates And Salary Rate</u>
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Conference/Workshop/Meeting Authorization

In accordance with Board of Education Policy 4011 pertaining to conference and workshop attendance, approval has been given to the following persons to attend the conference as designated, with reimbursement for actual and necessary expenses in accordance with Board Policy:

A. The following workshop authorizations are not paid from District General Funds:

1. It is recommended that approval be given to Sosi Kakosian to attend 2023 Annual Conference – Elearning to be held in Horseshoe, Las Vegas, Nevada from February 11, 2023 – February 15, 2023, with all necessary expenses including food, travel, transportation and lodging to be paid, not to exceed \$2,200.00.

Online College & Career Academy (OCCA)  
01.0 63880.2 38000 10000 5220 0000684

2. It is recommended that approval be given to Kenneth Prawat to attend Sundance Film Festival to be held in Park City, Utah from January 22, 2023 – January 26, 2023, with all necessary expenses including food, travel, transportation and lodging to be paid, not to exceed \$2,311.34

Career Technical Education (CTE)  
01.0 63870.7 38000 10000 5220 0000684

3. It is recommended that approval be given to Crescenta Valley High School Teacher, Laura Beers-Dannerth and Wellness Coordinator, Dick Ekerman to attend Teaching Social Brains: Strategies to Promote Connections, etc. conference to be held in New York, NY from April 20, 2023 through April 23, 2023 with all necessary expenses including food, travel, transportation and lodging to be paid, not to exceed \$2,349.00 each.

SSP Grant  
01.0 73703.0 38000 10000 5220 0100000

4. It is recommended that approval be given to Patrick Davarhanian to attend the NEA LGBTQ+ Caucus, Inc. Social Justice and Leadership Conference at the LINQ Hotel in Las Vegas, Nevada from April 21, 2023 to April 23, 2023, with all necessary expenses, including food, to be paid, not to exceed \$1,500.00

Title I  
01.0 30100.0 11100 10000 5220 0900000

Position

Conference/Workshop/Meeting Authorization (Cont.)

5. It is recommended that approval be given to reimburse Dr. John Wick, Principal of St. James/Holy Redeemer for completion of courses at Loyola Marymount University as part of the professional development with Title II program Equitable Services for the private schools, in the amount not to exceed \$2,454.00.

Title II – Supporting Effective Instruction  
01.0 40352.0 11100 10000 5815 0000673

6. It is recommended that approval be given to teacher, Melina Ramirez (Rosales), from Incarnation Parish School to attend the Spring CUE 2023 Conference in Palm Springs, CA from March 16, 2023 to March 18, 2023 and to include hotel and registration fees only not to exceed \$1,084.92.

Title II – Supporting Effective Instruction  
01.0 40352.0 11100 10000 5220 0000673

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CLASSIFIED PERSONNEL REPORT NO. 12

CONSENT CALENDAR NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Dr. Darneika Watson, Chief Human Resources and Operations Officer/  
Director of Classified Personnel

SUBJECT: CLASSIFIED PERSONNEL REPORT NO. 12

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It is recommended that the following report be approved as presented:

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Medical Leave of Absence</u>		
1. <u>Account Clerk II</u> Arbolante, Rosemarie	Financial Services	03/10/23 through 06/11/23
2. <u>Custodian II</u> Bauer, Yaneyra	Edison	03/22/23 through 05/03/23
3. <u>Education Assistant Intensive Support</u> Khachatryan, Ruzanna	Special Education	03/24/23 through 04/15/23
<u>Extension of Medical Leave of Absence</u>		
1. <u>Psychological Services Provider</u> Gulyan, Armine	Student Wellness	01/23/23 through 03/28/23
2. <u>Special Education Assistant</u> Hernandez Llamas, Maria	Special Education	01/24/23 through 03/27/23



		<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Intermittent Family Health Care Leave</u>			
1.	<u>Human Resources Specialist – Confidential</u> Toy, Stacy	Human Resources	03/24/23 through 05/31/23
<u>Family &amp; Medical Leave of Absence</u>			
1.	<u>Account Clerk II</u> Arbolante, Rosemarie	Financial Services	03/10/23 through 06/05/23
2.	<u>Custodian II</u> Bauer, Yaneyra	Edison	03/22/23 through 05/03/23
3.	<u>Psychological Services Provider</u> Gulyan, Armine	Student Wellness	01/23/23 through 03/28/23
4.	<u>Typist Clerk III</u> Bondy, Rebecca	Clark	03/01/23 through 05/23/23

<u>Election from Eligibility List</u>	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
1. <u>Account Clerk I</u> Ketsoyan, Armine	Rosemont	04/01/23; 11/8; 13-2 01.0 00000.0 00000 27004 2410 0600000
2. <u>Lead Custodian</u> Duque, Sebastian	Crescenta Valley	03/20/23; 12/8; 20-4 01.0 00000.0 00000 81006 2211 0100000
3. <u>Nutrition Services Driver</u> Mendizabal, Mario	Nutrition Services	03/21/23; 9.25/8; 12-3 13.0 53100.0 00000 37000 2212 0000662

Reclassification

1. <u>Human Resources Associate</u> Aghajani, Hanriet	Human Resources From TC III; 16-9	01/19/23; 12/8; 18-9 01.0 00000.0 00000 72002 2410 0001615 01.0 00000.0 00000 72003 2410 0002615
Boller, Sonia	Human Resources From TC II; 12-9	01/19/23; 12/8; 18-8 01.0 00000.0 00000 72002 2410 0001615
Sheppard, Sofia	Human Resources From TC III; 16-9	01/19/23; 12/8; 18-9 01.0 00000.0 00000 72002 2410 0001615
Zaghikian, Anahid	Human Resources From TC III; 16-9	01/19/23; 12/8; 18-9 01.0 00000.0 00000 72002 2410 0001615

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Reclassification - Continued</u>		
2. <u>Project Crew/Driver</u> Pineda, Miguel	FASO From Custodian I, 11-9	04/01/23; 12/8; 16-9 01.0 00000.0 00000 81006 2211 0000640
3. <u>Typist Clerk III</u> Bailon, Richelle	Instruction, Assessment & Accountability Dept From TC II; 12-9	04/01/23; 12/8; 16-9 01.0 30100.0 00000 21000 2410 0000673
Haghverdian, Vartoush	Student Wellness From TC II; 12-9	04/01/23; 12/8; 16-9 01.0 05641.0 00000 21000 2410 0000617
<u>Termination – Exhaustion of Benefits</u>		
2023-cl-83079		Effective 02/02/23

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay</u>		
1. <u>Administrative Secretary – Substitute</u>		
Argueta, Catherine	Edison	06/09/23 through 08/11/23 Not to exceed 120 hours total Title I 01.0 30100.0 00000 27000 2430 2500000
Sanchez, Maria	La Crescenta	03/01/23 through 06/30/23 Not to exceed \$6,000.00 total Supplemental 01.0 01000.0 00000 27000 2430 3200000
2. <u>Behavior Intervention Assistant</u>		
Rusenko, Michele	Crescenta Valley	03/01/23 through 03/31/23 Not to exceed 6.5 hours 01.0 00000.0 11405 10000 2130 0008616
3. <u>Cafeteria Worker I</u>		
Beyginian, Tani	Nutrition Services	03/20/23
Kim, Maria		Not to exceed 6.5 hours, each 01.0 00000.0 11405 10000 2130 0008616
4. <u>Cafeteria Worker II</u>		
Dominguez, Martha	Nutrition Services	03/20/23
Petrosian, Rita		Not to exceed 6.5 hours, each 01.0 00000.0 11405 10000 2130 0008616

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay - Continued</u>		
5. <u>Education Assistant I</u>		
Adut, Bessy	CDCC	12/01/22 through 06/30/23
Baghramian, Annette		Child Development Activities
Khachikyan, Rima		12.0 61051.0 85000 10000 2110 0000671
Merida, Sariah		12.0 61051.0 85000 10000 2130 0000671
Minassian, Vardouhi		12.0 61051.0 85000 10000 2160 0000671
Puebla, Ximena		California State Preschool
Tahmasebian, Arvin		12.0 61050.0 85000 10000 2110 0000671
		12.0 61050.0 85000 10000 2130 0000671
		12.0 61050.0 85000 10000 2160 0000671
		12.0 61052.0 85000 10000 2110 0000671
		12.0 61052.0 85000 10000 2130 0000671
		12.0 61052.0 85000 10000 2160 0000671
		Self-Support Combined/Self-Supporting
		01.0 91500.0 85000 10000 2110 0000671
		01.0 91500.0 85000 10000 2130 0000671
		01.0 91500.0 85000 10000 2160 0000671
		01.0 91400.0 85000 10000 2110 0000671
		01.0 91400.0 85000 10000 2130 0000671
		01.0 91400.0 85000 10000 2160 0000671
		01.0 91300.0 85000 10000 2110 0000671
		01.0 91300.0 85000 10000 2130 0000671
		01.0 91300.0 85000 10000 2160 0000671
		RAP
		01.0 91100.0 85000 10000 2110 0000671
		01.0 91100.0 85000 10000 2130 0000671
		01.0 91100.0 85000 10000 2160 0000671
		After School Education & Safety
		01.0 60100.0 11100 10000 2110 0000671
		01.0 60100.0 11100 10000 2130 0000671
		01.0 60100.0 11100 10000 2160 0000671
		ELOP
		01.0 26000.0 85000 10000 2110 0000671
		01.0 26000.0 85000 10000 2130 0000671
		01.0 26000.0 85000 10000 2160 0000671



	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay - Continued</u>		
6. <u>Education Assistant II</u>		
Elyasi, Rodina	Toll	03/20/23
Ghadari, Anashe		Not to exceed 6 hours, each
Ghazaryan, Tereza		01.0 00000.0 11405 10000 2130 0008616
Karoglanian, Maretta		
Panosyan, Armenui		
Sarkezi, Arpineh		
Sarkissian, Jacklin		
7. <u>Education Assistant – Intensive Support</u>		
Valerio, Joseph	Toll	03/20/23
		Not to exceed 6 hours
		01.0 00000.0 11405 10000 2130 0008616
8. <u>Education Assistant – Intensive Support - Substitutes</u>		
Hiller, John	Special Education	03/20/23
Juarez, Jessica		Not to exceed 6 hours a day, each
Martinez, Ismael		01.0 00000.0 11405 10000 2130 0008616
Ortega, Alan		
Zierhut, Lily		
9. <u>Health Assistant LVN/RN</u>		
Nicolas, Aimee	La Crescenta	03/01/23 through 06/30/23
		Not to exceed \$6,000.00 total
		Supplemental
		01.0 01000.0 00000 27000 2430 3200000
10. <u>Library Assistant</u>		
Alparaz, Remigia	Columbus	02/14/23 through 02/17/23
		Not to exceed \$258.00 total
		Supplemental
		01.0 01000.0 11100 10000 2930 2300000

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay - Continued</u>		
11. <u>Registrar</u> Friedman, Eva	Glendale	01/09/23 through 06/30/23 Not to exceed \$1,195.80 01.0 00000.0 00000 31101 2430 0004682
12. <u>Senior Administrative Secretary</u> Aivazi, Sona	Glendale	01/09/23 through 06/30/23 Not to exceed \$1,195.80 01.0 00000.0 00000 31101 2430 0004682
13. <u>Special Education Assistant – Substitute</u> Johnson, Kelly Mousakhani, Karolin Murphy, Shannon Peplow, Lauren Villegas, Danielle	Special Education	03/20/23 Not to exceed 6 hours a day, each 01.0 00000.0 11405 10000 2130 0008616
14. <u>Typist Clerk II</u> Eyvazi, Stella	Glendale	01/09/23 through 06/30/23 Not to exceed \$1,195.80 01.0 00000.0 00000 31101 2430 0004682
15. <u>Typist Clerk III</u> Orozco, Maria	Glendale	01/09/23 through 06/30/23 Not to exceed \$1,195.80 01.0 00000.0 00000 31101 2430 0004682

	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Additional Assignment Temporary - At Established Rate of Pay - Continued</u>		
<b>16. <u>Special Education Assistant</u></b>		
Aguirre-Martinez, Sandra	College View	03/20/23 Not to exceed 6 hours, each
Arutyunyan, Karine		01.0 65000.0 57611 11100 2130 5000000
Brown, Michell		
Hernandez-Llamas, Maria		
Jacobson, Kathy		
Kopp, Mary Ann		
Maciel, Yolanda		
Sanchez, Rosio		
Solorzano, Cynthia		
Torres, Melissa		
Urquiza, Pedro		
<b>17. <u>Yard Duty Assistant</u></b>		
Danial, Grace	Marshall	03/20/23 Not to exceed 6 hours
		01.0 00000.0 11405 10000 2130 0008616
Khodaverdi, Angineh	Balboa	02/01/23 through 06/09/23 Not to exceed 6 hours a day
		01.0 00000.0 19021 10000 2930 2000000
Shahbazian, Nora	Mountain Avenue	03/20/23 Not to exceed 5 hours
		01.0 00000.0 11405 10000 2130 0008616

<u>Change of Assignment</u>	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<b>1. <u>Change of Location</u></b>		
<b>a. <u>Custodian I</u></b>		
Dela Resma, Patrick	Hoover From Columbus	03/22/23 01.0 00000.0 00000 81006 2211 0300000
Oswill, George	Mountain Avenue From Mountain/Rosemont	04/20/23 01.0 00000.0 00000 81006 2211 3900000
<b>2. <u>Increase in Hours</u></b>		
<b>a. <u>Behavior Intervention Assistant</u></b>		
Rusenko, Michele	Special Education From 9.25/6	01/20/23; 9.25/6.5 01.0 04000.0 57607 11100 2110 0000600
<b>b. <u>Cafeteria Worker I</u></b>		
Cardori, Lidosh	Hoover From 9.25/3.5	04/03/23; 9.25/6.5 13.0 53100.0 00000 37000 2212 0300000
Dominguez, Martha	Glendale From 9.25/3.5	04/03/23; 9.25/6.5 13.0 53100.0 00000 37000 2212 0200000
Gonzalez, Veronica	Glendale From 9.25/3.5	04/03/23; 9.25/6.5 13.0 53100.0 00000 37000 2212 0200000
Sinecio, Maria	Glendale From 9.25/3.5	04/03/23; 9.25/6.5 13.0 53100.0 00000 37000 2212 0200000
Zadourian, Hermik	Crescenta Valley From 9.25/3.5	04/03/23; 9.25/6.5 13.0 53100.0 00000 37000 2212 0100000
Rusenko, Michele	Special Education From 9.25/6	01/20/23; 9.25/6.5 01.0 04000.0 57607 11100 2110 0000600

<u>Change of Assignment</u>	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
<b>3. <u>Provisional Assignment</u></b>		
<b>a. <u>Cafeteria Worker II</u></b>		
Dennis, Laura	Jefferson From Cafeteria Worker I, 1-9	02/28/23 through 03/10/23 6.5 hours a day 4-9 13.0 53100.0 00000 37000 2232 0300000
Dominguez, Martha	Muir From Cafeteria Worker I, 1-1	03/01/23 through 03/31/23 6.5 hours a day 4-7 13.0 53100.0 00000 37000 2212 0100000
Medina, Lisa	Columbus From Cafeteria Worker I, 1-7	03/01/23 through 03/31/23 6.5 hours a day 4-7 13.0 53100.0 00000 37000 2212 0200000
Mirzakhany, Frida	Monte Vista From Cafeteria Worker I, 1-8	03/01/23 through 03/31/23 6.5 hours a day 4-8 13.0 53100.0 00000 37000 2212 0200000
Zadourian, Hermik	Valley View From Cafeteria Worker I, 1-1	03/01/23 through 03/31/23 6.5 hours a day 4-7 13.0 53100.0 00000 37000 2212 0200000



Effective Dates,  
 Months/Hours, and  
Salary Rating

Location

Change of Assignment

3. Provisional Assignment

b. Cook/Baker

Ebrahimian, Jaklin	Nutrition Services From Cafeteria Worker I, 1-9	03/01/23 through 03/03/23 8 hours a day 9-7 13.0 53100.0 00000 37000 2212 0000662
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Kim, Maria	Crescenta Valley From Cafeteria Worker I, 1-1	03/21/23 through 03/31/23 6.5 hours a day 9-4 13.0 53100.0 00000 37000 2212 0100000
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c. Nutrition Services Driver

Mendizabal, Mario	Nutrition Services From Cafeteria Worker I, 1-4	03/01/23 through 03/10/23 8 hours a day 12-3 13.0 53100.0 00000 37000 2212 0100000
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Monteros, Angela	Glendale From Cafeteria Worker I, 1-1	03/09/23 through 03/10/23 8 hours a day 12-3 13.0 53100.0 00000 37000 2212 0200000
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Monteros, Angela	Glendale From Cafeteria Worker I, 1-1	03/21/23 through 03/24/23 8 hours a day 12-3 13.0 53100.0 00000 37000 2212 0200000
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Effective Dates,  
Months/Hours, and  
Salary Rating

Location  
Revision to Previous Board Reports

1. Revision to Board Report #2, August 9, 2022

Page 3, Item 1

Election from Eligibility List

Custodian I

Hernandez, Manuel          Mann

08/01/22; 12/8; 11-1  
01.0 00000.0 00000 81006 2211 3500000

Change date to read:

09/01/22

2. Revision to Board Report #4, September 20, 2022

Page 16, Item 5.d

Provisional Assignment

Education Assistant II

Conroy, Lynette          Valley View  
From Education  
Assistant I, 3-2

08/17/22 through 06/09/23  
3.5 hours a day  
6-7  
01.0 74260.0 11100 10000 2110 4100000

Change hours a day to read:

3.75 hours a day

Effective Dates,  
Months/Hours, and  
Salary Rating

Location  
Revision to Previous Board Reports - Continued

3. Revision to Board Report #7, December 13, 2022

Page 15

Election of Classified Hourly Substitutes through 06/30/23

Petrosyan, Meri	Balboa	10/01/22 through 06/09/23 Not to exceed \$5,484.00 Elementary Intervention 01.0 02000.0 11304 10000 2130 2000000
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Add name to read:

Margharian-Ghalehsari, Atina

4. Revision to Board Report #8, January 17, 2023

Page 10, Item 1d

Lead Custodian

Cabrera, Walter	Crescenta Valley From Custodian I 11-7	09/12/22 through 12/31/22 8 hours a day (night) 20-4 01.0 00000.0 00000 81006 2211 0100000
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Change dates to read:

09/12/22 through 03/17/23

<u>Location</u>		<u>Effective Dates, Months/Hours, and Salary Rating</u>
<u>Election of Classified Hourly Substitutes (Custodian I) through 06/30/23</u>		
Lopez, Karla		02/20/23 through 06/30/23
Salgado, Eder		01.0 00000.0 00000 81006 2211 0000640
Villagran, Luiz		
<u>Election of Classified Hourly Substitutes (Cafeteria Worker I) through 06/30/23</u>		
Najjarian, Ramella		03/23/23 through 06/30/23
Mayorga, Ana		13.0 53100.0 00000 37000 2232 0000662
<u>Election of Classified Hourly Substitutes through 06/30/23</u>		
Keenan, Samantha	Edison	06/19/23 through 06/30/23 Not to exceed 40 hours total Title I 01.0 30100.0 00000 27000 2430 2500000
<u>Election of Classified/Non-Classified Hourly Substitutes through 06/30/23</u>		
<u>Student Assistant I</u>		
Riabova, Irina	Hoover	02/01/23 through 06/07/23 \$15.50 per hour 13.0 53100.0 00000 37000 2280 0000662
Kaloghlian, Pascal	SELPA	04/04/23 through 06/30/23
Kozian, George		\$15.50 per hour
Lopez, Maurice		Not to exceed 200 hours
Merager, Jallen		SELPA Workability 1
Siqueiros, Carolina		01.0 65200.0 57600 11133 2180 0000668

<u>Personal Services Agreement</u>	<u>Location</u>	<u>Effective Dates, Months/Hours, and Salary Rating</u>
1. Barash, Jacob Murray, Jordan	Dance Coaches to work with Dance Teacher at Glendale High School	08/25/22 through 06/30/23 Not to exceed \$12,200.00 total General Fund Donation 01.0 95100.0 11100 10000 5811 0200000
2. Camacho, Jacqueline	Consultant, as needed to provide four (4) 2-hour virtual training sessions via Zoom including PDF files of Power Point presentations and handouts and pre- consultation meeting to review curriculum before the training date.	04/05/23 through 04/26/23 Not to exceed \$1,500.00 total Attend/Fster/Homeless/Mental Health 01.0 05641.0 11100 10000 5811 0000617



Effective Dates,  
Months/Hours, and  
Salary Rating

Personal Services Agreement - Location  
Continued

3. Inoue-Kim, Yuki	Consultant as needed to provide Talko Drum lessons to Dunsmore Elementary School	11/21/22 through 06/07/23 Not to exceed \$2,500.00 total 01.0 95100.0 11100 10000 5811 2400000
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GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 4

TO: Board of Education  
 FROM: Dr. Vivian Ekchian, Superintendent  
 SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer  
 PREPARED BY: Karineh Savarani, Director, Financial Services  
 SUBJECT: **Warrants – District Funds**

The Superintendent recommends that “A” Form (Payroll Warrants) issued March 2, 2023 – March 29, 2023, as shown below totaling \$4,500,423.67 and “B” Form (Other than Payroll Warrants) issued February 1 2023 – February 28, 2023, totaling \$15,047,540.91 be approved. Funding for Form “A” Warrants is accounted for in the following funds: 01.0 General Fund, 12.0 Child Development Fund, 13.0 Cafeteria Fund, 21.1 Measure S Projects Fund, 40.1 Spec Reserve-Capital Projects Fund, 67.0 Self-Insurance Fund, 67.2 Early Retirement Benefits Fund and 76.0 Warrant Pass-Through Fund.

REGISTERED NUMBER	WARRANT NUMBER	DESCRIPTION	AMOUNT
059-C	7659530 - 7659537	Certificated	\$ 549.20
059-N	7659538 - 7659538	Classified	750.00
C5H-C	7660913 - 7660971	Certificated	822,689.67
C5H-N		Classified	3,403.51
060-C		Certificated	6,344.71
061-C	7625051 - 7664248	Certificated	757.24
062-C	7669413 - 7669418	Certificated	2,093.04
065-C	7669588 - 7669590	Certificated	(5,230.99)
E4P-C		Certificated	605.48
E4P-N	7670509 - 7670601	Classified	1,626,868.90
066-C	7674470 - 7674503	Certificated	74,731.95
066-N	7674504 - 7674505	Classified	6,225.22
C3H-C	7676958 - 7677131	Certificated	4,208.35
C3H-N	7676957 - 7676957	Classified	527,424.40
067-C	7680716 - 7680717	Certificated	5,541.36
067-N	7680718 - 7680718	Classified	42.36
068-C	7681104 - 7681108	Certificated	4,640.33
068-N	7681109 - 7681119	Classified	7,522.15
069-C	7681836 - 7681838	Certificated	4,490.88
069-N	7681839 - 7681844	Classified	2,927.67
072-C	7674495 - 7683167	Certificated	1,033.18
072-N	7683168 - 7683168	Classified	160.05
073-C	7683586 - 7683603	Certificated	5,241.46
073-N	7683604 - 7683604	Classified	7,136.62
074-C	7683845 - 7683850	Certificated	4,363.68
075-C	7684796 - 7684808	Certificated	94.79
076-C	7685339 - 7685351	Certificated	7,370.84
076-N	7685352 - 7685352	Classified	14,519.52
E4Q-N	7686315 - 7686396	Classified	1,358,053.30
079-C	7685522 - 7685530	Certificated	3,751.60

Continued on Page 2

**GLENDALÉ UNIFIED SCHOOL DISTRICT  
CONSENT CALENDAR NO. 4**

REGISTERED NUMBER	WARRANT NUMBER		DESCRIPTION	AMOUNT
079-N	7685531	- 7685531	Classified	769.90
080-C	7687412	- 7687416	Certificated	275.91
081-N	7690083	- 7690083	Classified	403.00
082-N	7690252	- 7690252	Classified	108.61
083-C	7694089	- 7694089	Certificated	167.29
083-N	7694090	- 7694093	Classified	388.49
<b>TOTAL \$</b>				<b><u>4,500,423.67</u></b>

**GLENDALE UNIFIED SCHOOL DISTRICT  
CONSENT CALENDAR NO. 4**

**SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
FEBRUARY 1 THRU FEBRUARY 28, 2023**

<b>OBJECT CODE</b>	<b>DESCRIPTION</b>	<b>NUMBER OF ENTRIES</b>	<b>AMOUNT</b>
<b>1.0 GENERAL FUND</b>			
3932	OTHER DISTRICT PAID BENEFITS	2	\$ 257.47
4110	TEXTBOOKS	16	30,871.35
4210	BOOKS & OTHER REFERENCE MATERIAL	8	4,642.98
4310	INST. MATERIALS & SUPPLIES	617	117,923.77
4312	INST. PERIODICALS & MAGAZINES	6	5,783.12
4317	COMMENCEMENT	5	18,722.83
4340	INSTRUCTIONAL SOFTWARE/LICENSES	18	132,879.94
4350	OFFICE & OTHER SUPPLIES	188	62,918.52
4351	PRINTING & REPRODUCTION	8	1,759.72
4353	REFRESHMENTS	49	6,982.45
4360	TIRES, FUEL AND OIL	10	15,113.90
4370	CUSTODIAL/OPERATION SUPPLIES	119	24,458.79
4371	GROUNDS SUPPLIES	16	9,032.59
4372	POOL SUPPLIES	11	10,675.24
4380	MAINTENANCE SUPPLIES	36	9,341.98
4381	REPAIR SUPPLY & MATERIALS	134	46,334.81
4395	NON-FOOD SUPPLIES	14	710.59
4410	NON-CAP AV/COMPUTER EQ UNTAGGED	34	18,087.47
4420	NON-CAP EQUIP -UNTAGGED	144	85,237.35
4430	NON-CAP EQUIP - TAGGED NON-COMPUTER	53	105,758.00
4440	NON-CAP COMPUTER EQUIP -TAGGED	35	49,174.50
5210	MILEAGE & CAR ALLOWANCES	31	4,782.61
5220	TRAVEL AND CONFERENCES	57	24,855.92
5310	DUES AND MEMEBERSHIPS	5	4,225.00
5510	NATURAL GAS SERVICES	13	265,066.68
5520	ELECTRICITY SERVICES	39	287,846.28
5530	WATER	52	60,623.49
5561	TRASH DISPOSAL	4	66,218.25
5562	SEWER CHARGES	50	24,418.70
5610	RENTALS, LEASES AND REPAIRS	21	29,488.38
5611	ETIS COPIER LEASES	5	9,328.99
5630	REPAIRS	46	40,867.54
5631	ETIS COPIER MAINTENANCE	38	8,075.88
5632	ETIS PRINTER MAINTENANCE	2	25,539.22
5802	FREIGHT EXPENSE	2	700.00
5804	NON-PUBLIC SCHOOL	27	446,861.12
5811	PERSONAL SERVICES	53	79,977.97
5812	NON-PSA SERVICE AGREEMENT	117	794,821.47
5813	UNIFORM SERVICES	1	3,707.30
5814	TRANSPORTATION	61	44,692.61
5815	OPERATING SERVICES	170	1,177,632.57
5816	NON-PUBLIC SCHOOL SERVICES	351	1,870,479.16
5821	LEGAL FEES	7	18,614.32
5823	SPEC ED LEGAL SETTLEMENTS	5	13,110.38

**GLENDALE UNIFIED SCHOOL DISTRICT  
CONSENT CALENDAR NO. 4**

**SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
FEBRUARY 1 THRU FEBRUARY 28, 2023**

<b>OBJECT CODE</b>	<b>DESCRIPTION</b>	<b>NUMBER OF ENTRIES</b>	<b>AMOUNT</b>
5828	SPED PARENT ATTORNEY FEES	2	16,500.00
5852	NON-INSTRUCTIONAL, CONSULTANTS	5	41,560.00
5853	CONTRACTUAL SERVICES	3	187,887.00
5861	FINGERPRINTS FOR EMPLOYEES	2	6,330.00
5862	PHYSICALS FOR EMPLOYEES	6	12,224.75
5911	POSTAGE/UPS/FEDEX	5	709.44
5912	TELEPHONE	10	18,624.95
5916	OTHER PHONES	5	6,965.73
6210	ARCHITECT FEES ON BUILDINGS	1	198.00
6250	BUILDING CONSTRUCTION/IMPROV	14	6,392.29
6252	OTHER CONSTRUCTION	6	29,777.52
6275	CONST TSTNG ON BLDNGS & IMPROV	2	3,932.00
6410	CAPITALIZED COMPUTER EQUIP-TAG	4	6,670.00
6490	CAPITALIZED EQUIPMENT	5	25,487.24
7141	TUITION, EXS CST, SCH DIST	2	229,297.42
8311	OTH ST APPTNTS-CRNT YR & ROC/P	2	988,951.44
8689	ALL OTHER FEES AND CONTRACTS	1	375.96
8699	ALL OTHER LOCAL REVENUES	3	3,393.26
9320	STORES	10	80,163.24
9530	FRINGE BENEFITS SUBS - H&W	4	3,530,106.93
9552	USE TAX PAYABLE	23	1,869.47
		-----	-----
		2,795	11,256,017.85
 <b>12.0 CHILD DEVELOPMENT FUND</b>			
4310	INST. MATERIALS & SUPPLIES	28	4,213.95
4350	OFFICE & OTHER SUPPLIES	16	703.61
4370	CUSTODIAL/OPERATION SUPPLIES	3	305.08
4420	NON-CAP EQUIP -UNTAGGED	6	1,435.79
4430	NON-CAP EQUIP - TAGGED NON-COMPUTER	2	1,286.18
5630	REPAIRS	3	6.07
5812	NON-PSA SERVICE AGREEMENT	24	13,724.56
5815	OPERATING SERVICES	2	96,119.68
5916	OTHER PHONES	1	27.49
		-----	-----
		85	117,822.41
 <b>13.0 CAFETERIA FUND</b>			
4350	OFFICE & OTHER SUPPLIES	3	422.15
4360	TIRES, FUEL AND OIL	2	789.20
4380	MAINTENANCE SUPPLIES	2	131.61
4381	REPAIR SUPPLY & MATERIALS	17	2,578.11
4395	NON-FOOD SUPPLIES	25	44,581.90



**GLENDALE UNIFIED SCHOOL DISTRICT  
CONSENT CALENDAR NO. 4**

**SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
FEBRUARY 1 THRU FEBRUARY 28, 2023**

<b>OBJECT CODE</b>	<b>DESCRIPTION</b>	<b>NUMBER OF ENTRIES</b>	<b>AMOUNT</b>
4420	NON-CAP EQUIP -UNTAGGED	2	157.26
4430	NON-CAP EQUIP-TAGGED NON-COMPUTER	3	2,773.01
4710	FOOD	63	554,598.94
5210	MILEAGE AND CAR ALLOWANCES	1	3.45
5310	DUES AND MEMEBERSHIPS	3	218.00
5563	PEST CONTROL	1	209.50
5610	RENTALS, LEASES AND REPAIRS	2	5,510.34
5630	REPAIRS	1	532.00
5815	OPERATING SERVICES	5	1,960.00
5817	MONEY PICK-UP	2	2,148.05
5916	OTHER PHONES	1	81.16
8634	FOOD SERVICE SALES	22	2,583.20
		----- 155	----- 619,277.88
 <b>21.1 MEASURE S PROJECTS FUND</b>			
4350	OFFICE & OTHER SUPPLIES	2	232.47
4440	NON-CAP COMPUTER EQUIP -TAGGED	10	2,315.00
5210	MILEAGE AND CAR ALLOWANCES	1	1,399.00
5220	TRAVEL AND CONFERENCES	1	127.00
5590	OPERATIONS & OTH HOUSEKEEPING	1	86.94
5610	RENTALS, LEASES AND REPAIRS	7	9,327.15
5852	NON-INSTRUCTIONAL CONSULTANTS	2	2,848.75
5911	POSTAGE/UPS/FEDEX	3	22.22
6210	ARCHITECT FEES ON BUILDINGS	5	16,954.50
6224	FEES-HEALTH DEPARTMENT	1	835.00
6250	BUILDING CONSTRUCTION/IMPROV	2	194,129.84
6252	OTHER CONSTRUCTION	26	168,757.23
6275	CONST TSTNG ON BLDNGS & IMPROV	8	62,114.00
6280	BUILDING INSPECTIONS	3	28,360.00
6455	DATA/CABLING	1	7,158.00
		----- 73	----- 494,667.10
 <b>40.1 SPEC RESERVE - CAPITAL PROJECTS</b>			
5520	ELECTRICITY SERVICES	1	55.04
5530	WATER	1	296.85
5562	SEWER CHARGES	1	148.15
		----- 3	----- 500.04
 <b>67.0 SELF-INSURANCE FUND</b>			
5872	DELTA ADMINISTRATIVE FEES	1	14,811.17
5873	VSP CLAIMS	6	32,126.60
5874	VSP ADMINISTRATIVE FEES	2	3,943.37

**GLENDALE UNIFIED SCHOOL DISTRICT  
CONSENT CALENDAR NO. 4**

**SUMMARY OF COMMERCIAL WARRANTS ISSUED FROM  
FEBRUARY 1 THRU FEBRUARY 28, 2023**

<b>OBJECT CODE</b>	<b>DESCRIPTION</b>	<b>NUMBER OF ENTRIES</b>	<b>AMOUNT</b>
5875	DELTA PAYMENTS	1	253,615.92
5877	MEDIMPACT CLAIMS	2	15,824.59
5878	MEDIMPACT PAYMENTS	2	990,031.44
		-----	-----
		14	1,310,353.09
	<b>67.2 EARLY RETIREMENT BENEFITS FUND</b>		
5815	OPERATING SERVICES	1	181,805.47
		-----	-----
		1	181,805.47
	<b>73.0 FOUNDATION TRUST FUND</b>		
7699	ALL OTHER FINANCING USES	1	472.55
		-----	-----
		1	472.55
	<b>76.0 WARRANT PASS-THROUGH FUND</b>		
9514	CALSTRS LIABILITY	0	0.00
9517	VOLUNTARY DEDUCTIONS	16	633,249.02
9518	TAX SHELTER ANNUITY	2	41,761.50
9550	ROTH IRA-LACOE USED ONLY	3	391,614.00
		-----	-----
		21	1,066,624.52
	<b>TOTALS</b>	<b>3,148</b>	<b>\$ 15,047,540.91</b>
		-----	-----

*To Support 2022-23 Board Priority No. 4 – Maintain District Financial Responsibility –  
Ensure the fiscal health of the District, implement a fiscal plan to preserve the District  
resources, and plan for the District’s future educational and facility needs.*

GLENDALE UNIFIED SCHOOL DISTRICT

APRIL 4, 2023

CONSENT CALENDAR NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer

PREPARED BY : Barbara Howard, Director, Procurement & Contract Services

SUBJECT: **PURCHASE ORDER LISTING**

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The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$6,757,878.80 for the period of February 13, 2023 to March 17, 2023 as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM FEBRUARY 13, 2023 THROUGH MARCH 17, 2023

<b>Funding Source</b>	<b>Number of Purchase Orders</b>	<b>Amount</b>
UNRESTRICTED RESOURCES	216	814,005.46
CONTINUING EDUCATION - RESTRICTED	4	1,193.27
FEDERAL RESTRICTED RESOURCES	67	2,583,849.66
STATE RESTRICTED RESOURCES	133	1,650,201.94
LOCAL RESTRICTED RESOURCES	122	208,296.59
CHILD DEVELOPMENT FUND	3	21,177.73
FOOD SERVICES FUND	11	44,702.43
MEASURE S PROJECTS FUND	17	244,830.47
CAPITAL PROJECTS & IMPROVEMENT FUND	1	434,602.25
WORKERS COMPENSATION FUND	1	755,019.00
<b>TOTAL</b>	<b>575</b>	<b>\$6,757,878.80</b>

**TO SUPPORT 2022-23 BOARD PRIORITY NO. 4:** *Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.*

PO NUMBER	UNRESTRICTED RESOURCES VENDOR	AMOUNT
PO1-230000003105	AMERICAN EXPRESS CPS COAST ALUMINUM INC - INSTRUCTIONAL MATERIALS - CLARK MAGNET HIGH SCHOOL	407.63
PO1-230000003112	NOVA GRAPHIC SYSTEMS EQUIPMENT MAINTENANCE AGREEMENT - STUDENT SUPPORT SERVICES	1,800.00
PO1-230000003121	SCHOOLMINT, INC SOFTWARE LICENSES - STUDENT SUPPORT SERVICES	38,587.50
PO1-230000003128	THE HOME DEPOT PRO (SUPPLYWORKS)	131.31
PO1-230000003129	ADAPTCNN, INC. SATELLITE PHONE SERVICES - FACILITY & SUPPORT OPERATIONS	1,890.00
PO1-230000003131	DILIGENT BUSINESS SOLUTIONS ANNUAL SUBSCRIPTION FOR ONLINE BLUEPRINTS. - FACILITY & SUPPORT OPERATIONS	7,800.00
PO1-230000003132	GLENDAL BUILDER'S SUPPLIES	43.00
PO1-230000003138	SUBWAY EDIBLE SUPPLIES - SECONDARY SERVICES	1,358.40
PO1-230000003141	STAGE PARTNERS, LLC	205.00
PO1-230000003144	CALIFORNIA ASSOCIATION OF AFRICAN-AMERICAN SUPT'S & ADMINS	695.00
PO1-230000003145	CALIFORNIA ASSOCIATION OF AFRICAN-AMERICAN SUPT'S & ADMINS	695.00
PO1-230000003160	PUREWAY COMPLIANCE, INC	255.36
PO1-230000003168	AMAZON CAPITAL SERVICES, INC.	962.25
PO1-230000003169	EVALUMETRICS, INC. BLANKET PURCHASE ORDER FOR MANDATED CALIFORNIA PHYSICAL FITNESS TEST - ASSESSMENT & ACCOUNTABILITY	3,000.00
PO1-230000003173	AMERICAN EXPRESS CPS SOUTHERN CALIFORNIA KINDERGARTEN CONFERENCE - CONFERENCE EXPENSES - FREMONT ELEMENTARY SCHOOL	626.24
PO1-230000003180	AMERICAN EXPRESS CPS EMBASSY SUITES - HILTON SACRAMENTO - CONFERENCE EXPENSES - BUSINESS SERVICES	636.58
PO1-230000003181	AMERICAN EXPRESS CPS SOUTHWEST AIRLINES - CONFERENCE EXPENSES - BUSINESS SERVICES	562.96
PO1-230000003182	MAGILIAN PRODUCTIONS SERVICES AGREEMENT FOR PROFESSIONAL DEVELOPMENT - SECONDARY SERVICES	2,500.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003183	SIRAMARK INC DBA ABRIL BOOKSTORE	319.76
PO1-230000003184	SIRAMARK INC DBA ABRIL BOOKSTORE BLANKET PURCHASE ORDER FOR ARMENIAN BOOKS - WILSON MIDDLE SCHOOL	3,000.00
PO1-230000003185	SIRAMARK INC DBA ABRIL BOOKSTORE BLANKET PURCHASE ORDER FOR ARMENIAN BOOKS - TOLL MIDDLE SCHOOL	1,000.00
PO1-230000003187	SMART & FINAL IRIS COMPANY	500.00
PO1-230000003192	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - FREMONT ELEMENTARY SCHOOL	2,500.00
PO1-230000003193	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - FREMONT ELEMENTARY SCHOOL	1,000.00
PO1-230000003194	ALMA ADVISORY GROUP, LLC SERVICE AGREEMENT TO PROVIDE EXECUTIVE COACHING - PUBLIC INFORMATION	10,000.00
PO1-230000003197	ANDREA KOBLINER CONSULTANT TO COMPLETE AND SUBMIT TUPE GRANT APPLICATION - STUDENT SUPPORT SERVICES	36,000.00
PO1-230000003200	WESTED SURVEY SERVICES - STUDENT SUPPORT SERVICES	2,964.20
PO1-230000003201	MINUTEMAN PRESS	426.67
PO1-230000003202	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER-INSTRUCTIONAL SUPPLIES - GLENDAL HIGH SCHOOL	2,500.00
PO1-230000003203	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER- INSTRUCTIONAL SUPPLIES - GLENDAL HIGH SCHOOL	2,500.00
PO1-230000003206	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - ROOSEVELT MIDDLE SCHOOL	2,000.00
PO1-230000003209	AMERICAN ASSOCIATION OF TEACHERS OF SPANISH & PORTUGUESE	135.00
PO1-230000003210	SWUN MATH, LLC INSTRUCTIONAL MATERIALS & SUPPLIES - COLUMBUS ELEMENTARY SCHOOL	2,170.16



PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003218	FIRST STUDENT	468.96
PO1-230000003220	STUDIO GEAR INSTRUCTIONAL MATERIALS - LINCOLN ELEMENTARY SCHOOL	1,417.98
PO1-230000003221	SIRAMARK INC DBA ABRIL BOOKSTORE BLANKET PURCHASE ORDER FOR ARMENIAN BOOKS - JEFFERSON ELEMENTARY SCHOOL	11,536.39
PO1-230000003222	SIRAMARK INC DBA ABRIL BOOKSTORE BLANKET PURCHASE ORDER FOR ARMENIAN BOOKS - R. D. WHITE ELEMENTARY SCHOOL	8,380.38
PO1-230000003236	LEARNING A-Z	831.60
PO1-230000003240	MINUTEMAN PRESS	49.61
PO1-230000003243	AMERICAN EXPRESS CPS HYATT HOUSE MIDTOWN, SACRAMENTO - CONFERENCE EXPENSES - SECONDARY SERVICES	6,271.54
PO1-230000003247	COMPLETE BUSINESS SYSTEMS	595.00
PO1-230000003248	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - ROSEMONT MIDDLE SCHOOL	1,500.00
PO1-230000003252	AMAZON CAPITAL SERVICES, INC.	500.00
PO1-230000003255	FOUNDATION FOR EDUCATIONAL ADMIN (FEA)	650.00
PO1-230000003257	SCHOOL SERVICES OF CALIFORNIA CONFERENCE EXPENSES - BUSINESS SERVICES	1,475.00
PO1-230000003258	SCHOOL SERVICES OF CALIFORNIA	275.00
PO1-230000003260	MINUTEMAN PRESS	49.61
PO1-230000003270	AMERICAN EXPRESS CPS HYAT REGENCY SAN FRANCISCO AIRPORT HOTEL - CONFERENCE EXPENSES - GLENDALE HIGH SCHOOL	1,311.96
PO1-230000003273	CORTES & LEE INC PROFESSIONAL SERVICES - BUSINESS SERVICES	6,546.81
PO1-230000003274	HOME DEPOT CREDIT SERVICES	167.13
PO1-230000003277	GRAINGER	27.54
PO1-230000003279	TURF STAR, INC.	102.52
PO1-230000003280	SEA-CLEAR POOLS EMERGENCY SERVICES DUE TO WATER INTRUSION IN THE THE HEATER AT CRESCENTA VALLEY HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	6,285.26
PO1-230000003285	BURBANK PRINTING	607.72
PO1-230000003286	FOLLETT SCHOOL SOLUTIONS, INC. DESTINY LIBRARY SYSTEM RENEWAL - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	25,214.40

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003288	CLIFTONLARSONALLEN LLP FINANCIAL AND COMPLIANCE AUDIT 2021-2022 - FINANCIAL SERVICES	29,750.00
PO1-230000003290	KEYGENT LLC PROFESSIONAL SERVICES - BUSINESS SERVICES	3,500.00
PO1-230000003292	BERTRAND'S MUSIC ENTERPRISES INC	81.54
PO1-230000003295	FEDERAL EXPRESS CORP.	200.00
PO1-230000003299	DOCUMENT TRACKING SERVICES LLC SOFTWARE LICENSES - EQUITY, ACCESS & FAMILY ENGAGEMENT	7,095.00
PO1-230000003300	AEQUITAS SOLUTION ANNUAL SUPPORT AND MAINTENANCE RENEWAL 22-23 - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	147,587.71
PO1-230000003301	CITY OF GLENDALE SWIMMING PE CLASSES AT THE PACIFIC COMMUNITY POOL - EDISON ELEMENTARY SCHOOL	6,000.00
PO1-230000003303	GLENDALE CHAMBER OF COMMERCE	270.00
PO1-230000003305	AMERICAN EXPRESS CPS AMAZON - BOOKS - EDUCATIONAL SERVICES	202.60
PO1-230000003306	XTRAMATH	105.00
PO1-230000003308	CLASS COMPOSER INC	799.00
PO1-230000003320	DKG MEDIA, LP	767.00
PO1-230000003333	OUTLOOK NEWSPAPER NEWSPAPER ADVERTISEMENTS FOR PRE-SCHOOL - PUBLIC INFORMATION	3,210.00
PO1-230000003335	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	1,000.00
PO1-230000003336	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	1,500.00
PO1-230000003337	DILLY CAMPUS SUPPLY AWARDS SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,162.00
PO1-230000003348	SCHOLASTIC INC.	580.00
PO1-230000003351	AMAZON CAPITAL SERVICES, INC.	762.00
PO1-230000003354	TEK TIME SYSTEMS, INC	119.14
PO1-230000003356	AMERICAN EXPRESS CPS AATSP-STORE - AWARDS SUPPLIES - CLARK MAGNET HIGH SCHOOL	790.76

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003359	AMERICAN EXPRESS CPS ELEPHANT STOCK - INSTRUCTIONAL MATERIALS - GLENDALE HIGH SCHOOL	925.32
PO1-230000003366	JUNIOR LIBRARY GUILD	847.00
PO1-230000003367	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - R.D. WHITE ELEMENTARY SCHOOL	11,354.00
PO1-230000003370	CAL-HOSA, INC. HOSA COMPETITION REGISTRATION FEE - SECONDARY SERVICES	4,860.00
PO1-230000003373	AMAZON CAPITAL SERVICES, INC.	300.00
PO1-230000003377	FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - SECONDARY SERVICES	15,000.00
PO1-230000003379	GOPHER	128.15
PO1-230000003383	THE HOME DEPOT PRO (SUPPLYWORKS)	87.54
PO1-230000003385	OUTLOOK NEWSPAPER ADVERTISING SERVICES - PUBLIC INFORMATION	2,408.00
PO1-230000003386	CLIFTONLARSONALLEN LLP PROFESSIONAL SERVICES- FINANCIAL SERVICES	11,000.00
PO1-230000003389	NELSON SOUND	180.00
PO1-230000003391	MIDAMERICA BOOKS BLANKET PURCHASE ORDER FOR BOOKS - ROOSEVELT MIDDLE SCHOOL	2,922.00
PO1-230000003393	BSN SPORTS BLANKET PURCHASE ORDER FOR SPORTS SUPPLIES - MUIR ELEMENTARY SCHOOL	5,337.00
PO1-230000003402	KEY CODE MEDIA, INC.	600.00
PO1-230000003405	INSIGHT PUBLIC SECTOR INC. STORAGE SERVER MAINTENANCE RENEWAL - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	14,464.72
PO1-230000003406	SIRAMARK INC DBA ABRIL BOOKSTORE BOOKS - R.D. WHITE ELEMENTARY SCHOOL	3,250.00
PO1-230000003407	FIRST STUDENT TRANSPORTATION SERVICES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	1,560.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003408	FIRST STUDENT TRANSPORTATION SERVICES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	1,002.00
PO1-230000003415	SCHOOL SPECIALTY LLC	350.00
PO1-230000003416	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	450.00
PO1-230000003417	LAKESHORE LEARNING	200.00
PO1-230000003419	YOU CAN BOOK ME LTD	672.00
PO1-230000003422	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - CLARK MAGNET HIGH SCHOOL	1,500.00
PO1-230000003423	POSITIVE PRESS	148.84
PO1-230000003425	AMERICAN EXPRESS CPS ALASKA AIRLINES - ROBOTICS COMPETITION AT BOISE, IDAHO - CLARK MAGNET HIGH SCHOOL	14,375.40
PO1-230000003426	AMERICAN EXPRESS CPS HOLIDAY INN SACRAMENTO - CONFERENCE EXPENSES - SECONDARY SERVICES	1,649.18
PO1-230000003431	AURORA ZAJAC	300.00
PO1-230000003432	LEILA RASAS	200.00
PO1-230000003434	NAESP PEAP ACA ORDERS	330.75
PO1-230000003435	AWARDS UNLIMITED, INC. UNIFORMS, HOSA COMPETITION - CRESCENTA VALLEY HIGH SCHOOL	2,615.46
PO1-230000003437	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER INSTRUCTIONAL SUPPLIES - COLUMBUS ELEMENTARY SCHOOL	2,700.00
PO1-230000003439	STUDENT TELEVISION NETWORK, INC.	325.00
PO1-230000003447	UNITED STATES TREASURY EMPLOYER SHARED RESPONSIBILTYY FOR 1095-C TAX - BUSINESS SERVICES	4,503.38
PO1-230000003451	REINA FAUNCE	650.00
PO1-230000003454	LILY BOSHIER	650.00
PO1-230000003456	SRBUI SUSIE BURUSHYAN	650.00
PO1-230000003457	AMERICAN EXPRESS CPS GODADDY - RENEWAL OF SOFTWARE LICENSE - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	199.98
PO1-230000003458	HEXAGRAMM BOOKS BLANKET PURCHASE ORDER FOR FRENCH DUAL LANGUAGE IMMERSION BOOKS - FRANKLIN ELEMENTARY SCHOOL	7,801.01
PO3W-230000000825	THE HOME DEPOT PRO (SUPPLYWORKS)	409.89
PO3W-230000000974	THE HOME DEPOT PRO (SUPPLYWORKS)	124.40

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001018	THE HOME DEPOT PRO (SUPPLYWORKS)	733.93
PO3W-230000001164	TEACHERS' CURRICULUM INSTITUTE (TCI) INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL	4,321.03
PO3W-230000001231	THE HOME DEPOT PRO (SUPPLYWORKS)	684.53
PO3W-230000001385	BULBTRONICS, INC.	700.95
PO3W-230000001424	CAROLINA BIOLOGICAL SUPPLY CO. INSTRUCTIONAL MATERIALS - BALBOA ELEMENTARY SCHOOL	3,261.38
PO3W-230000001433	AREY JONES EDUCATIONAL SOLUTIONS COMPUTER SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,283.59
PO3W-230000001465	AMAZON CAPITAL SERVICES, INC.	83.11
PO3W-230000001467	AMAZON CAPITAL SERVICES, INC.	63.17
PO3W-230000001469	MAPS.COM LLC	261.48
PO3W-230000001470	CLARK SUPPLIES, LLC	149.66
PO3W-230000001473	NJP SPORTS INC	288.86
PO3W-230000001474	BSN SPORTS BENCH FOR ATHLETIC FIELDS - HOOVER HIGH SCHOOL	1,795.48
PO3W-230000001475	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - GLENOAKS ELEMENTARY SCHOOL	3,357.12
PO3W-230000001477	BURBANK PRINTING	37.49
PO3W-230000001481	4WALL ENTERTAINMENT AUDITORIUM EQUIPMENT - GLENDALE HIGH SCHOOL	3,370.48
PO3W-230000001484	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - JEFFERSON ELEMENTARY SCHOOL	2,684.59
PO3W-230000001487	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO OFFICE FURNITURE - BALBOA ELEMENTARY SCHOOL	1,984.44
PO3W-230000001490	HOUGHTON MIFFLIN HARCOURT	668.53
PO3W-230000001496	CDW GOVERNMENT	425.60
PO3W-230000001499	VIRCO INC. SCHOOL FURNITURE - ROOSEVELT MIDDLE SCHOOL	6,398.03
PO3W-230000001500	ACCO BRANDS USA LLC. OFFICE EQUIPMENT & MAINTENANCE AGREEMENT - LA CRESCENTA ELEMENTARY SCHOOL	1,075.17
PO3W-230000001504	CROWN AWARDS	482.29
PO3W-230000001509	MPS-ATTN: HIGH SCHOOL ORDER ENTRY	779.46

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001510	WOODBURN PRESS INSTRUCTIONAL MATERIALS & SUPPLIES - MOUNTAIN AVENUE ELEMENTARY SCHOOL	1,230.66
PO3W-230000001511	AMAZON CAPITAL SERVICES, INC.	173.09
PO3W-230000001512	NIPPON SHOSEKI HANBAI, INC.	417.01
PO3W-230000001513	NIPPON SHOSEKI HANBAI, INC. BLANKET PURCHASE ORDER FOR JAPANESE DUAL LANGUAGE IMMERSION BOOKS - ROSEMONT MIDDLE SCHOOL	4,265.35
PO3W-230000001524	COMPLETE BUSINESS SYSTEMS OFFICE SUPPLIES - TOLL MIDDLE SCHOOL	1,181.40
PO3W-230000001525	AMAZON CAPITAL SERVICES, INC.	550.71
PO3W-230000001529	AMAZON CAPITAL SERVICES, INC.	118.66
PO3W-230000001530	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,141.75
PO3W-230000001531	B & H PHOTO VIDEO	115.67
PO3W-230000001536	AMAZON CAPITAL SERVICES, INC.	556.21
PO3W-230000001537	AMAZON CAPITAL SERVICES, INC.	831.73
PO3W-230000001539	ERGODIRECT INC	580.47
PO3W-230000001544	SCHOOL MATE INSTRUCTIONAL MATERIALS & SUPPLIES - DUNSMORE ELEMENTARY SCHOOL	1,719.90
PO3W-230000001545	SCHOOL MATE INSTRUCTIONAL MATERIALS & SUPPLIES - GLENOAKS ELEMENTARY SCHOOL	1,369.86
PO3W-230000001546	NASCO EDUCATION LLC	843.02
PO3W-230000001549	INDIGENOUS PEOPLES MEDIA LLC	77.15
PO3W-230000001550	GOPHER	117.24
PO3W-230000001551	MONOPRICE INC.	34.55
PO3W-230000001552	SCHOOL OUTFITTERS	432.67
PO3W-230000001559	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	237.93
PO3W-230000001564	DIGI-KEY CORP DBA DIGI-KEY ELECTRONICS INSTRUCTIONAL MATERIALS - CLARK MAGNET HIGH SCHOOL	3,103.76
PO3W-230000001565	THE HOME DEPOT PRO (SUPPLYWORKS)	149.78
PO3W-230000001566	ULINE SHIPPING SUPPLY OUTSIDE MATS - EDISON ELEMENTARY SCHOOL	4,200.53
PO3W-230000001567	THE HOME DEPOT PRO (SUPPLYWORKS)	422.64
PO3W-230000001569	THE PATON GROUP INSTRUCTIONAL MATERIALS & SUPPLIES - CLARK MAGNET HIGH SCHOOL	10,501.32



PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001570	CDW GOVERNMENT	691.60
PO3W-230000001572	SCHOOL SPECIALTY FREY SCIENTIFIC	203.30
PO3W-230000001576	AMAZON CAPITAL SERVICES, INC.	182.97
PO3W-230000001578	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - GLENDALE HIGH SCHOOL	1,232.36
PO3W-230000001586	MIRAVIA	693.75
PO3W-230000001595	MOODIE, PINCU & ASSOCIATES, INC AUDITORIUM STAGE LIGHTING EQUIPMENT - GLENDALE HIGH SCHOOL	35,378.63
PO3W-230000001596	ACCUCUT, LLC CLASSROOM EQUIPMENT - LA CRESCENTA ELEMENTARY SCHOOL	1,455.31
PO3W-230000001603	CDW GOVERNMENT AUDIOVISUAL EQUIPMENT - TOLL MIDDLE SCHOOL	7,276.50
PO3W-230000001607	CLEAN SWEEP SUPPLY CO INC WAREHOUSE STOCKS - PROCUREMENT & CONTRACT SERVICES	10,576.06
PO3W-230000001609	APPLE COMPUTER COMPUTER EQUIPMENT - EDUCATIONAL SERVICES	1,422.52
PO3W-230000001611	IPEVO INC.	281.47
PO3W-230000001617	AMAZON CAPITAL SERVICES, INC.	43.00
PO3W-230000001618	BURBANK PRINTING	646.07
PO3W-230000001620	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	248.17
PO3W-230000001621	THE HOME DEPOT PRO (SUPPLYWORKS)	512.26
PO3W-230000001622	APPLE COMPUTER	274.52
PO3W-230000001623	THE HOME DEPOT PRO (SUPPLYWORKS) CUSTODIAL SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	1,938.87
PO3W-230000001628	SCHOOL SPECIALTY LLC CLASSROOM EQUIPMENT - ROOSEVELT MIDDLE SCHOOL - EQUITY, ACCESS & FAMILY ENGAGEMENT	2,608.26
PO3W-230000001630	ULINE SHIPPING SUPPLY	520.57
PO3W-230000001632	AREY JONES EDUCATIONAL SOLUTIONS COMPUTER EQUIPMENT - CLARK MAGNET HIGH SCHOOL	15,549.55
PO3W-230000001634	AMAZON CAPITAL SERVICES, INC.	308.68
PO3W-230000001635	MAINTEX	240.89
PO3W-230000001639	MAINTEX	323.84
PO3W-230000001640	CENTRAL SANITARY SUPPLY, LLC (RANCHO JANITORIAL)	718.74
PO3W-230000001645	SCHOOL SPECIALTY LLC CLASSROOM FURNITURE - WILSON MIDDLE SCHOOL	2,708.23
PO3W-230000001647	BURBANK PRINTING	95.92

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001649	QUILL CORPORATION	60.63
PO3W-230000001651	AMAZON CAPITAL SERVICES, INC.	142.22
PO3W-230000001658	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO WAREHOUSE STOCK - PROCUREMENT & CONTRACT SERVICES	38,423.89
PO3W-230000001659	AMAZON CAPITAL SERVICES, INC.	96.08
PO3W-230000001661	LEXLAND ENTERTAINMENT	410.91
PO3W-230000001669	SCHOOL DATEBOOKS, INC INSTRUCTIONAL MATERIALS & SUPPLIES - R.D. WHITE ELEMENTARY SCHOOL	3,567.95
PO3W-230000001671	THE PATON GROUP PRINTING EQUIPMENT - CLARK MAGNET HIGH SCHOOL	10,883.13
PO3W-230000001673	THE PATON GROUP PRINTING EQUIPMENT - CLARK MAGNET HIGH SCHOOL	9,780.63
PO3W-230000001676	THE PATON GROUP PRINTING EQUIPMENT & SUPPLIES - CLARK MAGNET HIGH SCHOOL	18,351.96
PO3W-230000001677	AMAZON CAPITAL SERVICES, INC.	131.57
PO3W-230000001680	SCHOOL HEALTH CORP.	258.54
PO3W-230000001681	ACADEMIC CAP & GOWN GRADUATION SUPPLIES - ROOSEVELT MIDDLE SCHOOL	1,769.51
PO3W-230000001682	GARNER HOLT EDUCATION THROUGH IMAGINATION, LLC INSTRUCTIONAL MATERIALS - ROOSEVELT MIDDLE SCHOOL	9,158.98
PO3W-230000001683	GARNER HOLT EDUCATION THROUGH IMAGINATION, LLC CLASSROOM EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	3,130.51
PO3W-230000001687	CDW GOVERNMENT	372.27
PO3W-230000001689	SIRAMARK INC DBA ABRIL BOOKSTORE ARMENIAN TEXTBOOKS - CLARK MAGNET HIGH SCHOOL	7,036.26
PO3W-230000001690	B & H PHOTO VIDEO	305.75
PO3W-230000001691	BURBANK PRINTING	48.51
PO3W-230000001695	IPEVO INC	810.72
PO3W-230000001699	AMAZON CAPITAL SERVICES, INC.	252.00
PO3W-230000001708	DICK BLICK ART MATERIALS INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	1,647.83
PO3W-230000001710	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - R.D. WHITE ELEMENTARY SCHOOL	1,776.03
PO3W-230000001711	DECKER EQUIPMENT/SCHOOL FIX	68.41

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001713	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	137.58
PO3W-230000001714	AMAZON CAPITAL SERVICES, INC.	417.85
PO3W-230000001720	CDW GOVERNMENT AUDIOVISUAL EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	16,361.11
PO3W-230000001721	CDW GOVERNMENT AUDIOVISUAL EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	7,259.96
TOTAL		814,005.46

CONTINUING EDUCATION - RESTRICTED

PO1-230000003175	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA BOOST CONFERENCE REGISTRATION - CONFERENCE EXPENSES - CHILD DEVELOPMENT & CHILD CARE	423.75
PO3W-230000001480	AMAZON CAPITAL SERVICES, INC.	363.82
PO3W-230000001491	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	212.77
PO3W-230000001533	S & S WORLDWIDE	192.93
TOTAL		1,193.27

FEDERAL RESTRICTED RESOURCES

PO1-230000003130	ALEXANDRA ISAAC REIMBURSEMENT OF COLLEGE COURSE FEES - EQUITY, ACCESS & FAMILY ENGAGEMENT	4,880.00
PO1-230000003133	COLLABORATIVE LEARNING SOLUTIONS, LLC CONDUCT RESEARCH AND PROVIDE APPRECIATIVE INQUIRY PACKAGE - SPECIAL EDUCATION	23,000.00
PO1-230000003139	MARINE AVAGYAN CONSULTANT TO ENGAGE STAFF & STUDENTS FOR CHAMLIAN STUDENT HANDBOOK - EQUITY, ACCESS & FAMILY ENGAGEMENT	3,000.00
PO1-230000003143	RUBINA HAROUTONIAN	292.50
PO1-230000003191	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	4,000.00
PO1-230000003204	REFUGEE FORUM OF LOS ANGELES	100.00
PO1-230000003237	OUTREACH CONCERN, INC AGREEMENT TO PROVIDE COUNSELING TO STUDENT AT PARISH PRIVATE - EQUITY, ACCESS & FAMILY ENGAGEMENT	5,013.00

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003254	AMERICAN EXPRESS CPS FAIRMONT HOTEL SAN FRANCISCO - CONFERENCE EXPENSES - GLENDAL HIGH SCHOOL	5,405.36
PO1-230000003262	ANSLEY SPROULL AGREEMENT TO PROVIDE ASSEMBLIES FOR CHAMLIAN PRIVATE SCHOOL - EQUITY, ACCESS & FAMILY ENGAGEMENT	2,285.00
PO1-230000003291	BOUND TO STAY BOUND BOOKS,INC. BLANKET PURCHASE ORDER FOR LIBRARY BOOKS - MONTE VISTA ELEMENTARY SCHOOL	3,000.00
PO1-230000003293	SCHOLASTIC MAGAZINES	53.90
PO1-230000003302	SOWN TO GROW, INC. INSTRUCTIONAL SOFTWARE LICENSE - HOOVER HIGH SCHOOL	3,000.00
PO1-230000003307	KRYTERION, INC	265.00
PO1-230000003330	AMERICAN EXPRESS CPS NEWEGG - CLASSROOM EQUIPMENT - CLARK MAGNET HIGH SCHOOL	384.77
PO1-230000003343	BARNES & NOBLE BLANKET PURCHASE ORDER FOR VARIOUS BOOKS - ROOSEVELT MIDDLE SCHOOL	5,000.00
PO1-230000003355	FIRST STUDENT TRANSPORTATION SERVICES - ROOSEVELT MIDDLE SCHOOL	1,110.00
PO1-230000003358	DISNEYLAND RESORT EDUCATION WORKSHOP - ROOSEVELT MIDDLE SCHOOL	7,120.00
PO1-230000003369	VITAL HEALTHCARE, INC MEDICAL STAFFING AND NURSING SERVICES - BUSINESS SERVICES	2,400,000.00
PO1-230000003392	AMERICAN EXPRESS CPS ASILOMAR PACIFIC GROVE - CONFERENCE EXPENSES - HOOVER HIGH SCHOOL	949.88
PO1-230000003400	EXCEL PRINTING USA, INC. PRINTING & REPRODUCTION - KEPPEL ELEMENTARY SCHOOL	1,084.86
PO1-230000003403	FOLLETT CONTENT SOLUTIONS, LLC	300.00
PO1-230000003412	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - VERDUGO ACADEMY	4,000.00
PO1-230000003413	CALIFORNIA CONTINUATION EDUC ASSOC PLUS CONFERENCE EXPENSES - DAILY HIGH SCHOOL	2,971.00

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001468	AMAZON CAPITAL SERVICES, INC.	251.34
PO3W-230000001479	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - BALBOA ELEMENTARY SCHOOL	6,697.69
PO3W-230000001485	CDW GOVERNMENT AUDIOVISUAL EQUIPMENT - BALBOA ELEMENTARY SCHOOL	2,165.31
PO3W-230000001495	AMAZON CAPITAL SERVICES, INC.	301.20
PO3W-230000001508	CDW GOVERNMENT COMPUTER SUPPLIES - ROOSEVELT MIDDLE SCHOOL	4,134.38
PO3W-230000001522	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - ROOSEVELT MIDDLE SCHOOL	6,790.30
PO3W-230000001534	AMAZON CAPITAL SERVICES, INC.	231.18
PO3W-230000001543	SUPER DUPER PUBLICATIONS	148.72
PO3W-230000001547	B & H PHOTO VIDEO	295.23
PO3W-230000001556	NCS PEARSON INC.	613.80
PO3W-230000001568	CDW GOVERNMENT	214.99
PO3W-230000001582	DEMCO	421.45
PO3W-230000001587	AMAZON CAPITAL SERVICES, INC.	496.09
PO3W-230000001589	CDW GOVERNMENT PRINTING EQUIPMENT - CLARK MAGNET HIGH SCHOOL	2,814.68
PO3W-230000001590	AMAZON CAPITAL SERVICES, INC.	575.01
PO3W-230000001591	AMAZON CAPITAL SERVICES, INC.	183.43
PO3W-230000001592	AMAZON CAPITAL SERVICES, INC.	314.53
PO3W-230000001597	WIPEBOOK CORPORATION	857.29
PO3W-230000001598	CDW GOVERNMENT	541.33
PO3W-230000001605	AMAZON CAPITAL SERVICES, INC.	287.42
PO3W-230000001606	IPEVO INC. AUDIOVISUAL EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	1,175.05
PO3W-230000001612	IPEVO INC. AUDIO/VISUAL EQUIPMENT - BALBOA ELEMENTARY SCHOOL	1,561.86
PO3W-230000001619	AREY JONES EDUCATIONAL SOLUTIONS OFFICE EQUIPMENT - VERDUGO ACADEMY	1,798.00
PO3W-230000001625	AMAZON CAPITAL SERVICES, INC.	211.56
PO3W-230000001636	CDW GOVERNMENT COMPUTER EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	1,270.08
PO3W-230000001637	CDW GOVERNMENT COMPUTER EQUIPMENT - VERDUGO ACADEMY	1,138.53
PO3W-230000001646	CDW GOVERNMENT COMPUTER EQUIPMENT - VERDUGO ACADEMY	1,523.60

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001648	DICK BLICK ART MATERIALS	336.26
PO3W-230000001650	DEMCO	132.84
PO3W-230000001653	SCHOOL SPECIALTY LLC INSTRUCTIONAL MATERIALS & SUPPLIES - ROOSEVELT MIDDLE SCHOOL	1,840.38
PO3W-230000001662	AREY JONES EDUCATIONAL SOLUTIONS	834.48
PO3W-230000001663	MAKERBOT INDUSTRIES LLC	661.50
PO3W-230000001666	MHS, INC	622.50
PO3W-230000001667	CDW GOVERNMENT COMPUTER SUPPLIES - KEPPEL ELEMENTARY SCHOOL	2,425.50
PO3W-230000001678	AMAZON CAPITAL SERVICES, INC.	495.44
PO3W-230000001684	SERVERSUPPLY.COM, INC. COMPUTER EQUIPMENT - CLARK MAGNET HIGH SCHOOL	7,790.05
PO3W-230000001693	DEMCO	246.78
PO3W-230000001694	AREY JONES EDUCATIONAL SOLUTIONS COMPUTER EQUIPMENT - CLARK MAGNET HIGH SCHOOL	3,455.46
PO3W-230000001700	JONES SCHOOL SUPPLY INSTRUCTIONAL MATERIALS & SUPPLIES - TOLL MIDDLE SCHOOL	1,094.88
PO3W-230000001704	CDW GOVERNMENT AUDIOVISUAL EQUIPMENT FOR CHAMLIAN ARMENIAN SCHOOL - EQUITY, ACCESS & FAMILY ENGAGEMENT	1,427.77
PO3W-230000001705	AREY JONES EDUCATIONAL SOLUTIONS COMPUTER EQUIPMENT - ROOSEVELT MIDDLE SCHOOL	47,153.38
PO3W-230000001716	LAKESHORE LEARNING	575.01
PO3W-230000001718	AMAZON CAPITAL SERVICES, INC.	173.43
PO3W-230000001719	SPINITAR	354.68
	TOTAL	2,583,849.66

STATE RESTRICTED RESOURCES

PO1-230000003099	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	1,000.00
PO1-230000003107	CARE YOUTH CORPORATION PROVIDE SERVICES RELATED TO STUDENTS WITH SPECIAL NEEDS - SPECIAL EDUCATION	95,000.00



PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003110	AMAZON CAPITAL SERVICES, INC. BOOKS - SECONDARY SERVICES	1,810.77
PO1-230000003115	BURBANK UNIFIED SCHOOL DISTRICT EXCESS COST FOR GLENDALE STUDENTS ATTENDING OTHER DISTRICT - SPECIAL EDUCATION	126,394.15
PO1-230000003117	AMERICAN EXPRESS CPS INDUSTRIAL WEBBING - OFFICE SUPPLIES - COLLEGE VIEW SCHOOL	116.98
PO1-230000003118	AUTISM SPECTRUM THERAPIES AGREEMENT TO PROVIDE SERVICES RELATED TO SPECIAL EDUCATION STUDENTS - SPECIAL EDUCATION	156,000.00
PO1-230000003122	UPS	41.25
PO1-230000003124	ECHO CENTER PROVIDE SERVICES RELATED TO SPECIAL EDUCATION STUDENTS - SPECIAL EDUCATION	16,000.00
PO1-230000003134	FOLLETT SCHOOL SOLUTIONS, INC. BLANKET PURCHASE ORDER FOR LIBRARY BOOKS - MONTE VISTA ELEMENTARY SCHOOL	1,000.00
PO1-230000003135	A TREE OF KNOWLEDGE EDUCATIONAL SERVICES PROVIDING ONLINE TUTORING SERVICES IN MATH AND ELD - VALLEY VIEW ELEMENTARY SCHOOL	27,200.00
PO1-230000003137	PRIDE LEARNING COMPANY AGREEMENT TO PROVIDE TUTORING SERVICES TO SPECIAL EDUCATION STUDENTS - SPECIAL EDUCATION	14,900.00
PO1-230000003146	BURBANK UNIFIED SCHOOL DISTRICT EXCESS COST FOR GLENDALE STUDENTS ATTENDING OTHER DISTRICT - SPECIAL EDUCATION	45,152.02
PO1-230000003149	SWUN MATH, LLC BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL	5,170.96
PO1-230000003150	SWUN MATH, LLC BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL	5,170.96
PO1-230000003151	SWUN MATH, LLC BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL	5,647.77

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003153	SMART & FINAL IRIS COMPANY	500.00
PO1-230000003163	CITY OF LOS ANGELES, LOS ANGELES ZOO DEPARTMENT	292.17
PO1-230000003164	CERTIFIED WHOLESALE ELECTRIC	107.79
PO1-230000003165	BURBANK UNIFIED SCHOOL DISTRICT EXCESS COST FOR GLENDALE STUDENTS ATTENDING OTHER DISTRICT - SPECIAL EDUCATION	184,145.40
PO1-230000003166	AMERICAN RED CROSS RED CROSS CERTIFICATIONS FOR STUDENTS - SECONDARY SERVICES	3,286.00
PO1-230000003172	VANAMAN GERMAN LLP PROFESSIONAL SERVICES - SPECIAL EDUCATION	10,000.00
PO1-230000003174	APPLIED EDUCATIONAL SYSTEMS	408.33
PO1-230000003177	THE SOUTHERN CA LEARNING CORP. AGREEMENT TO PROVIDE ONLINE/IN PERSON TUTORING SERVICES - EQUITY, ACCESS & FAMILY ENGAGEMENT	14,800.00
PO1-230000003186	AMAZON CAPITAL SERVICES, INC.	700.00
PO1-230000003195	IXL	625.00
PO1-230000003200	WESTED ONLINE SURVEY & REPORT SERVICES - STUDENT SUPPORT SERVICES	3,766.80
PO1-230000003211	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	397.85
PO1-230000003214	TEACHER SYNERGY, LLC ONLINE SUBSCRIPTION - COLLEGE VIEW SCHOOL	4,110.00
PO1-230000003215	JOURNEYED.COM INC	140.00
PO1-230000003216	BEATRICE BRAUN SERVICE AGREEMENT TO PROVIDE AUDITORY PROCESSING EVALUATIONS - SPECIAL EDUCATION	20,000.00
PO1-230000003226	STUDENT TELEVISION NETWORK, INC. CONFERENCE REGISTRATION FOR COMPETITION - CLARK MAGNET HIGH SCHOOL	6,250.00
PO1-230000003228	AMERICAN EXPRESS CPS	885.00
PO1-230000003230	LANDSCAPE STRUCTURES INC.	275.63
PO1-230000003231	IBOOKPARK INC BLANKET PURCHASE ORDER FOR BOOKS - MONTE VISTA ELEMENTARY SCHOOL	4,900.00
PO1-230000003232	UNDERWOOD FAMILY FARMS	352.00
PO1-230000003235	THE STEPPING STONES GROUP LLC AGREEMENT FOR SERVICES RELATED TO STUDENTS WITH SPECIALNEEDS - SPECIAL EDUCATION	200,000.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003238	PARKER-ANDERSON LEARNING CENTER AGREEMENT TO PROVIDE ROBOT BUILDING WORKSHOPS - MARSHALL ELEMENTARY SCHOOL	12,825.00
PO1-230000003239	PACIFIC NW ASSOCIATION FOR COLLEGE ADMISSION COUNSELING REGISTRATION FOR WACAC SUPER CONFERENCE FOR COUNSELORS - GLENDALE HIGH SCHOOL	1,200.00
PO1-230000003241	AMERICAN EXPRESS CPS	99.00
PO1-230000003242	AMERICAN EXPRESS CPS SOUTHWEST AIRLINES - CONFERENCE EXPENSES - SECONDARY SERVICES	2,195.84
PO1-230000003244	AMERICAN EXPRESS CPS HORSESHOE HOTEL - LAS VEGAS - CONFERENCE EXPENSES - SECONDARY SERVICES	440.50
PO1-230000003245	AMERICAN EXPRESS CPS RENAISSANCE RESORT AND SPA - CONFERENCE EXPENSES - TEACHING & LEARNING	1,514.20
PO1-230000003256	STOWELL LEARNING CENTERS, INC AGREEMENT TO PROVIDE SERVICES TO STUDENTS IN SPECIAL EDUCATION PROGRAM - SPECIAL EDUCATION	2,500.00
PO1-230000003259	ACHIEVEMENT SCIENCE, INC.	199.00
PO1-230000003261	CQ PRODUCTIONS AGREEMENT TO PROVIDE ASSEMBLY FOR 4TH AND 5TH GRADES - MARSHALL ELEMENTARY SCHOOL	1,375.00
PO1-230000003263	PRISMATIC MAGIC LLC AGREEMENT TO PROVIDE THREE SCHOOL ASSEMBLIES - MARSHALL ELEMENTARY SCHOOL	3,594.00
PO1-230000003276	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - DUNSMORE ELEMENTARY SCHOOL	3,500.00
PO1-230000003294	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	7,000.00
PO1-230000003297	KAHOOT! AS	360.00
PO1-230000003298	DISCOVERY EDUCATION INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL	5,395.00
PO1-230000003313	CREATIVE HAIR TOOLS COSMETOLOGY SUPPLIES - GLENDALE HIGH SCHOOL	11,021.64

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003314	AMERICAN RED CROSS RED CROSS CERTIFICATIONS - HOOVER HIGH SCHOOL	1,640.00
PO1-230000003315	AMERICAN EXPRESS CPS HYATT REGENCY HOTEL - CONFERENCE EXPENSES - SECONDARY SERVICES	897.68
PO1-230000003317	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	2,000.00
PO1-230000003318	AEQUITAS SOLUTION INSTRUCTIONAL SOFTWARE SUPPORT AND SUPPLIES - CLARK MAGNET HIGH SCHOOL	8,562.50
PO1-230000003321	ITHIKA HARBORS INC. SUBSCRIPTION - CRESCENTA VALLEY HIGH SCHOOL	1,560.60
PO1-230000003322	RENAISSANCE LEARNING INC SUBSCRIPTIONS - MANN ELEMENTARY SCHOOL	11,880.00
PO1-230000003339	BAYES ACHIEVEMENT CENTER, INC AGREEMENT TO PROVIDE SERVICES TO STUDENT WITH SPECIAL NEEDS - SPECIAL EDUCATION	16,000.00
PO1-230000003341	AMERICAN EXPRESS CPS DELTA AIRLINES - CONFERENCE EXPENSES - CRESCENTA VALLEY HIGH SCHOOL	1,155.60
PO1-230000003345	LEARNING & THE BRAIN CONFERENCE EXPENSES - CRESCENTA VALLEY HIGH SCHOOL	1,198.00
PO1-230000003353	LAKAYE STUDIO INSTRUCTIONAL SUPPLIES - GLENDAL HIGH SCHOOL	1,320.80
PO1-230000003360	PARKER-ANDERSON LEARNING CENTER AGREEMENT TO PROVIDE AFTER-SCHOOL ENRICHMENT PROGRAMS - MARSHALL ELEMENTARY SCHOOL	18,600.00
PO1-230000003361	BURBANK UNIFIED SCHOOL DIST EXCESS COST FOR AB602 NET ADJUSTMENT - SPECIAL EDUCATION	97,859.00
PO1-230000003362	BURBANK UNIFIED SCHOOL DIST EXCESS COST - HATHAWAY-SYCAMORES FOR 21/22 - SPECIAL EDUCATION	49,923.53
PO1-230000003363	BURBANK UNIFIED SCHOOL DISTRICT EXCESS COST - MENTAL HEALTH ADJUSTMENT FOR 21/22 - SPECIAL EDUCATION	46,859.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003364	LA CANADA UNIFIED SCHOOL DISTRICT EXCESS COST - MENTAL HEALTH ADJUSTMENT FOR 21/22 - SPECIAL EDUCATION	15,523.00
PO1-230000003365	LA CANADA UNIFIED SCHOOL DISTRICT EXCESS COST FOR AB602 NET ADJUSTMENT - SPECIAL EDUCATION	14,556.00
PO1-230000003368	SPEECH AND LANGUAGE PATHOLOGY ASSOCIATES, INC. AGREEMENT TO PROVIDE SERVICES TO SPECIAL EDUCATION STUDENTS - SPECIAL EDUCATION	75,000.00
PO1-230000003371	HOSA-FUTURE HEALTH PROFESSIONALS	40.00
PO1-230000003374	THE SPEECH PATHOLOGY GROUP, INC. AGREEMENT TO PROVIDE SPEECH THERAPY SERVICES - SPECIAL EDUCATION	120,000.00
PO1-230000003375	CERTIFIED WHOLESALE ELECTRIC	342.02
PO1-230000003376	SKILLS USA CALIFORNIA	350.00
PO1-230000003388	AMERICAN EXPRESS CPS HYATT REGENCY LA JOLLA SAN DIEGO - CONFERENCE EXPENSES - TEACHING & LEARNING	606.22
PO1-230000003394	THE BOARD OF TRUSTEES OF THE LELAND STANFORD JUNIOR UNIV.	125.00
PO1-230000003395	BAYES ACHIEVEMENT CENTER, INC	222.18
PO1-230000003399	TEACHER SYNERGY, LLC INSTRUCTIONAL SOFTWARE FOR F.A.C.T.S. PROGRAM - SPECIAL EDUCATION	3,960.00
PO1-230000003404	LA CANADA UNIFIED SCHOOL DISTRICT REIMBURSEMENT EXPENSES - FOOTHILL SELPA	3,704.83
PO1-230000003409	NC3-NATIONAL COALITION O CERTIFICATION CENTERS	790.00
PO1-230000003420	SCHOLASTIC BOOK CLUBS	320.00
PO1-230000003421	SCHOOL SPECIALTY LLC	500.00
PO1-230000003424	INSTITUTE FOR MULTI-SENSORY EDUCATION CONFERENCE EXPENSES - TEACHING & LEARNING	1,500.00
PO1-230000003427	AMERICAN EXPRESS CPS COURTYARD BY MARRIOTT - CONFERENCE EXPENSES - GLENDAL HIGH SCHOOL	147.10
PO1-230000003430	BERKSHIRE PRODUCTION SUPPLY, LLC BLANKET PURCHASE ORDER FOR ROBOTICS SUPPLIES - CLARK MAGNET HIGH SCHOOL	7,000.00
PO1-230000003433	SCHOLASTIC INC	990.00
PO1-230000003436	EXPLORELEARNING LLC INSTRUCTIONAL LICENSES - MANN ELEMENTARY SCHOOL	5,950.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003440	CPI CONFERENCE EXPENSES - FOOTHILL SELPA	4,249.00
PO1-230000003459	DRONE NERDS INC.	467.46
PO1-230000003461	ECONO LAW GROUP, INC. PROFESSIONAL SERVICES - SPECIAL EDUCATION	9,800.00
PO3W-230000001013	ADT MEDEQUIP, INC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	1,077.14
PO3W-230000001302	CROSS THE ROAD ELECTRONICS ENGINEERING SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,322.96
PO3W-230000001380	ACTION WHOLESALE PRODUCTS INC	179.27
PO3W-230000001421	SCHOOL SPECIALTY LLC OFFICE EQUIPMENT - VERDUGO WOODLANDS ELEMENTARY SCHOOL	4,133.07
PO3W-230000001448	AMAZON CAPITAL SERVICES, INC.	39.64
PO3W-230000001466	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	1,895.89
PO3W-230000001471	LAKESHORE LEARNING	479.70
PO3W-230000001472	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO PRINTING MATERIALS - TEACHING & LEARNING	2,868.33
PO3W-230000001480	AMAZON CAPITAL SERVICES, INC.	132.30
PO3W-230000001482	CDW GOVERNMENT	209.02
PO3W-230000001483	MAKERBOT INDUSTRIES LLC	831.84
PO3W-230000001488	B & H PHOTO VIDEO INSTRUCTIONAL SUPPLIES & MATERIAL - VERDUGO WOODLANDS ELEMENTARY SCHOOL	1,020.41
PO3W-230000001494	SONOVA USA INC	79.41
PO3W-230000001498	BSN SPORTS GYM EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	25,158.19
PO3W-230000001520	MSC INDUSTRIAL SUPPLY CO INC	838.22
PO3W-230000001526	GLOBAL EQUIPMENT COMPANY INC PARTITION PANELS - HOOVER HIGH SCHOOL	1,288.42
PO3W-230000001527	VIRCO INC.	835.17
PO3W-230000001532	ROCKLER WOODWORKING & HARDWARE INSTRUCTIONAL MATERIALS - CRESCENTA VALLEY HIGH SCHOOL	2,161.14
PO3W-230000001548	GOPHER	314.50



PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001558	B & H PHOTO VIDEO	236.03
PO3W-230000001560	GRAINGER CLASSROOM EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	1,134.56
PO3W-230000001563	WOLF PRODUCTS, INC	350.32
PO3W-230000001571	SONOVA USA INC SPECIAL EDUCATIO EQUIPMENT - FOOTHILL SELPA	3,314.16
PO3W-230000001579	AMAZON CAPITAL SERVICES, INC.	87.83
PO3W-230000001583	THINKING MAPS, INC. INSTRUCTIONAL MATERIALS - VERDUGO WOODLANDS ELEMENTARY SCHOOL	10,956.11
PO3W-230000001588	APPLE COMPUTER COMPUTER EQUIPMENT - GLENOAKS ELEMENTARY SCHOOL	7,212.95
PO3W-230000001601	UNIVERSAL MEDICAL, INC CLASSROOM EQUIPMENT - DAILY HIGH SCHOOL	1,262.37
PO3W-230000001610	VENTRIS LEARNING LLC	99.23
PO3W-230000001614	LAKESHORE LEARNING	719.55
PO3W-230000001615	CDW GOVERNMENT COMPUTER EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	1,029.33
PO3W-230000001624	SONOVA USA INC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	1,832.46
PO3W-230000001626	SONOVA USA INC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	3,260.18
PO3W-230000001627	SONOVA USA INC	909.98
PO3W-230000001629	SONOVA USA INC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	1,772.92
PO3W-230000001631	WRS GROUP LTD	630.80
PO3W-230000001641	MAXI AIDS	315.32
PO3W-230000001642	MAXI AIDS	198.21
PO3W-230000001652	CN SCHOOL AND OFFICE SOLUTIONS, INC. FURNITURE FOR WELLNESS CENTER - GLENDALÉ HIGH SCHOOL	10,067.08
PO3W-230000001668	LAGUNA CLAY CO	640.36
PO3W-230000001672	AMAZON CAPITAL SERVICES, INC:	355.07
PO3W-230000001679	STRATOSTAR SYSTEMS LLC INSTRUCTIONAL EQUIPMENT - CLARK MAGNET HIGH SCHOOL	10,723.77

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001685	PLAYPOWER LT FARMINGTON, INC. SPECIAL EDUCATION EQUIPMENT FOR COLLEGE VIEW - SPECIAL EDUCATION	3,161.13
PO3W-230000001686	YEGI BEAUTY, INC COSMETOLOGY SUPPLIES - GLENDALE HIGH SCHOOL	6,892.70
PO3W-230000001692	WEST MUSIC INSTRUCTIONAL MATERIALS & SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	1,223.54
PO3W-230000001709	CDW GOVERNMENT ID CARD PRINTER FOR FACTS PROGRAM - SPECIAL EDUCATION	1,585.83
	TOTAL	1,650,201.94
LOCAL RESTRICTED RESOURCES		
PO1-230000003097	FIRST STUDENT TRANSPORTATION SERVICES - DUNSMORE ELEMENTARY SCHOOL	1,331.52
PO1-230000003098	FIRST STUDENT TRANSPORTATION SERVICES - DUNSMORE ELEMENTARY SCHOOL	1,029.19
PO1-230000003100	AMAZON CAPITAL SERVICES, INC.	250.00
PO1-230000003101	ANIXTER INC. SECURITY CAMERA AT CLARK MAGNET HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	2,030.81
PO1-230000003102	EWING IRRIGATION PRODUCTS	472.13
PO1-230000003106	GLENDAL BUILDER'S SUPPLIES	43.00
PO1-230000003108	AMY KATHLEEN GRAHAM PROVIDE A 3-HOUR ONLINE TRAINING FOR GUSD EMPLOYEES - SPECIAL EDUCATION	2,000.00
PO1-230000003113	BORREGO SOLAR SYSTEMS, INC.	823.46
PO1-230000003123	PRISMATIC MAGIC LLC SERVICE AGREEMENT TO PROVIDE SCIENCE ASSEMBLY AT MUIR ELEMENTARY SCHOOL	1,049.00
PO1-230000003126	DECKER EQUIPMENT/SCHOOL FIX	636.37
PO1-230000003127	OOWTI INC. AGREEMENT TO PROVIDE SCIENCE ASSEMBLY - SPECIAL EDUCATION	1,184.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003128	THE HOME DEPOT PRO (SUPPLYWORKS)	142.18
PO1-230000003136	YUKARI TOKUMARU	250.00
PO1-230000003148	LEONIS ADOBE MUSEUM FIELD TRIP - FREMONT ELEMENTARY SCHOOL	1,094.00
PO1-230000003154	AMAZON CAPITAL SERVICES, INC.	132.24
PO1-230000003158	KOREAN AMERICAN EDUCATION FOUNDATION, INC	573.30
PO1-230000003171	SHIRAZ RENTALS RENTALS - KEPPEL ELEMENTARY SCHOOL	1,650.00
PO1-230000003175	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA BOOST CONFERENCE - CONFERENCE EXPENSES - CHILD DEVELOPMENT & CHILD CARE	423.75
PO1-230000003176	PROFESSIONAL TURF SPECIALTIES INC INSTALL TURF AT CRESCENTA VALLEY HIGH SCHOOL SOFTBALL FIELD - FACILITY & SUPPORT OPERATIONS	4,450.00
PO1-230000003179	A RENTAL CONNECTION	598.92
PO1-230000003188	DEWEY SERVICES INC.	600.00
PO1-230000003199	STUDENT TELEVISION NETWORK, INC.	200.00
PO1-230000003205	KRISTINE S HUNTER GEORGE J SALLUSTIO	624.26
PO1-230000003207	DISCOVERY SCIENCE CENTER OF LOS ANGELES	150.00
PO1-230000003208	COPY NETWORK	495.02
PO1-230000003212	NCS PEARSON INC.	700.00
PO1-230000003217	MHS, INC INSTRUCTIONAL MATERIALS - SPECIAL EDUCATION	1,874.26
PO1-230000003223	GENE MOON	500.00
PO1-230000003224	AAA CAMPS, LP FIELD TRIP - BALBOA ELEMENTARY SCHOOL	2,068.00
PO1-230000003225	GIBBS BROS ELECTRIC COMPANY INC REPAIR SUPPLIES AND MATERIALS - FACILITY & SUPPORT OPERATIONS	3,825.20
PO1-230000003227	FIRST STUDENT TRANSPORTATION SERVICES - MONTE VISTA ELEMENTARY SCHOOL	1,047.88
PO1-230000003229	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	3,000.00
PO1-230000003233	AMAZON CAPITAL SERVICES, INC.	302.06
PO1-230000003249	NCS PEARSON INC.	169.50
PO1-230000003250	ALEJANDRO MONTOYA FORMATIVE PRESENTATION AT SCIENCE ASSEMBLY - MUIR ELEMENTARY SCHOOL	1,000.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003253	LA CRESCENTA HAN KOOK MARKET	90.00
PO1-230000003265	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	3,000.00
PO1-230000003266	POWERHOUSE COMBUSTION & MECHANICAL CORP. EMERGENCY REPAIR & SERVICES AT GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	1,170.00
PO1-230000003268	GARCIA'S FENCE CORP. INSTALL CHAIN LINK FENCE - HOOVER HIGH SCHOOL	6,878.00
PO1-230000003269	DECKER EQUIPMENT/SCHOOL FIX	196.34
PO1-230000003272	AMERICAN EXPRESS CPS	833.79
PO1-230000003275	EWING IRRIGATION PRODUCTS	352.24
PO1-230000003278	RUSSELL SIGLER INC REPAIR EQUIPMENT - HVAC - FACILITY & SUPPORT OPERATIONS	4,301.96
PO1-230000003281	AMERICAN EXPRESS CPS ROBOT SHOP - ROBOTIC SUPPLIES - CLARK MAGNET HIGH SCHOOL	150.93
PO1-230000003282	ZACKARY FALK DANCE COACH, BOE 2/21/2023 - GLENDALE HIGH SCHOOL	6,080.00
PO1-230000003283	PAUL SHERMAN	500.00
PO1-230000003284	HENRY SHIN	500.00
PO1-230000003311	GLENDALE BUILDER'S SUPPLIES	64.10
PO1-230000003312	EWING IRRIGATION PRODUCTS	605.34
PO1-230000003319	ACADEMIC HALLMARKS	100.00
PO1-230000003326	MICHAEL HYATT & COMPANY, LLC	692.63
PO1-230000003327	CLEAN HARBORS ENVIRONMENTAL SERVICES INC CLEAN HARBORS ENVIRONMENTAL SERVICES, INC - FACILITY & SUPPORT OPERATIONS	47,330.00
PO1-230000003328	MONTGOMERY HARDWARE COMPANY PERMANENT CONSTRUCTION - DOOR AT LA CRESCENTA ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	3,273.91
PO1-230000003334	FIRST STUDENT	571.21
PO1-230000003342	FIRST STUDENT  BUS TRANSPORTATION - MONTE VISTA ELEMENTARY SCHOOL	1,984.08
PO1-230000003344	ALL AMERICAN TROPHY AND ENGRAVING CO MEDALS FOR ADELANTE LATINOS - BUSINESS SERVICES	2,756.25
PO1-230000003347	AMAZON CAPITAL SERVICES, INC.	500.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003349	KICK ASSOCIATES	988.94
PO1-230000003352	MARK SCHMIDT PIANO SERVICE	275.00
PO1-230000003357	LIBRAIRIE CUFAY BLANKET PURCHASE ORDER FOR FRENCH INSTRUCTIONAL SUPPLIES - STUDENT SUPPORT & SERVICES	2,000.00
PO1-230000003378	STUMBAUGH & ASSOCIATES, INC.	281.14
PO1-230000003380	LOS ANGELES COUNTY PUBLIC HEALTH	340.00
PO1-230000003381	QUALITY WINDOW BLINDS	674.73
PO1-230000003387	STUMBAUGH & ASSOCIATES, INC.	99.22
PO1-230000003390	PLUMBING AND INDUSTRIAL SUPPLY PLUMBING EQUIPMENT AT CRESCENTA VALLEY HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	3,172.44
PO1-230000003410	GERALD R WALKER	110.00
PO1-230000003411	TOTAL GRAPHICS STAFF APPAREL - VALLEY VIEW ELEMENTARY SCHOOL	1,207.24
PO1-230000003418	FERGUSON ENTERPRISES INC.#1350 PLUMBING EQUIPMENT AT TOLL MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	10,662.37
PO1-230000003442	GMS ELEVATOR SERVICES, INC MONTHLY ROUTINE ELEVATOR SERVICES - FACILITY & SUPPORT OPERATIONS	11,714.00
PO1-230000003443	GMS ELEVATOR SERVICES, INC MONTHLY ROUTINE ELEVATOR SERVICES - FACILITY & SUPPORT OPERATIONS	8,125.00
PO1-230000003444	GMS ELEVATOR SERVICES, INC MONTHLY ROUTINE ELEVATOR SERVICES - FACILITY & SUPPORT OPERATIONS	5,678.00
PO1-230000003445	GMS ELEVATOR SERVICES, INC ELEVATOR REPAIRS & SERVICES AT ADMINISTRATION BUILDING - FACILITY & SUPPORT OPERATIONS	6,735.00
PO1-230000003446	GMS ELEVATOR SERVICES, INC	900.00
PO1-230000003448	GMS ELEVATOR SERVICES, INC	360.00
PO1-230000003449	GMS ELEVATOR SERVICES, INC ELEVATOR REPAIRS & SERVICES AT FRANKLIN ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	1,460.00
PO1-230000003450	GMS ELEVATOR SERVICES, INC	512.00
PO1-230000003452	GMS ELEVATOR SERVICES, INC ELEVATOR REPAIRS & SERVICES AT GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	1,260.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003453	GMS ELEVATOR SERVICES, INC ELEVATOR REPAIRS AND SERVICES - FACILITY & SUPPORT OPERATIONS	1,080.00
PO1-230000003455	GMS ELEVATOR SERVICES, INC	360.00
PO1-230000003460	PORTOS BAKERY EDIBLE SUPPLIES FOR ADELANTINO EVENTS - BUSINESS SERVICES	1,083.40
PO3W-230000001426	LAKESHORE LEARNING WELLNESS ROOM FURNITURE - GLENOAKS ELEMENTARY SCHOOL	7,865.77
PO3W-230000001480	AMAZON CAPITAL SERVICES, INC.	385.86
PO3W-230000001486	CDW GOVERNMENT	426.67
PO3W-230000001492	VEX ROBOTICS, INC.	252.12
PO3W-230000001497	CDW GOVERNMENT	816.14
PO3W-230000001505	AMAZON CAPITAL SERVICES, INC.	45.63
PO3W-230000001506	CORTELCO, INC. COMMUNICATION EQUIPMENT- FACILITY & SUPPORT OPERATIONS	1,799.09
PO3W-230000001514	AMAZON CAPITAL SERVICES, INC.	127.89
PO3W-230000001517	WESTCOAST PRODUCTS & DESIGN LLC	174.43
PO3W-230000001518	SPORTDECALS, INC.	988.29
PO3W-230000001519	REV ROBOTICS	161.37
PO3W-230000001521	APH FOR THE BLIND	767.34
PO3W-230000001528	GUITAR CENTER STORES, INC.	743.09
PO3W-230000001535	VEX ROBOTICS, INC.	600.39
PO3W-230000001538	AMAZON CAPITAL SERVICES, INC.	484.88
PO3W-230000001540	WESTERN PSYCHOLOGICAL SERVICES	177.07
PO3W-230000001542	WOODBURN PRESS	239.09
PO3W-230000001554	NCS PEARSON INC.	179.71
PO3W-230000001555	NCS PEARSON INC.	292.18
PO3W-230000001557	NCS PEARSON INC.	172.00
PO3W-230000001562	BUSINESS MACHINE SECURITY	439.60
PO3W-230000001573	NCS PEARSON INC.	91.51
PO3W-230000001574	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,250.00
PO3W-230000001581	DISCOUNT SCHOOL SUPPLY	19.21
PO3W-230000001584	VIRCO INC.	250.54
PO3W-230000001585	VIRCO INC.	991.81
PO3W-230000001593	AMAZON CAPITAL SERVICES, INC.	17.62
PO3W-230000001594	STONE THROW GRADUATION EXPENSES - MOUNTAIN AVENUE ELEMENTARY SCHOOL	3,040.00



PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001608	APPLE COMPUTER COMPUTER EQUIPMENT - SPECIAL EDUCATION	1,089.90
PO3W-230000001613	SCHOOL HEALTH CORP. AED MEDICAL EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL	2,137.74
PO3W-230000001643	THE HOME DEPOT PRO (SUPPLYWORKS)	306.70
PO3W-230000001656	PROMOTE MARKETING CONCEPTS, INC.	62.58
PO3W-230000001657	AMAZON CAPITAL SERVICES, INC.	407.73
PO3W-230000001660	PRO-ED	105.84
PO3W-230000001664	VIRCO INC.	224.08
PO3W-230000001665	VIRCO INC.	448.17
PO3W-230000001670	SUPER DUPER PUBLICATIONS	49.50
PO3W-230000001688	PRO-ED	49.30
PO3W-230000001696	KCM MARKETING GROUP, INC	248.06
PO3W-230000001698	DAVID BRODERICK INSTRUCTIONAL MATERIALS - CLARK MAGNET HIGH SCHOOL	1,291.85
PO3W-230000001701	WESTERN PSYCHOLOGICAL SERVICES	177.07
PO3W-230000001702	AMAZON CAPITAL SERVICES, INC. ROBOTICS SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,169.46
	TOTAL	208,296.59
CHILD DEVELOPMENT FUND		
PO1-230000003175	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA BOOST CONFERENCE - CONFERENCE EXPENSES - CHILD DEVELOPMENT & CHILD CARE	847.50
PO3W-230000001480	AMAZON CAPITAL SERVICES, INC.	220.50
PO3W-230000001541	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	109.73
	TOTAL	21,177.73
FOOD SERVICES FUND		
PO1-230000003189	CSNA	55.00
PO1-230000003190	SNA	146.00
PO1-230000003309	PARTS TOWN, LLC	151.52
PO1-230000003324	AMERICAN EXPRESS CPS WEBRESTAURANTSTORE - CAFETERIA SUPPLIES - FOOD SERVICES	695.39
PO1-230000003329	PLUMBING AND INDUSTRIAL SUPPLY REPAIR SERVICES - FOOD SERVICES	1,170.31

PO NUMBER	FOOD SERVICES FUND CONTINUATION) VENDOR	AMOUNT
PO1-230000003332	JOHNSTONE SUPPLY	65.27
PO1-230000003384	THE FRUITGUYS EDIBLE SUPPLIES - FOOD SERVICES	3,375.00
PO3W-230000001476	ULINE SHIPPING SUPPLY HAND TRUCK - FOOD SERVICES	1,063.91
PO3W-230000001516	ARROW RESTAURANT EQUIPMENT CAFETERIA SUPPLIES - FOOD SERVICES	4,862.03
PO3W-230000001577	ARROW RESTAURANT EQUIPMENT UTILITY CARTS - FOOD SERVICES	32,373.81
PO3W-230000001616	BEAR COMMUNICATIONS INC DBA BEARCOM	744.19
	TOTAL	44,702.43
MEASURE S PROJECTS FUND		
PO1-230000003109	EWING IRRIGATION PRODUCTS IRRIGATION PARTS - CLARK MAGNET HIGH SCHOOL	3,541.79
PO1-230000003125	C.A.S.H. CONFERENCE EXPENSES - PLANNING & DEVELOPMENT	1,399.00
PO1-230000003142	tBP/ARCHITECTURE	835.00
PO1-230000003159	19SIX ARCHITECTS ARCHITECTURAL SERVICES - LA CRESCENTA ELEMENTARY SCHOOL	72,900.00
PO1-230000003162	19SIX ARCHITECTS ARCHITECTURAL SERVICES - ROSEMONT MIDDLE SCHOOL	75,000.00
PO1-230000003167	C.A.S.H.	127.00
PO1-230000003196	SIMPLY BACKFLOW TESTING & CERTIFICATION OF NEW FIRE WATER BACKFLOW AT CLARK MAGNET HIGH SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	1,195.00
PO1-230000003246	AMERICAN EXPRESS CPS HOLIDAY INN SACRAMENTO - CONFERENCE EXPENSES - PLANNING, DEVELOPMENT & FACILITIES	439.34
PO1-230000003267	GARCIA'S FENCE CORP. INSTALL CHAIN LINK - DUNSMORE ELEMENTARY SCHOOL	10,739.00
PO1-230000003287	AMS.NET MAINTENANCE AGREEMENT FOR DATA CENTER COOLING - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	22,866.37

PO NUMBER	MEASURE S PROJECTS FUND (CONTINUATION) VENDOR	AMOUNT
PO1-230000003310	EWING IRRIGATION PRODUCTS	531.33
PO1-230000003323	AMS.NET ELECTRONIC EQUIPMENT SUPPLIES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	11,966.05
PO1-230000003325	ACTIVE NETWORK SWIM MEET SOFTWARE - GLENDALE HIGH SCHOOL	1,159.00
PO1-230000003331	NJP SPORTS INC INSTALL WINDSCREEN AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	8,932.60
PO1-230000003428	EWING IRRIGATION PRODUCTS IRRIGATION SUPPLY AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	7,863.15
PO1-230000003429	GARCIA'S FENCE CORP. PROVIDE PARTS AND INSTALL GATE AT MONTE VISTA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	20,991.00
PO3W-230000001675	CDW GOVERNMENT AUDIOVISUAL EQUIPMENT - CLARK MAGNET HIGH SCHOOL	4,344.84
		----- TOTAL 244,830.47
	CAPITAL PROJECTS & IMPROVEMENT FUND	
PO1-230000003304	THE BANK OF NEW YORK CLEAN RENEWAL ENERGY BOND FE - BUSINESS SERVICES	434,602.25
		----- TOTAL 434,602.25
	WORKERS' COMPENSATION FUND	
PO1-230000003316	ALLIANCE OF SCHOOLS FOR 4TH QUARTER INSTALLMENT, 2022-23 WORKERS' COMP PREMIUM - FINANCIAL SERVICES	755,019.00
		----- TOTAL 755,019.06

**LIST OF PO CHANGE ORDERS  
DURING THE PERIOD ENDING MARCH 17, 2023  
CONSENT CALENDAR NO. 5 , APRIL 4, 2023**

Change Order Date	PO Number	Vendor	Reason of Change	Original Amount	Net Increase / Decrease	New Total
2/14/2023	PO1-230000002361	FIRST STUDENT	DECREASED PO TO ALLOCATE FOR DIFFERENT USE	\$10,000.00	(\$6,000.00)	\$4,000.00
2/14/2023	PO1-230000003058	AMAZON	INCREASE PO FOR ADDITIONAL PURCHASES	\$1,000.00	\$1,000.00	\$2,000.00
2/15/2023	PO1-230000001175	AMAZON	INCREASE PO FOR ADDITIONAL PURCHASES	\$2,000.00	\$1,000.00	\$3,000.00
2/15/2023	PO1-230000003085	NCS PERSAON INC.	PO INCREASED DUE TO GATE TESTING PRICE INCREASE PER LICENSE.	\$5,750.00	\$250.00	\$6,000.00
2/15/2023	PO1-230000002854	AGI REPAIR	INCREASE PO FOR ADDITIONAL PURCHASES	\$4,219.00	\$1,000.00	\$5,219.00
2/16/2023	PO1-230000000527	UNITED REFRIGERATION	INCREASE PO FOR ADDITIONAL PURCHASES	\$35,000.00	\$10,000.00	\$45,000.00
2/21/2023	PO1-230000000486	AMAZON	INCREASE PO TO COVER ESTIMATED EXPENSES TO THE END OF THE FISCAL YEAR	\$7,000.00	\$3,000.00	\$10,000.00
2/21/2023	PO1-230000000777	OFFICE DEPOT	INCREASE PO FOR ADDITIONAL PURCHASES	\$2,000.00	\$2,000.00	\$4,000.00
2/21/2023	PO1-230000000744	OFFICE DEPOT	INCREASE PO FOR ADDITIONAL PURCHASES	\$2,000.00	\$1,500.00	\$3,500.00
2/21/2023	PO1-230000000781	OFFICE DEPOT	INCREASE PO FOR ADDITIONAL PURCHASES FOR 3RD TRIMESTER AND SUMMER SCHOOL	\$10,000.00	\$10,000.00	\$20,000.00
2/21/2023	PO3W-230000001231	HOME DEPOT	MODIFY PO TO SHOW INCREASED COST FOR SUBSTITUTED ITEMS AND INCLUDE FREIGHT	\$619.96	\$64.57	\$684.53

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer

PREPARED BY: Craig Larimer, Financial Analyst

SUBJECT: **Appropriation Transfer and Budget Revision Report**

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The Superintendent recommends that the Board of Education approve Appropriation Transfers and Budget Revisions for Fund 01.0 Unrestricted and Restricted.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND UNRESTRICTED (01.0) Resource Codes 00000.0 thru 19999.0

REVENUES		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
8010-8099	Local Control Funding Formula	\$0	\$0
8100-8299	Federal	\$0	\$0
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$4,975
8910-8999	Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>		<b>\$0</b>	<b>\$4,975</b>

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000	Certificated Salaries	(\$4,117)	\$1,850
2000	Classified Salaries	\$733	\$0
3000	Employee Benefits	(\$616)	\$444
4000	Instructional Supplies	\$44,178	\$2,378
5000	Contract Services	(\$71,178)	\$0
6000	Capital Outlay	\$31,000	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
<b>TOTAL BUDGETED APPROPRIATIONS</b>		<b>\$0</b>	<b>\$4,672</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>\$303</b>
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GLENDALE UNIFIED SCHOOL DISTRICT  
 April 4, 2023  
 CONSENT CALENDAR NO. 6  
 BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND RESTRICTED (01.0) Resource Codes 20000.0 thru 99999.0

REVENUES		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
8010-8099	Local Control Funding Formula	\$0	\$0
8100-8299	Federal	\$0	\$266,703
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$89,060
8910-8999	Transfers In/Contributions	\$0	\$0
<b>TOTAL REVENUES</b>		<b>\$0</b>	<b>\$355,763</b>

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000	Certificated Salaries	(\$24,448)	\$0
2000	Classified Salaries	(\$41,496)	\$0
3000	Employee Benefits	\$40,901	\$0
4000	Instructional Supplies	(\$14,757)	\$248,229
5000	Contract Services	\$39,800	\$96,539
6000	Capital Outlay	\$0	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$10,995
<b>TOTAL BUDGETED APPROPRIATIONS</b>		<b>\$0</b>	<b>\$355,763</b>

<b>NET INCREASE/DECREASE IN FUND BALANCE</b>	<b>\$0</b>	<b>\$0</b>
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GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Darneika Watson, Chief Human Resources & Operations Officer

PREPARED BY: Hagop Eulmessekian, Director, Student Support Services

SUBJECT: **Approval of Comprehensive School Safety Plans for 2023-2024 School Year**

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The Superintendent recommends that the Board of Education approve the Comprehensive School Safety Plans for all GUSD campuses for the 2023-2024 school year per California Education Code sections 32280-32289.

Comprehensive School Safety Plans are implemented through a process of administrators working closely with staff, parents, and other stakeholders to analyze and assess their school environments and focus on specific areas of need that require attention. The focus of state law is to assure that each school safety plan addresses the school's procedures for complying with existing laws related to school safety. Towards this mandate, school community members were assigned by each principal to conduct needs assessments in each area. Upon completion of the assessments, each School Site Council or safety committee was required to create goals that addressed the school's most critical areas of need. The result of this work is the updated Comprehensive School Safety Plan for the 2023-2024 school year. Each plan was reviewed for compliance by Glendale Police Department or the Los Angeles Sherriff Department based on the site's address before being submitted to the Board of Education for approval.

Due to the size of each document, the Comprehensive School Safety plans will not be duplicated. Copies of each school's plan are available for review by contacting Hagop Eulmessekian at (818) 241-3111 extension 1285.

***TO SUPPORT 2022-2023 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 8

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer  
SUBJECT: **Authorization to Dispose of Surplus Property**

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The Superintendent recommends that the Board of Education declare a point of sale computer located at the Nutrition Services as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***





GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 9

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: David Greco, Chief Counsel and Business Operations Officer

PREPARED BY: Hagop Kassabian, Administrator: Facilities Planning & Maintenance

**SUBJECT: Final Expenditure Reports and Project Closeout of Various Projects**

The Superintendent recommends that the Board of Education approve the Final Expenditure Reports and Project Closeout of various Measure S and Capital Projects.

The four (4) projects on the attached list were approved by the Board on various dates. All were completed in a satisfactory manner and provided the District a combined savings of \$3,113,386. The chart below shows the savings by individual project.

Staff is recommending the approval of the final expenditure reports and the final closeout of these four (4) projects. All project savings will be returned to the funding sources as listed, and will be made available for the Board to allocate to future projects.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

**COMPLETED PROJECTS LIST**

<b>Project Number</b>	<b>Project Name</b>	<b>Approved Budget</b>	<b>Expensed</b>	<b>Project Savings</b>	<b>Saving to Measuse S Deferred Maintenance 2023 Project</b>	<b>Savings to Measure S Fund 21.1</b>	<b>Savings to Capital Outlay Fund 40.1</b>
90090	Summer 2021 Maintenance Project	\$ 2,261,571	\$ 824,740	\$ 1,436,831	\$ 1,436,831		
90096	GHS/HHS CTE	\$ 1,500,000	\$ 499,786	\$ 1,000,214		\$ 1,000,214	
90105	Site Improvement Projects	\$ 950,000	\$ 275,047	\$ 674,953		\$ 674,953	
95015	GHS - Sport Lighting Renovation	\$ 86,000	\$ 84,612	\$ 1,388			\$ 1,388
		<b>\$ 2,536,000</b>	<b>\$ 859,445</b>	<b>\$ 3,113,386</b>	<b>\$ 1,436,831</b>	<b>\$ 1,675,167</b>	<b>\$ 1,388</b>
				<b>Total Savings</b>	<b>\$ 3,113,386</b>		

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 10

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Dr. Oscar Macias, Director, Equity, Access, and Family Engagement

SUBJECT: **Approval of the Services Agreement between Glendale Unified School District and The Southern California Learning Corporation, dba Sylvan Learning Center**

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The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District, on behalf of R.D. White Elementary School, and The Southern California Learning Corporation, dba Sylvan Learning Center in the amount of \$17,952 to provide tutoring and instructional support services for at-risk students.

Glendale Unified School District, in partnership with The Southern California Learning Corporation, dba Sylvan Learning Center, will offer tutoring and instructional support services for eligible lowest-performing students at R.D. White Elementary School. Tutoring services will be provided in reading and mathematics in-person at the center for 40 students. Each student will receive approximately 13 hours of tutoring (two hours per week).

The provider will combine pre- and post-assessment, formative assessment, differentiated instruction, cooperative learning, and a student motivation system. The program is aligned to state standards and utilizes research-based methodologies proven effective in addressing student needs.

The contract period runs from March 2, 2023 - June 30, 2023. The cost for the tutoring services is \$17,952, which will be covered by R.D. White Elementary School Supplemental funds.

Glendale Unified School District  
Consent Calendar No. 10  
April 4, 2023  
Page 2

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

**GLENDALE UNIFIED SCHOOL DISTRICT**

223 North Jackson Street  
Glendale, CA 91206  
(818) 241-3111

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**SERVICES AGREEMENT**

This Agreement for Professional Services ("Agreement") made and entered into by and between the Glendale Unified School District ("District"), a public entity, and The Southern California, herein after referred to as ("Contractor").

Learning Corporation DBA  
Sylvan Learning

The Parties do hereby contract and agree as follows:

1. **Term**

Contractor shall commence providing services under this Agreement on or about 3/2/23 and will diligently perform as required and complete performance by 6/30/2023.

2. **Scope of Services**

CONTRACTOR will perform the services described in the "Scope of Work" attached hereto as Addendum A and made a part thereof.

Contractor's specific program and services performed is described in "Scope of Work" attached hereto as Addendum A and fully incorporated herein.

3. **Compensation**

District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement a set for in Addendum A "Scope of Work." District shall pay Contractor the amount set forth in Addendum B "Cost Proposal" according to the following terms and conditions: Contract total not to exceed \$17,952.

Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses**

District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District that are not specifically identified in Addendum B "Cost Proposal" and factored into the compensation paid by the District to the Contractor.

5. **Materials**

Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement.

6. **Independent Contractor**

In the performance of this Agreement, Contractor shall be and act as an independent contractor. Contractor 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 to employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. Contractor 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 Contractor's employees. In the performance of the work herein contemplated, Contractor 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. Joint Employer**

Neither Party shall be deemed a joint employer of the other Party's employees. Each Party shall indemnify the other Party from and against claims made by the indemnifying Party's employees that they are co-employed by the other Party. The indemnification requirements set forth in paragraph 11 shall be applicable to the indemnification obligations of each Party under this paragraph. Neither Party's employees will be deemed "leased" employees of the other for any purpose. In connection with this Agreement, each Party is an independent contractor and does not have any authority to bind or commit the other.

## **8. Contractor's Employee Processing**

- (i) **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.
- (ii) **Fingerprinting and Criminal Background Check:** Contractor shall complete the background check requirements of California Education Code section 45125.1 for all of its employees who will be working on the District's school sites with students. The Contractor shall not staff the program with any employees who have been convicted of a violent felony listed in California Penal Code section 1192.7(c). The Contractor shall provide the District with fingerprinting/criminal background check for all employees who will be used to staff the program.
- (iii) **Tuberculosis Clearance:** Contractor will ensure that all of its employees who will be working on the District's school sites with students are determined to be free of active tuberculosis by a medical professional. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites are determined to be free of active tuberculosis.
- (iv) **COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites with students have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their



test results to Contractor which upon receipt will immediately notify the District of the results.

**9. Conduct on District Premises**

Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District's premises, possession or distribution of contraband, or the access to, and security of, the District's real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the District's premises. The operation of vehicles by the Contractor's personnel on the District's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on the District's property and involving either Party's personnel shall be reported promptly to the appropriate Party. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the District's premises, Contractor's personnel shall wear and clearly display identification badges or tags, as approved by the District. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. Contractor's personnel should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

**10. Anti-Discrimination**

District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor 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 Contractor agrees to require like compliance by all of its subcontractor(s).

**11. Indemnification**

To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, contractors, employees, trustees, and volunteers ("the Indemnified Parties") from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity ("Claim"), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors' and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential

damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the Indemnified Parties.

## **12. Limitation of District Liability**

Other than as provided in this Agreement, the 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 the 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.

## **13. Confidentiality**

The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor 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.

Both Parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other Party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other Party, its affiliates, or its customers. Both Parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third Party or used for unauthorized purposes. Each Party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both Parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each Party is bound by this Agreement. Upon request of the owner of the confidential information, the other Party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph do not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other Party; 2) was lawfully in Insight's or Client's possession without restriction as to use or disclosure before its receipt from the other Party; 3) is received from, or was made available to, a third Party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing Party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the Party required to make the disclosure under the law shall give prompt notice of this to the other Party prior to such disclosure so that the other Party may seek an appropriate protective order or give its consent to such disclosure.

#### 14. Insurance

The Contractor 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
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
<b>Professional Liability</b>	\$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer's Liability</b>	\$ 1,000,000

Contractor shall maintain 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 Contractor 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.

Contractor 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:

- (i) A clause stating: "SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION."
- (ii) Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.
- (iii) An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, contractors, 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 Contractor'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.
- (iv) All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.

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.

## **15. Termination**

- (i) **Without Cause by District:** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
- (ii) **Without Cause by Contractor:** Contractor may, upon sixty (60) days notice, with or without reason, terminate this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
- (iii) **With Cause by District:** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
  - a) Material violation of this Agreement by the Contractor;
  - b) Any act by Contractor exposing the District to liability to others for personal injury or property damage; or
  - c) Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor'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 Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor 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.

## **16. Certificates/Permits/Licenses**

Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.

## **17. Delivery**

Time of delivery of goods or services is of the essence in this Agreement. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor's expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.

///


**18. 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:**

**Glendale Unified School District**  
223 N. Jackson Street  
Glendale, California 91206  
ATTN: Stephen Dickinson

**Contractor:**

**The Southern California Learning Corp. **  
PO Box 8132  
Mission Hills, CA 91346  
Attn: Todd Crabtree

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.

**19. Assignment**

The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

**20. No Rights in Third Parties**

This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

**21. 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. In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.

**22. Submittal of Documents**

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

- Signed Agreement
- Workers' Compensation Certification (Attached as Exhibit A)
- Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration (Attached as Exhibit C)
- Tuberculosis Clearance (Attached as Exhibit D)
- COVID-19 Vaccination Clearance (Attached as Exhibit E)

**23. Force Majeure Clause**

The Parties to the Contract shall be excused from performance thereunder during the time and to the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, pandemic or epidemic, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory

evidence thereof is presented to the other Party(ies), provided that it is satisfactorily established that the non- performance is not due to the fault or neglect of the Party not performing.

**24. 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, in the County of Los Angeles. 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.

**25. 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.

**26. 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.

**27. Provisions Required By Law Deemed Inserted**

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.

**28. 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.

**29. Attorneys' Fees and 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 attorneys' fees.

**30. Headings**

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.

**31. Signature Authority**

Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

**32. 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.



SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name: The Southern California Learning Corporation DBA Sylvan Learning

By: Todd Crabtree  
Signature

Executive Director  
Title

Todd Crabtree  
Print Name

Dated: 3/2, 2023

By: \_\_\_\_\_  
Signature

\_\_\_\_\_ Title

\_\_\_\_\_ Print Name

Dated: \_\_\_\_\_, 20\_\_

\*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary; 2) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

Information regarding Contractor:

License No.:  
03317974

Employer Identification Number:  
20-4020272

Address: PO Box 8132  
Mission Hills CA 91346

Telephone: 818-639-9692

Email: toddcrabtree@sylvansocal.ca

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: CA
- Limited Liability Company

Other: \_\_\_\_\_

**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 Contractor to furnish the information requested in this section.**

**Glendale Unified School District**

By: \_\_\_\_\_  
Signature

**Dr. Kelly King**  
\_\_\_\_\_  
Print Name

**Assistant Superintendent**  
\_\_\_\_\_  
Title

Dated: \_\_\_\_\_, 20\_\_

## ADDENDUM A

### **SCOPE OF WORK**

#### **DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

Sylvan reading programs provide small group intervention for students who are identified as at-risk and who have difficulty achieving at grade level in reading or math. Aligned to state and Common Core standards, the program utilizes research-based methodologies that have been proven effective in addressing the needs of students who are struggling academically.

Our instructional approach combines pre and post-assessment, formative assessment, differentiated instruction, cooperative learning, and a student motivation system.

#### **Cost and Details**

Number of Students: 40 students from RD White Elementary School

Approximate hours per Student: 13 hours of instruction

Frequency: Classes will be held two days per week, one hour per day

Location of Tutoring: Sylvan Learning Center of Glendale - 741 Glenvia Street # 201, Glendale, CA 91206

**ADDENDUM B**

**“Cost Proposal”**

Total Groups: 5 (up to 8 students per group)

Price per Group: \$264/session

Contract to be billed \$264/group/session. So if 5 groups receive 2 sessions a week for 9 weeks, the total billed would be:

$\$264 \times 5 \text{ groups} \times 2 \text{ sessions a week} \times 6 \text{ weeks} = \$15,840.$

Total contract value: \$17,952

Payment is due to Sylvan within 30 days of receipt of invoice.

**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

California 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: 3/2/23  
Name of Contractor: The Southern California Learning Corp. DBA Sylvan Lea  
Signature: Todd Crabtree  
Print Name and Title: Todd Crabtree, President

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the California Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)

**EXHIBIT "B"**

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

*In accordance with the Department of Justice (DOJ) fingerprint and criminal background investigation requirements of California Education Code section 45125.1 et seq.*

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

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor'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 Contractor, 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.

- The Contractor qualifies for a project specific waiver of the Department of Justice (DOJ) fingerprint and criminal background investigation for the following reason(s) permitted by Education Code section 45125.1 et seq. and approved by the District.

**PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW:**

- The Contractor, its employees, and subcontractors will have NO CONTACT with pupils.
- The Contractor, its employees, and subcontractors will have LIMITED CONTACT with pupils. (Attach information about length of time on school grounds, proximity of work area to pupil areas; whether Contractor or its employees will be working by themselves or with others, and any other factors that substantiate limited contact.) [Education Code section 45125.1 (c)]
- The Contractor, its employees, and subcontractors will have more than LIMITED CONTACT with pupils but will assure that ONE (1) OR MORE of the following methods are utilized to ensure pupil safety. [Education Code section 45125.2 (a)]  
**Check all methods to be used:**
  - 1) Installation of a physical barrier at the worksite to limit contact with students
  - 2) Continual supervision and monitoring of all employees of the Contractor by an employee of the Contractor who has not been convicted of a serious or violent felony as ascertained by the DOJ. Contractor **MUST** attach DOJ Originating Agency Identification Letter and list of all employees that have successfully completed the fingerprinting and criminal background check clearance in accordance with the law (*Fingerprint Certification List*).



- 3) Surveillance of all employees of the Contractor by OWNER AUTHORIZED REPRESENTATIVE.
- The services provided by the Contractor are for an "EMERGENCY OR EXCEPTIONAL SITUATION," such as when pupil health or safety is endangered or when repairs are needed to make school facilities safe and habitable." [Education Code section 45125.1(b)]

*By signing below, under penalty of perjury, I certify that the information contained on this certification form and attached employee list(s) is accurate. I understand that background clearance extends to all of Contractor's employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor. I understand that it is the Contractor's sole responsibility to maintain, update, and provide the District with current "Fingerprint and Criminal Background Check Certification," along with the employee list, throughout the duration of Contractor provided services.*

*The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.*

Date: 3/2/2023

Name of Contractor or Company: The Southern California Learning Corp. DBA Sy

Representative's Name and Title: Todd Crabtree, President

Signature: Todd Crabtree

**EXHIBIT "C"**

**NONCOLLUSION DECLARATION TO BE EXECUTED BY  
BIDDER AND SUBMITTED WITH BID**

(Public Contract Code section 7106)

The undersigned declares:

I am the President of The Southern California, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 3/2/2023 [date], at Glendale [city], CA [state].

*Todd Crabtree*

\_\_\_\_\_  
Signature

Todd Crabtree

\_\_\_\_\_  
Print Name

**EXHIBIT "D"**  
**TUBERCULOSIS CLEARANCE**

The undersigned does hereby certify to the Governing Board of the District as follows:

The Southern Calif

I am a representative of the \_\_\_\_\_ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- D The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or
- D Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: 3/2/2023

Name of Contractor: The Southern California Learning Corp. I

Signature: Todd Crabtree

Print Name and Title: Todd Crabtree, President

**EXHIBIT "E"**

**COVID-19 VACCINATION ADDENDUM**  
**TO**  
**GLENDALE UNIFIED SERVICES AGREEMENT**

The undersigned does hereby certify to the Governing Board of the District as follows:

The Southern Calif

I am a representative of the \_\_\_\_\_ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

**COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Contractor which upon receipt will immediately notify the District of the results.

Contractor's responsibility for COVID-19 clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Name of Contractor: The Southern California Learning Corp. DBA

Signature: Todd Crabtree

Print Name and Title: Todd Crabtree, President

Date: 3/2/2023

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 11

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Dr. Oscar Macias, Director, Equity, Access, and Family Engagement

SUBJECT: **Approval of the School Plan for Student Achievement (SPSA)**

---

The Superintendent recommends that the Board of Education approve the 2022-2023 School Plan for Student Achievement (SPSA) for schools participating in one or more state/federal programs.

School Site Councils and staff members from all sites have collaboratively developed SPSAs to utilize the Categorical Programs funds to improve student achievement.

These plans are based on a school's comprehensive needs assessment, which leads to schoolwide goals that are aligned with the District's goals and the Local Control Accountability Plan (LCAP). All individual SPSAs were approved by each School Site Council.

The current SPSA utilizes the on-line template developed by the California Department of Education (CDE). Plan development began in the Spring with the review of available achievement data. Annual goals, actions and budget are completed by school site teams and the School Site Council (SSC), and then approved by SSC. The SPSAs are revised annually based on available data and budget information. The SPSAs are reviewed by the Equity, Access, and Family Engagement Office with the provisions of applicable state/federal laws and regulations and for consistency with District Board Policies, Board Priorities, and the Glendale Unified School District Local Control Accountability Plan (LCAP). All SPSAs must also be reviewed and approved by the Governing Board of the District.

Copies of all SPSA are available for review at the school sites and the Equity, Access, and Family Engagement Office.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 12

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Dr. Oscar Macias, Director, Equity, Access, and Family Engagement

SUBJECT: **Quarterly Uniform Complaint Report Summary, Williams Settlement Legislation**

---

The Superintendent recommends that the Board of Education approve the submission of the Quarterly Uniform Complaint Report Summary, as mandated under the Williams Court Case Settlement, to the Superintendent of the Los Angeles County Office of Education.

Legislation regarding the settlement of the Williams Lawsuit requires Local Educational Agencies to file Quarterly Uniform Complaint Report Summaries to the school district Governing Board and to the County Office of Education. The Quarterly Report documents information regarding complaints about instructional materials, facilities, teacher vacancies and mis-assignments.

The Quarterly Uniform Complaint Report Summary for the period of January 1, 2023, through March 31, 2023, is attached and will be sent to the Los Angeles County Office of Education (LACOE).

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

Glendale Unified School District  
Consent Calendar No. 12  
April 4, 2023  
Page 2

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



**Los Angeles County  
Office of Education**  
Serving Students • Supporting Communities  
Leading Educators

**Williams Lawsuit Settlement  
Quarterly Report on Uniform Complaints 2022-2023**

District Name: Glendale Unified School District

Date: March 31, 2023

Person completing this form: Carol Corbo

Title: Sr. Administrative Secretary

Quarter covered by this report (Check One Below):

- |   |                          |                  |
|---|--------------------------|------------------|
| <input type="checkbox"/> 1st QTR            | July 1 to September 30   | Due 14-Oct 2022  |
| <input type="checkbox"/> 2nd QTR            | October 1 to December 31 | Due 13- Jan 2023 |
| <input checked="" type="checkbox"/> 3rd QTR | January 1 to March 31    | Due 14-Apr 2023  |
| <input type="checkbox"/> 4th QTR            | April 1 to June 30       | Due 14-Jul 2023  |

Date for information to be reported publicly at governing board meeting: April 4, 2023

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
TOTAL			

Print Name of District Superintendent Dr. Vivian Ekchian

Signature of District Superintendent \_\_\_\_\_ Date \_\_\_\_\_

Return the **Quarterly Summary** to:  
Williams Legislation Implementation Project  
Los Angeles County Office of Education  
c/o Astrid Gonzalez, Williams Settlement Legislation  
9300 Imperial Highway, ASM/Williams ECW 283  
Downey, CA 90242

Telephone: (562) 922-6393  
FAX: (562) 803-8325  
E-Mail: [Gonzalez\\_Astrid@lacoed.edu](mailto:Gonzalez_Astrid@lacoed.edu)

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 13

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Jay Schwartz, Senior Director, Foothill SELPA

SUBJECT: **Acceptance of Individuals with Disabilities Education Act, Part B, Section 611 Federal Local Assistance Entitlements Grant for Foothill SELPA**

---

The Superintendent recommends that the Board of Education accept grant funds from the California Department of Education in the amount of \$8,820,032 for the 2022-2023 Individuals with Disabilities Education Act, Part B, Section 611 Local Assistance Entitlements Grant to support the expense of educating identified students with disabilities.

Foothill SELPA (Special Education Local Plan Area) was awarded the 2022-2023 Individuals with Disabilities Education Act Part B, Section 611 Federal Local Assistance Entitlements Grant in the amount of \$8,820,032. These funds are specifically allocated for special education and services to children with disabilities ages three through twenty-one. SELPA consists of three school districts: Burbank, Glendale and La Cañada Unified School Districts.

The purpose of the IDEA Part B, Section 611 is that the Local Educational Agencies (LEAs) must account for these funds as expenditures for pupils with an individualized education plan (IEP) and for the provision of the special education and related services required by students with disabilities in order to benefit from a public education.

The total funds received will be allocated to the three school districts.

Burbank Unified School District	\$2,941,966.00
Glendale Unified School District	\$5,042,128.00
La Canada Unified School District	\$ 835,938.00

The grant period is from July 1, 2022, to September 30, 2024.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District’s future educational and facility needs.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 14

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Jay Schwartz, Senior Director, Foothill SELPA

SUBJECT: **Acceptance of Individuals with Disabilities Education Act, Part B, Section 619 Federal Preschool Staff Development Grant for Foothill SELPA**

---

The Superintendent recommends that the Board of Education accept grant funds from the California Department of Education in the amount of \$2,692 for the 2021-2022 Individuals with Disabilities Education Act, Part B, Section 619 to provide opportunities for preschool staff development through Foothill SELPA.

Foothill SELPA (Special Education Local Plan Area) was awarded the 2021-2022 Individuals with Disabilities Education Act Part B, Section 619 Federal Preschool Staff Development Grant in the amount of \$2,692. These funds are specifically allocated to serve preschool staff with professional development that will then serve the preschool students ages three, four, five and preschool with special education services. SELPA consists of three school districts: Burbank, Glendale and La Cañada Unified School Districts.

These funds are to provide Special Education staff with professional development days to learn new skills to implement in their classrooms, collaborate with others, and further develop their expertise. Professional development training can help teachers to become better at planning their time and staying organized. This ultimately makes teachers more efficient and gives them extra time to focus on students rather than the paperwork.

The total funds received will be allocated to the three school districts.

Burbank Unified School District	\$ 946.33
Glendale Unified School District	\$1,635.42
La Canada Unified School District	\$ 110.25

The grant period is from July 1, 2022, to September 30, 2024.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 15

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Dr. Debra E. Rinder, Executive Director, Special Education

SUBJECT: **Approval of Additional Services Agreement Between Glendale Unified School District and Nest Speech & Language Therapy, APC**

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The Superintendent recommends that the Board of Education approve an additional services agreement between Glendale Unified School District and Nest Speech & Language Therapy, APC in an amount not to exceed \$44,000 for providing contracted service providers to meet the needs of students.

Nest Speech & Language Therapy, APC is an agency that provides speech/language pathologists and speech/language pathology assistants. At its meeting of July 12, 2022, the Board of Education approved a contract with Nest Speech & Language Therapy, APC in the amount of \$20,000. Due to the increased staffing demand, it is estimated that an additional \$44,000 will be needed to cover services for the remainder of the 2022-2023 school year.

Special Education resources will be used to pay for these services.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

**GLENDALE UNIFIED SCHOOL DISTRICT**

223 North Jackson Street  
Glendale, CA 91206  
(818) 241-3111

**SERVICES AGREEMENT**

This Agreement for Professional Services (“Agreement”) made and entered into by and between the Glendale Unified School District (“District”), a public entity, and Nest Speech & Language Therapy, APC, herein after referred to as (“Contractor”).

The Parties do hereby contract and agree as follows:

1. **Term**

Contractor shall commence providing services under this Agreement on or about March 1, 2023 and will diligently perform as required and complete performance by June 30, 2023

2. **Scope of Services**

Provides speech assessments

Contractor’s specific program and services performed is described in “Scope of Work” attached hereto as Addendum A and fully incorporated herein.

3. **Compensation**

District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement as set forth in Addendum A “Scope of Work.” District shall pay Contractor the amount set forth in Addendum B “Cost Proposal” according to the following terms and conditions: \$44,000.00 (Forty four thousand dollars).

Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses**

District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District that are not specifically identified in Addendum B “Cost Proposal” and factored into the compensation paid by the District to the Contractor.

5. **Materials**

Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement.

6. **Independent Contractor**

In the performance of this Agreement, Contractor shall be and act as an independent contractor. Contractor 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 to employees of the District and/or to which District’s employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers’ Compensation. Contractor 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 Contractor’s employees. In the performance of the work herein contemplated, Contractor 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. **Joint Employer**

Neither Party shall be deemed a joint employer of the other Party's employees. Each Party shall indemnify the other Party from and against claims made by the indemnifying Party's employees that they are co-employed by the other Party. The indemnification requirements set forth in paragraph 11 shall be applicable to the indemnification obligations of each Party under this paragraph. Neither Party's employees will be deemed "leased" employees of the other for any purpose. In connection with this Agreement, each Party is an independent contractor and does not have any authority to bind or commit the other.

## 8. **Contractor's Employee Processing**

- (i) **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.
- (ii) **Fingerprinting and Criminal Background Check:** Contractor shall complete the background check requirements of California Education Code section 45125.1 for all of its employees who will be working on the District's school sites with students. The Contractor shall not staff the program with any employees who have been convicted of a violent felony listed in California Penal Code section 1192.7(c). The Contractor shall provide the District with fingerprinting/criminal background check for all employees who will be used to staff the program.
- (iii) **Tuberculosis Clearance:** Contractor will ensure that all of its employees who will be working on the District's school sites with students are determined to be free of active tuberculosis by a medical professional. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites are determined to be free of active tuberculosis.
- (iv) **COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites with students have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their

test results to Contractor which upon receipt will immediately notify the District of the results.

**9. Conduct on District Premises**

Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District's premises, possession or distribution of contraband, or the access to, and security of, the District's real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the District's premises. The operation of vehicles by the Contractor's personnel on the District's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on the District's property and involving either Party's personnel shall be reported promptly to the appropriate Party. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the District's premises, Contractor's personnel shall wear and clearly display identification badges or tags, as approved by the District. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. Contractor's personnel should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

**10. Anti-Discrimination**

District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor 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 Contractor agrees to require like compliance by all of its subcontractor(s).

**11. Indemnification**

To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, contractors, employees, trustees, and volunteers ("the Indemnified Parties") from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity ("Claim"), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors' and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential

damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the Indemnified Parties.

**12. Limitation of District Liability**

Other than as provided in this Agreement, the 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 the 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.

**13. Confidentiality**

The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor 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. Both Parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other Party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other Party, its affiliates, or its customers. Both Parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third Party or used for unauthorized purposes. Each Party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both Parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each Party is bound by this Agreement. Upon request of the owner of the confidential information, the other Party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph do not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other Party; 2) was lawfully in District's or Client's possession without restriction as to use or disclosure before its receipt from the other Party; 3) is received from, or was made available to, a third Party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing Party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the Party required to make the disclosure under the law shall give prompt notice of this to the other Party prior to such disclosure so that the other Party may seek an appropriate protective order or give its consent to such disclosure.

**14. Insurance**

The Contractor 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
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments Each Occurrence General Aggregate	 \$ 1,000,000 \$ 2,000,000
<b>Automobile Liability Insurance - Any Auto</b> Each Occurrence General Aggregate	 \$ 1,000,000 \$ 2,000,000
<b>Professional Liability</b>	\$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer’s Liability</b>	\$ 1,000,000

Contractor shall maintain 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 Contractor 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.

Contractor 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:

- (i) A clause stating: “SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION.”
- (ii) Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.
- (iii) An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, contractors, 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 Contractor’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.
- (iv) All policies except the Professional Liability, Workers’ Compensation Insurance, and Employers’ Liability Insurance Policies shall be written on an occurrence form.

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.

## 15. Termination

- (i) **Without Cause by District:** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
- (ii) **Without Cause by Contractor:** Contractor may, upon sixty (60) days notice, with or without reason, **terminate** this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
- (iii) **With Cause by District:** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
  - a) Material violation of this Agreement by the Contractor;
  - b) Any act by Contractor exposing the District to liability to others for personal injury or property damage; or
  - c) Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor'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 Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor 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.

## 16. Certificates/Permits/Licenses

Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.

## 17. Delivery

Time of delivery of goods or services is of the essence in this Agreement. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor's expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.

///



**18. 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:**

**Glendale Unified School District**  
223 N. Jackson Street  
Glendale, California 91206  
ATTN: Arik Panossian

**Contractor:**

Nest Speech & Language Therapy, APC  
221 E. Glenoaks Blvd. Suite 230  
Glendale, CA 91207  
Vana Ashdjian

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.

**19. Assignment**

The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

**20. No Rights in Third Parties**

This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

**21. 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. In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.

**22. Submittal of Documents**

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

- Signed Agreement
- Workers' Compensation Certification (Attached as Exhibit A)
- Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration (Attached as Exhibit C)
- Tuberculosis Clearance (Attached as Exhibit D)
- COVID-19 Vaccination Clearance (Attached as Exhibit E)
- Governor Executive Order N-6-22 (Attached as Exhibit F)

**23. Force Majeure Clause**

The Parties to the Contract shall be excused from performance thereunder during the time and to

the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, pandemic or epidemic, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other Party(ies), provided that it is satisfactorily established that the non- performance is not due to the fault or neglect of the Party not performing.

**24. 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, in the County of Los Angeles. 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.

**25. 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.

**26. 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.

**27. Provisions Required By Law Deemed Inserted**

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.

**28. 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.

**29. Attorneys' Fees and 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 attorneys' fees.

**30. Headings**

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.

**31. Signature Authority**

Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

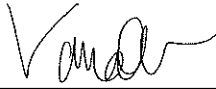
**32. Counterparts**

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


SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name: Nest Speech & Language Therapy, APC

By:   
Signature  
Vana Ashdjian, M.A. CCC-SLP  
Print Name

Founder  
Title  
Dated: March 3, 2023

By: Vana Ashdjian  
Signature  
  
Print Name

Founder  
Title  
Dated: March 3, 2023

\*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary; 2) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

Information regarding Contractor:

License No.:  
SP 29460

Employer Identification Number:  
84-5062385

Address: 221 E. Glenoaks Blvd. Suite 230  
Glendale, CA 91207

Telephone: Direct: 818-599-7828 Office 818-469-1053  
Email: vana@nestspeech.com

Type of Business Entity:  
 Individual  
 Sole Proprietorship  
 Partnership  
 Limited Partnership  
 Corporation, State: California  
 Limited Liability Company  
Other: S. Corporation

**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 Contractor to furnish the information requested in this section.**

**Glendale Unified School District**

By: \_\_\_\_\_  
Signature  
**Dr. Kelly King**  
\_\_\_\_\_  
Print Name

Assistant Superintendent Educational Services  
\_\_\_\_\_  
Title  
Dated: \_\_\_\_\_, 20<sup>23</sup>

**ADDENDUM A**

**SCOPE OF WORK**

**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

Consultant, as needed, to provide speech, assessments and IEP services to Special Education students.

**ADDENDUM B**

**“Cost Proposal”**

Rates: Clinic SLP: \$100/hour

Clinic SLPA: \$75/hour

School Hourly Staffing for SLP: \$90/hour

School Hourly Staffing for SLPA: \$65/hour

Speech Evaluation: \$300/assessment

**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

California Labor Code Section 3700 in relevant part provides:

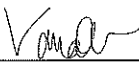
Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- 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: 3/8/2023

Name of Contractor: Nest Speech & Language Therapy, APC

Signature: 

Print Name and Title: Vana Ashdjian M.A. CCC- SLP / Owner

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the California Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)



**EXHIBIT "B"**

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

*In accordance with the Department of Justice (DOJ) fingerprint and criminal background investigation requirements of California Education Code section 45125.1 et seq.*

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

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor'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 Contractor, 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.

- The Contractor qualifies for a project specific waiver of the Department of Justice (DOJ) fingerprint and criminal background investigation for the following reason(s) permitted by Education Code section 45125.1 et seq. and approved by the District.

**PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW:**

- The Contractor, its employees, and subcontractors will have NO CONTACT with pupils.
- The Contractor, its employees, and subcontractors will have LIMITED CONTACT with pupils. (Attach information about length of time on school grounds, proximity of work area to pupil areas; whether Contractor or its employees will be working by themselves or with others, and any other factors that substantiate limited contact.) [Education Code section 45125.1 (c)]
- The Contractor, its employees, and subcontractors will have more than LIMITED CONTACT with pupils but will assure that ONE (1) OR MORE of the following methods are utilized to ensure pupil safety. [Education Code section 45125.2 (a)]  
**Check all methods to be used:**

- 1) Installation of a physical barrier at the worksite to limit contact with students
- 2) Continual supervision and monitoring of all employees of the Contractor by an employee of the Contractor who has not been convicted of a serious or violent felony as ascertained by the DOJ. **Contractor MUST attach DOJ Originating Agency Identification Letter and list of all employees that have successfully completed the fingerprinting and criminal background check clearance in accordance with the law (Fingerprint Certification List).**

- 3) Surveillance of all employees of the Contractor by OWNER AUTHORIZED REPRESENTATIVE.
- The services provided by the Contractor are for an “EMERGENCY OR EXCEPTIONAL SITUATION,” such as when pupil health or safety is endangered or when repairs are needed to make school facilities safe and habitable.” [Education Code section 45125.1(b)]


*By signing below, under penalty of perjury, I certify that the information contained on this certification form and attached employee list(s) is accurate. I understand that background clearance extends to all of Contractor’s employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor. I understand that it is the Contractor’s sole responsibility to maintain, update, and provide the District with current “Fingerprint and Criminal Background Check Certification,” along with the employee list, throughout the duration of Contractor provided services.*

*The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.*

Date: 3/8/2023

Name of Contractor or Company: Nest Speech & Language Therapy, APC

Representative’s Name and Title: Vana Ashdjian M.A. CCC-SLP / Owner

Signature: 

**EXHIBIT "C"**  
**NONCOLLUSION DECLARATION TO BE EXECUTED BY**  
**BIDDER AND SUBMITTED WITH BID**  
(Public Contract Code section 7106)

The undersigned declares:

I am the Owner of Nest Speech & Language Therapy, APC, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 3/8/2023 [date], at Glendale [city], CA [state].



\_\_\_\_\_  
Signature

Vana Ashdjian M.A. CCC-SLP

\_\_\_\_\_  
Print Name

**EXHIBIT "D"**  
**TUBERCULOSIS CLEARANCE**

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the Nest Speech & Language Therapy, APC ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

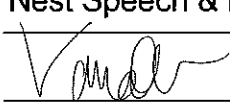
Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- The Contractor has complied with the tuberculosis requirements of Education Code Section 49406 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the Contractor has verified that none of those employees have active tuberculosis. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or
- Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: 3/8/2023

Name of Contractor: Nest Speech & Language Therapy, APC

Signature: 

Print Name and Title: Vana Ashdjian, M.A. CCC-SLP / Owner

**EXHIBIT "E"**

**COVID-19 VACCINATION ADDENDUM**  
**TO**  
**GLENDALÉ UNIFIED SERVICES AGREEMENT**

The undersigned does hereby certify to the Governing Board of the District as follows:

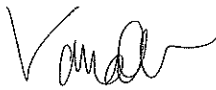
Nest Speech and Language

I am a representative of the Therapy, APC. ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

**COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Contractor which upon receipt will immediately notify the District of the results.

Contractor's responsibility for COVID-19 clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Name of Contractor: Nest Speech & Language Therapy, APC

Signature: 

Print Name and Title: Vana Ashdjian M.A. CCC-SLP/ Owner

Date: 3/8/2023

**EXHIBIT “F”**


**GOVERNOR EXECUTIVE ORDER N-6-22**

On March 4, 2022, California Governor Newsom issued Order N-6-22 requiring state agencies to take steps to ensure any agency and entity under contract with state agencies comply with the Federal Order (<https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>; “State Order”).

Your Firm, if it enters into a contract with the District, must comply with the economic sanctions imposed in response to Russia’s actions in Ukraine, including the orders and sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>).

As part of this procurement, **if the contract value of this procurement is \$5 million or more**, please include in your Response the following:

- (1) a statement that your Firm is in compliance with the required economic sanctions of the Federal and State Orders;
  
- (2) the steps your Firm has taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.

Name of Contractor: Nest Speech & Language Therapy, APC  
Signature:   
Print Name and Title: Vana Ashdjian M.A. CCC-SLP /  
Owner  
Date: 3/8/2023

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 16

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Dr. Debra E. Rinder, Executive Director, Special Education

SUBJECT: **Approval of Additional Services Agreement Between Glendale Unified School District and Sign Up Interpreting Services, LLC**

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The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Sign Up Interpreting Services, LLC in an amount not to exceed \$30,000 for providing contracted service providers to meet the needs of students.

Sign Up Interpreting Services, LLC is an agency that provides Sign Language interpreters and Captioning services. At its meeting of July 12, 2022, the Board of Education approved a contract with Sign Up Interpreting Services, LLC in the amount of \$25,000. Due to the increased staffing demand, it is estimated that an additional \$30,000 will be needed to cover services for the remainder of the 2022-2023 school year.

Special Education resources will be used to pay for these services.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***



**GLENDALE UNIFIED SCHOOL DISTRICT**  
223 North Jackson Street  
Glendale, CA 91206  
(818) 241-3111

**SERVICES AGREEMENT**

This Agreement for Professional Services (“Agreement”) made and entered into by and between the Glendale Unified School District (“District”), a public entity, and Sign Up Interpreting Services, LLC, herein after referred to as (“Contractor”).

The Parties do hereby contract and agree as follows:

1. **Term**

Contractor shall commence providing services under this Agreement on or about March 1, 2023 and will diligently perform as required and complete performance by June 30, 2023

2. **Scope of Services**

Provides Sign Language Interpreting & CART Services.

Contractor’s specific program and services performed is described in “Scope of Work” attached hereto as Addendum A and fully incorporated herein.

3. **Compensation**

District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement as set forth in Addendum A “Scope of Work.” District shall pay Contractor the amount set forth in Addendum B “Cost Proposal” according to the following terms and conditions: \$30,000.00 (Thirty thousand dollars).

Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses**

District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District that are not specifically identified in Addendum B “Cost Proposal” and factored into the compensation paid by the District to the Contractor.

5. **Materials**

Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement.

6. **Independent Contractor**

In the performance of this Agreement, Contractor shall be and act as an independent contractor. Contractor 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 to employees of the District and/or to which District’s employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers’ Compensation. Contractor 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 Contractor’s employees. In the performance of the work herein contemplated, Contractor 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. **Joint Employer**

Neither Party shall be deemed a joint employer of the other Party's employees. Each Party shall indemnify the other Party from and against claims made by the indemnifying Party's employees that they are co-employed by the other Party. The indemnification requirements set forth in paragraph 11 shall be applicable to the indemnification obligations of each Party under this paragraph. Neither Party's employees will be deemed "leased" employees of the other for any purpose. In connection with this Agreement, each Party is an independent contractor and does not have any authority to bind or commit the other.

#### 8. **Contractor's Employee Processing**

- (i) **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.
- (ii) **Fingerprinting and Criminal Background Check:** Contractor shall complete the background check requirements of California Education Code section 45125.1 for all of its employees who will be working on the District's school sites with students. The Contractor shall not staff the program with any employees who have been convicted of a violent felony listed in California Penal Code section 1192.7(c). The Contractor shall provide the District with fingerprinting/criminal background check for all employees who will be used to staff the program.
- (iii) **Tuberculosis Clearance:** Contractor will ensure that all of its employees who will be working on the District's school sites with students are determined to be free of active tuberculosis by a medical professional. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites are determined to be free of active tuberculosis.
- (iv) **COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites with students have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their



test results to Contractor which upon receipt will immediately notify the District of the results.

**9. Conduct on District Premises**

Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District's premises, possession or distribution of contraband, or the access to, and security of, the District's real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the District's premises. The operation of vehicles by the Contractor's personnel on the District's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on the District's property and involving either Party's personnel shall be reported promptly to the appropriate Party. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the District's premises, Contractor's personnel shall wear and clearly display identification badges or tags, as approved by the District. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. Contractor's personnel should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

**10. Anti-Discrimination**

District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor 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 Contractor agrees to require like compliance by all of its subcontractor(s).

**11. Indemnification**

To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, contractors, employees, trustees, and volunteers ("the Indemnified Parties") from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity ("Claim"), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors' and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential



damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the Indemnified Parties.

**12. Limitation of District Liability**

Other than as provided in this Agreement, the 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 the 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.

**13. Confidentiality**

The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor 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. Both Parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other Party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other Party, its affiliates, or its customers. Both Parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third Party or used for unauthorized purposes. Each Party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both Parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each Party is bound by this Agreement. Upon request of the owner of the confidential information, the other Party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph do not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other Party; 2) was lawfully in District's or Client's possession without restriction as to use or disclosure before its receipt from the other Party; 3) is received from, or was made available to, a third Party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing Party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the Party required to make the disclosure under the law shall give prompt notice of this to the other Party prior to such disclosure so that the other Party may seek an appropriate protective order or give its consent to such disclosure.



#### 14. Insurance

The Contractor 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
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
<b>Professional Liability</b>	\$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer's Liability</b>	\$ 1,000,000

Contractor shall maintain 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 Contractor 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.

Contractor 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:

- (i) A clause stating: "SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION."
- (ii) Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.
- (iii) An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, contractors, 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 Contractor'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.
- (iv) All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.

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.



## **15. Termination**

- (i) **Without Cause by District:** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
- (ii) **Without Cause by Contractor:** Contractor may, upon sixty (60) days notice, with or without reason, **terminate** this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
- (iii) **With Cause by District:** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
  - a) Material violation of this Agreement by the Contractor;
  - b) Any act by Contractor exposing the District to liability to others for personal injury or property damage; or
  - c) Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor'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 Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor 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.

## **16. Certificates/Permits/Licenses**

Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.

## **17. Delivery**

Time of delivery of goods or services is of the essence in this Agreement. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor's expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.

///



**18. 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:**

**Glendale Unified School District**  
223 N. Jackson Street  
Glendale, California 91206  
ATTN: Arik Panossian

**Contractor:**

Sign Up Interpreting Services, LLC  
PO BOX 941  
Sunset Beach, CA 90742  
ATTN: Sabryna Ramos

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.

**19. Assignment**

The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

**20. No Rights in Third Parties**

This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

**21. 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. In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.

**22. Submittal of Documents**

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

- Signed Agreement
- Workers' Compensation Certification (Attached as Exhibit A)
- Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration (Attached as Exhibit C)
- Tuberculosis Clearance (Attached as Exhibit D)
- COVID-19 Vaccination Clearance (Attached as Exhibit E)
- Governor Executive Order N-6-22 (Attached as Exhibit F)

**23. Force Majeure Clause**

The Parties to the Contract shall be excused from performance thereunder during the time and to



the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, pandemic or epidemic, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other Party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the Party not performing.

24. **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, in the County of Los Angeles. 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.

25. **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.

26. **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.

27. **Provisions Required By Law Deemed Inserted**

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.

28. **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.

29. **Attorneys' Fees and 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 attorneys' fees.

30. **Headings**

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.

31. **Signature Authority**

Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

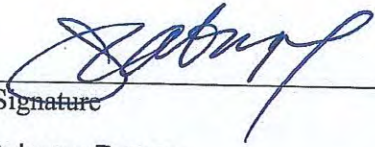
32. **Counterparts**

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

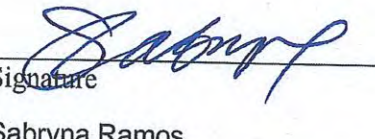
SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name: Sign Up Interpreting Services, LLC

By:   
Signature  
Sabryna Ramos  
Print Name

Owner  
Title  
Dated: March 13, 2023

By:   
Signature  
Sabryna Ramos  
Print Name

CEO  
Title  
Dated: March 13, 2023

\*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary; 2) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

**Information regarding Contractor:**

License No.:  
A279815

Employer Identification Number:  
90-0833107

Address: PO BOX 941  
Sunset Beach, CA 90742

Telephone: 657-464-4192 or 626-622-7192  
Email: singupasl@gmail.com

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: \_\_\_\_\_
- Limited Liability Company

Other: \_\_\_\_\_

**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 Contractor to furnish the information requested in this section.**



**Glendale Unified School District**

By: \_\_\_\_\_  
Signature  
**Dr. Kelly King**  
\_\_\_\_\_

Print Name

Assistant Superintendent Educational Services  
\_\_\_\_\_  
Title

Dated: \_\_\_\_\_, 20<sup>23</sup>

**ADDENDUM A**

**SCOPE OF WORK**

**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

Consultant, as needed, to provide Sign Language Interpreting & CART Services.

## ADDENDUM B

### “Cost Proposal”

#### STANDARD Rate:

For INTERPRETING requests made with more than two business days' notice  
\$85.00/hour per interpreter during the hours of 8:00am-5:00pm, Monday to Friday  
For CAPTIONING requests made with more than two business days' notice  
\$115.00/hour per interpreter during the hours of 8:00am-5:00pm, Monday to Friday

#### WEEKEND / AFTER-HOURS Rate:

For INTERPRETING requests made with more than two business days' notice  
\$105.00/hour per interpreter for weekend/evening (after 5:00pm and prior to 8:00am)  
For CAPTIONING requests made with more than two business days' notice  
\$135/hour per interpreter for weekend/evening (after 5:00pm and prior to 8:00am)

#### OVERNIGHT Rate:

For requests provided between the hours 10:00pm and 6:00am will have an additional charge of 25%/hr

#### SPECIALTY Rate:

For requests made with more than two business days' notice Special requests such as assignments of a complex nature, a third language, or those with a potential legal ramification may require two interpreters.  
\$125.00 - \$200.00/hr per interpreter

#### EMERGENCY Rate:

For requests made with less than two business days' notice Additional 25% per hour (2hr minimum) per interpreter/captioner

Any assignment exceeding two hours or of a complex nature should be teamed with two interpreters/captionists. If an assignment lasts longer than two (2) hours and a team is unavailable, the un-teamed assignment will be billed at a rate equivalent to two (2) interpreters/captionists. After, half hour increment charges will apply.

#### Additional Charge:

Incidentals such as parking, public transportation, mileage, or other fees reasonably incurred as a result of transportation may be charged.

Cancellations must be made prior to two business days of the pre-arranged assignment; otherwise the entire time frame of the confirmed assignment will be charged.

**EXHIBIT "A"**

**WORKERS' COMPENSATION CERTIFICATION**

California 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: March 13, 2023

Name of Contractor: Sign Up Interpreting Services, LLC

Signature: 

Print Name and Title: SABRINA RAMOS, CEO

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the California Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)



**EXHIBIT "B"**

**FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

*In accordance with the Department of Justice (DOJ) fingerprint and criminal background investigation requirements of California Education Code section 45125.1 et seq.*

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

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor'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 Contractor, 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.

- The Contractor qualifies for a project specific waiver of the Department of Justice (DOJ) fingerprint and criminal background investigation for the following reason(s) permitted by Education Code section 45125.1 et seq. and approved by the District.

**PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW:**

- The Contractor, its employees, and subcontractors will have **NO CONTACT** with pupils.
- The Contractor, its employees, and subcontractors will have **LIMITED CONTACT** with pupils. (Attach information about length of time on school grounds, proximity of work area to pupil areas; whether Contractor or its employees will be working by themselves or with others, and any other factors that substantiate limited contact.) [Education Code section 45125.1 (c)]
- The Contractor, its employees, and subcontractors will have more than **LIMITED CONTACT** with pupils but will assure that **ONE (1) OR MORE** of the following methods are utilized to ensure pupil safety. [Education Code section 45125.2 (a)]  
**Check all methods to be used:**
  - 1) Installation of a physical barrier at the worksite to limit contact with students
  - 2) Continual supervision and monitoring of all employees of the Contractor by an employee of the Contractor who has not been convicted of a serious or violent felony as ascertained by the DOJ. **Contractor MUST attach DOJ Originating Agency Identification Letter and list of all employees that have successfully completed the fingerprinting and criminal background check clearance in accordance with the law (*Fingerprint Certification List*).**



- 3) Surveillance of all employees of the Contractor by OWNER AUTHORIZED REPRESENTATIVE.
- The services provided by the Contractor are for an "EMERGENCY OR EXCEPTIONAL SITUATION," such as when pupil health or safety is endangered or when repairs are needed to make school facilities safe and habitable." [Education Code section 45125.1(b)]

*By signing below, under penalty of perjury, I certify that the information contained on this certification form and attached employee list(s) is accurate. I understand that background clearance extends to all of Contractor's employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor. I understand that it is the Contractor's sole responsibility to maintain, update, and provide the District with current "Fingerprint and Criminal Background Check Certification," along with the employee list, throughout the duration of Contractor provided services.*

*The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.*

Date:

March 13, 2023

Name of Contractor or Company:

Sign Up Interpreting Services, LLC

Representative's Name and Title:

SABRYNA RAMOS, CEO

Signature:



**EXHIBIT "C"**

**NONCOLLUSION DECLARATION TO BE EXECUTED BY  
BIDDER AND SUBMITTED WITH BID**  
(Public Contract Code section 7106)


The undersigned declares:

I am the OWNER/CEO of SIGN UP INTERPRETING SVCS, LLC, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 3/13/2023 [date], at SUNSET BCH [city], CA [state].

  
Signature  
SABRYNA RAMOS  
Print Name



**EXHIBIT "D"**  
**TUBERCULOSIS CLEARANCE**

The undersigned does hereby certify to the Governing Board of the District as follows:


I am a representative of the <sup>Sign Up Interpreting Services, LLC</sup> \_\_\_\_\_ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

The Contractor has complied with the tuberculosis requirements of Education Code Section 49406 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the Contractor has verified that none of those employees have active tuberculosis. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or

Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: 3/13/2023  
Name of Contractor: Sign Up Interpreting Services, LLC  
Signature:   
Print Name and Title: SABRYNA RAMOS, CEO

**EXHIBIT "E"**

**COVID-19 VACCINATION ADDENDUM**  
**TO**  
**GLENDALÉ UNIFIED SERVICES AGREEMENT**

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the <sup>Sign Up Interpreting Services, LLC</sup> \_\_\_\_\_ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

**COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Contractor which upon receipt will immediately notify the District of the results.

Contractor's responsibility for COVID-19 clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Name of Contractor: Sign Up Interpreting Services, LLC

Signature: 

Print Name and Title: SABRYNA RAMOS, CEO

Date: 3/13/2023



**EXHIBIT "F"**

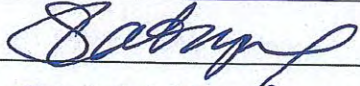
**GOVERNOR EXECUTIVE ORDER N-6-22**

On March 4, 2022, California Governor Newsom issued Order N-6-22 requiring state agencies to take steps to ensure any agency and entity under contract with state agencies comply with the Federal Order (<https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>; "State Order").

Your Firm, if it enters into a contract with the District, must comply with the economic sanctions imposed in response to Russia's actions in Ukraine, including the orders and sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>).

As part of this procurement, **if the contract value of this procurement is \$5 million or more**, please include in your Response the following:

- (1) a statement that your Firm is in compliance with the required economic sanctions of the Federal and State Orders;
- (2) the steps your Firm has taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.

Name of Contractor: Sign Up Interpreting Services, LLC  
Signature:   
Print Name and Title: SIABRYNA RAMOS, CEO  
Date: 3/13/2023



GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 17

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Lena Kortoshian, Director, Teaching & Learning

SUBJECT: **Approval of New Basic Textbook for Use in High Schools in the Area of History-Social Science**

---

The Superintendent recommends that the Board of Education approve new basic textbook (AP Human Geography, A Spatial Perspective, AP Edition) for use in high schools in the area of History-Social Science.

The basic textbook (*Human Geography A Spatial Perspective, AP Edition*) is submitted for review and discussion by the Board of Education. The book has been reviewed for content and evaluated by members of the History-Social Science Curriculum Study Committee (CSC). The Secondary Education Council has reviewed the information and made a recommendation of approval of the textbook to the Board of Education.

In accordance with Glendale Unified School District Board Policy 6161.1, the textbook was available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration.

**HIGH SCHOOLS**

**Department: History-Social Science**

AP Human Geography – Grades 9-12

Human Geography: A Spatial Perspective - AP Edition  
(Basic)

Authors: Sarah Bednarz, Mark Bockenbauer, Fred Hiebert

Published by Cengage Learning, 2021

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

Glendale Unified School District  
Consent Calendar No. 17  
April 4, 2023  
Page 2

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 18

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Chris Coulter, Executive Director, Secondary Instruction

PREPARED BY: Dr. Christin Molano, Coordinator III, College & Career Division

SUBJECT: **Approval of Modified Course of Study Outline for Use in High Schools in the Area of Career & Technical Education**

---

The Superintendent recommends that the Board of Education approve modified course of study outline (Design 3-4 Honors) for use in high schools in the area of Career & Technical Education.

The modified course of study outline (Design 3-4 Honors - *formerly Design 3-4*) is submitted for approval by the Board of Education. The course outline has been reviewed for content and evaluated by the members of the Career & Technical Education Curriculum Study Committee. The Secondary Education Council has reviewed the information and made a recommendation of approval of the course outlines to the Board of Education.

**HIGH SCHOOLS**

**Department:** Career Technical Education

Course Title: Design 3-4 Honors (*formerly Design 3-4*)

Grade Level: 10-12

School(s)  
Course Offered: Clark Magnet High School

UC/CSU Approved (Y/N: Subject): Yes, "G" Elective

Course Credits: 10

Glendale Unified School District  
Consent Calendar No. 18  
April 4, 2023  
Page 2

Recommended  
Prerequisite: Design 1-2

Recommended  
Textbook: Graphic Communications, Z.A. Prust, 2010, The Goodheart  
Wilcox Company, Inc. Fifth Edition

Course Overview: This course will continue expanding the student’s knowledge of media and techniques used in creating expressive two-dimensional designs using industry standard software such as Adobe Illustrator and Photoshop. Students will identify and use the fundamental principles and elements of visual communication. They will familiarize themselves with design concepts beginning with hands-on problem solving exercises and abstract visual experimentation. Students will also show an understanding of historical contributions and cultural dimensions of Design/Art in addition to developing a portfolio.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

Glendale Unified School District

High School

Date

Department: Career & Technical Education

Course Title: Design 3-4 Honors

Course Code:

Grade Level(s): 10, 11, 12

School(s): Clark Magnet High School  
Course Offered

UC/CSU Approved Yes  
(Y/N, Subject):  
Course Credits: 10

Recommended  
Prerequisite: Design 1-2

Recommended  
Textbook: Graphic Communications, Z.A. Prust, 2010, The Goodheart-Wilcox  
Company, Inc. Fifth Edition

Course Overview: This course will continue expanding the student's knowledge of media and techniques used in creating expressive two-dimensional designs using industry standard software such as Adobe Illustrator and Photoshop. Students will identify and use the fundamental principles and elements of visual communication. They will familiarize themselves with design concepts beginning with hands-on problem solving exercises and abstract visual experimentation. Students will also show an understanding of historical contributions and cultural dimensions of Design/ Art in addition to developing a portfolio.

Materials:

HP ZBook Laptops with Pens, Headphones, and Mice  
Adobe Illustrator and Adobe Photoshop Software  
HP laserjet Color Printer and Ink  
HP DesignJet Z5600 PostScript Printer  
Printer Paper of various sizes, quality, texture, and weight  
Drawing and Painting Paper  
Watercolor and Acrylic paint and Paintbrushes  
Paper Palettes  
Rulers of various sizes and kinds

Design 3-4 Honors  
Drawing Compasses

X-Acto Knives  
Cutting Boards  
Double Sided Tape  
Drawing Pencils, Color Pencils, and Markers  
Erasers and Pencil Sharpeners  
Presentation Boards

Course Content:

**First Semester**

**Unit 1: Orientation and Review**

(1 week)

CTE State Standards for Arts, Media, and Entertainment: Knowledge and Performance Anchor Standards.

10.2 Comply with the rules, regulations, and expectations of all aspects of the Arts, Media, and Entertainment sector.

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A2.7 Create original works of art of increasing complexity and skill in a variety of media that reflect their feelings and points of view.

- A. Students will review the class rules, expectations, studio procedures, vocabulary, and the use of materials and tools. It is important for students to review these concepts in order to start the year with confidence. Students will use critical thinking skills to brainstorm, share, and sketch their ideas for their first design project "Connecting Through Art". Student interviews and classroom discussions will also be used as part of a diagnostic assessment.
- B. Students review the rules, expectations, and procedures of the class. Students share their personal experiences of the current world events and sketch their ideas. Students learn to express themselves creatively as a form of introduction to the Design class.

**Unit 2: Connecting Through Art**

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards.

A. Design, Visual, and Media Arts Pathway. A1.0 Demonstrate ability to reorganize and integrate visual art elements across digital media and design applications. A2.6 Create an artistic product that involves the effective use of the elements of art and the principles of design. A3.3 Identify contemporary styles and discuss the diverse social, economic, and political developments reflected in art work in an industry setting.

- A. Students will use the Adobe Illustrator software or other art mediums



### Design 3-4 Honors

to create a composition for the Connecting Through Art Project. They will use critical thinking skills to brainstorm ideas, express their experiences, conceptualize the design, and create a strong

composition. Final design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.

- B. Students work on and turn in the Connecting Through Art Project where they express their personal experiences during current world events and connect to others. Students will focus on creating a strong and balanced composition.

### Unit 3: PTA Reflections

(3 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A1.0 Demonstrate ability to reorganize and integrate visual art elements across digital media and design applications. A2.6 Create an artistic product that involves the effective use of the elements of art and the principles of design. A3.2 Describe how the issues of time, place, and cultural influence are reflected in a variety of artistic products.

- A. Students will design an artwork for the Annual PTA Reflection Art Contest. They will start by brainstorming and sketching their ideas. Students will follow the rules and guidelines for the artwork set by the PTA. Students will use critical thinking skills to conceptualize the scene and create a strong composition. Final design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.
- B. Students work on the current theme of the PTA Reflections and participate in the competition. This unit is very exciting for students since they get to compete and showcase their artwork. Students who choose to enter the competition will also receive certificates and recognition for their participation.

### Unit 4: History of Graphic Design

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway. A1.5 Research and analyze the work of an artist or designer and how the artist's distinctive style contributes to their industry production. A4.5 Analyze and articulate how society influences the interpretation and effectiveness of an artistic product.

CTE State Standards for Arts, Media, and Entertainment: Knowledge and Performance Anchor Standards. 2.5 Communicate information and ideas effectively to multiple audiences using a variety of media and formats.

## Design 3-4 Honors

- A. Students will work in groups of 3-4 to research and prepare a slide presentation about the History of Graphic Design (1940's – 2000's). Each group will be given a decade and each student will pick a designer from that particular decade. Students will individually research their own designer's biography, artistic style and contributions to the field of Graphic Design. They will also collaborate to create a slide show presentation for the decade. Students will use critical thinking skills to compare and contrast the evolution of graphic design throughout the decades. They will present their slide show to the entire class as part of a diagnostic assessment. Students will also take a short quiz as part of a formative assessment.
- B. Students will conduct research about a famous designer from the past. They will also collaborate with their classmates to create a slide show presentation about the History of Graphic Design and present it to the entire class.

### Unit 5: Emulate a Designer

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway. A1.5 Research and analyze the work of an artist or designer and how the artist's distinctive style contributes to their industry production. A1.9 Analyze the material used by a given artist and describe how its use influences the meaning of the work. A4.5 Analyze and articulate how society influences the interpretation and effectiveness of an artistic product.

- A. Students will create a design emulating the designer they chose to research in Unit 4. They will use critical thinking skills to brainstorm ideas for their design and conceptualize the layout, style, and color scheme of their design. Students will consider factors such as the artist's artistic style, genre, design trends of the decade, and color schemes used by the designer. Final design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.
- B. Students create a design by emulating a famous designer of their choice. Their artwork will closely emulate the artistic style of the designer and reflect the designs created during that particular decade.

### Unit 6: Typography Portrait

(3 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway. A1.8 Compare how distortion is used in a variety of media to modify the message being communicated. A2.1 Demonstrate skill in the manipulation of digital imagery

### Design 3-4 Honors

(either still or video) in an industry-relevant application. A2.6 Create an artistic product that involves the effective use of the elements of art and the principles of design.

- A. Students will follow a step-by-step tutorial and practice manipulating text using Adobe Illustrator. They will practice critical thinking skills to brainstorm ideas on their choice of the subject matter and conceptualize the techniques they will use to manipulate text. Students will also carefully consider the words and phrases that relate or describe their chosen individual and create a typography portrait. Final design of the portrait will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.
- B. Students will learn to manipulate text and create a unique Typography Portrait. Students will utilize and focus on shapes, patterns, and movement throughout the composition as part of their ongoing exploration of elements/principles of design.

### Unit 7: Aviation Design

(3 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A2.2 Demonstrate personal style and advanced proficiency in communicating an idea, theme, or emotion in an industry-relevant artistic product. A2.6 Create an artistic product that involves the effective use of the elements of art and the principles of design. A2.7 Create original works of art of increasing complexity and skill in a variety of media that reflect their feelings and points of view.

- A. Students will create a design following the annual theme chosen by the Hollywood Burbank Airport. Students will use critical thinking skills to brainstorm ideas for the current theme, conceptualize the overall composition, and create a strong digital design. For this project, students will have the opportunity to participate in a real life design competition as part of the community. Students who win the competition will have their design displayed at the airport for one year. This is a great opportunity for students to compete and showcase their artwork on a larger scale.
- B. Students will participate in a real life Aviation Design project and submit their work to a competition. They will learn about aviation and get an exciting opportunity to have their work displayed at The Hollywood Burbank Airport.

### Unit 8: Portfolio Compilation and Final Exam

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A.

## Design 3-4 Honors

### Design, Visual, and Media Arts Pathway.

A2.5 Compile a portfolio of multiple original two- and three-dimensional works of art that reflect technical skills in an industry-relevant application.

CTE State Standards for Arts, Media, and Entertainment: Knowledge and Performance Anchor Standards. Identify and ask significant questions that clarify various points of view to solve problems. 11.5 Create a portfolio, or similar collection of work, that offers evidence through assessment and evaluation of skills and knowledge competency as contained in the anchor standards, pathway standards, and performance indicators

- A. Students will put together a digital portfolio of their best design pieces. They will create a Google slide-show presentation of their portfolio to share with the class. Each piece will have the title, date, medium used and a short artist's statement. Portfolio critique will be held as part of a diagnostic assessment. Students will also study, review, and take a final exam. The final exam will include questions from all 7 units of study. Questions will be in multiple choice and short answer format as part of a summative assessment.
- B. Students will turn in a digital portfolio and collaborate during the review for the final exam. They will have time to review, study, and take the final exam.

## Second Semester

### Unit 1: Healthy Food Packaging Design

(4 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A2.1 Demonstrate skill in the manipulation of digital imagery (either still or video) in an industry-relevant application. A2.6 Create an artistic product that involves the effective use of the elements of art and the principles of design. A4.4 Analyze the relationship between the artist, artistic product and audience in both an existing and self-generated project. A4.5 Analyze and articulate how society influences the interpretation and effectiveness of an artistic product.

- A. Students will work with a partner to create a packaging design for a healthy food package of their choice. Students will use critical thinking skills to solve the problems and challenges they will encounter as they create an advanced level packaging design. This unit will start with a design brief asking students to research, identify, and write down all the different elements of food packaging and marketing. Students will also research healthy foods and organic/natural ingredients. They will create an ingredients label, a logo, and research various templates. The packaging needs to follow all the FDA guidelines and requirements. Final design will be submitted digitally and will be printed out and constructed by students. An annotated rubric will be used to assess student work. Critiques and classroom discussions will be used as part of a diagnostic assessment. Students will also take a short quiz as part of a formative

Design 3-4 Honors  
assessment.

- B. Students will create a Healthy Food Packaging Design using a template and design of their choice. This is a real life complex project where students get to experience the process of packaging design from conceptualization to construction.

### Unit 2: Advertising Design

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A.

Design, Visual, and Media Arts Pathway. A4.4 Analyze the relationship between the artist, artistic product and audience in both an existing and self-generated project. A4.5 Analyze and articulate how society influences the interpretation and effectiveness of an artistic product.

CTE State Standards for Arts, Media, and Entertainment: Knowledge and Performance Anchor Standards. 5.4 Interpret information and draw conclusions, based on the best analysis, to make informed decisions.

- A. Students will review the best practices, vocabulary, elements, and guidelines of creating powerful advertising layouts and designs. They will use critical thinking skills to analyze layouts and compositions, sketch their ideas while brainstorming, and create an advertisement for the food packaging from unit 2. Final advertising layout and design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment. Students will also take a short quiz as part of a formative assessment.
- B. Students will create successful advertisement layouts. Advertising will help students think about how to attract the attention of their target market and audience through their designs.

### Unit 3: Childhood Memories Booklet

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A.  
Design, Visual, and Media Arts Pathway.

A1.0 Demonstrate ability to reorganize and integrate visual art elements across digital media and design applications. A2.1 Demonstrate skill in the manipulation of digital imagery (either still or video) in an industry-relevant application. A2.2 Demonstrate personal style and advanced proficiency in communicating an idea, theme, or emotion in an industry-relevant artistic product. A2.6 Create an artistic product that involves the effective use of the elements of art and the principles of design.

- A. Students will create a multi-page booklet of their childhood memories. They will use critical thinking skills to create an effective layout with an effortless visual flow of images and text. They will add their favorite

### Design 3-4 Honors

memories, stories, photos, and experiences. Students will transform their favorite childhood memories into a visually powerful design by brainstorming ideas, conceptualizing, and creating a strong composition. Final design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.

- B. Students will create a booklet full of their best childhood memories. They will print, trim, staple, and put their booklet together as a professional piece of artwork.

### Unit 4: Movie Poster

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A1.4 Select industry-specific works and analyze the intent of the work and the appropriate use of media. A2.1 Demonstrate skill in the manipulation of digital imagery (either still or video) in an industry-relevant application. A4.3 Analyze the aesthetic value of a specific commercial work of art and defend that analysis from an industry perspective.

- A. Students will pick an upcoming movie of their choice and create a poster for that movie. They will watch tutorials and educational videos on creating a successful movie poster. They will also compile images and information critical to the movie poster design. Students will analyze current industry designs and the differences in image dominant and headline dominant designs. They will use this knowledge to create their composition. Final design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.
- B. Students will create a successful and professional movie poster. They will combine images, text, and special effects using Adobe Photoshop and Illustrator.

### Unit 5: Careers in Art/Design

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A5.2 Explore the role of art and design across various industry sectors and content areas. A5.4 Predict how changes in technology might change the role and function of the visual arts in the workplace.

CTE State Standards for Arts, Media, and Entertainment: Knowledge and Performance Anchor Standards. 2.5 Communicate information and ideas effectively to multiple audiences using a variety of media and formats.



## Design 3-4 Honors

- A. Students will work in groups of 2-3 to research and prepare a slide presentation about Careers in Art/Design. Each student will be given a career to research with specific guidelines and instructions. Each group will also collaborate to create a slideshow presentation. Students will use critical thinking skills to analyze, compare and contrast the requirements, education, and demands of the different career options. They will present their slide show to the entire class as part of a diagnostic assessment. Students will also take a short quiz as part of a formative assessment.
- B. Students will conduct research about art/design career options. They will also collaborate with their classmates to create a slide show presentation and present it to the entire class.

### Unit 6: Career Poster

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A1.4 Select industry-specific works and analyze the intent of the work and the appropriate use of media. A2.1 Demonstrate skill in the manipulation of digital imagery (either still or video) in an industry-relevant application. A4.3 Analyze the aesthetic value of a specific commercial work of art and defend that analysis from an industry perspective

- A. Students will create an informative poster for the career they researched in unit 6. They will analyze current industry poster designs, rules, and guidelines to create successful and visually appealing posters. The posters need to include important information such as skills, education, work environment, and salary information. Students will combine images and text in an organized, carefully aligned, and creative composition. Final design will be submitted digitally and an annotated rubric will be used to assess student work. Critiques, short answers, and classroom discussions will also be used as part of a diagnostic assessment.
- B. Students will create successful and professional career posters. They will combine images and text using Adobe Photoshop and Illustrator. We can put up the posters in the classroom for all design students.

### Unit 7: Redesigning Currency

(3 weeks)

CA Standards for Career Practice

4. Apply technology to enhance productivity. 5. Utilize critical thinking to make sense of problems and persevere in solving them. 10. Demonstrate creativity and innovation. 11. Employ valid and reliable research strategies.

### Design 3-4 Honors

Industry Sector Anchor Standard : 2.6, 4.0, 4.1, 4.3,5,4,7,4,7,8,8,6

Pathway Standard : A1.0, A1.2, A2.0, A2.1, A2.4, A2.6A3.2, A4.2, A5.5, A8.1

- A. In this unit students will research historical and cultural traditions including art/design of another country of their choice and redesign the currency of that country. Students will analyze the existing currency of their chosen country and decide what and why they would like to improve in their own version of the currency. They will research the culture of the county and collect important images to be used in their own design.
- B. Students will draw three different thumbnail sketches for four different bills. After choosing one final design, they will create 4 color layouts, one for each bill. Students will digitally design the currency, print and turn it in. Weekly progress checks will be made every week during the process.

### Unit 8: Board Game Design

(3 weeks)

CA Standards for Career Practice

1. Apply appropriate technical skills and academic knowledge 4. Apply technology to enhance productivity, 5. Utilize critical thinking to make sense of problems and persevere in solving

them. 10. Demonstrate creativity and innovation. 11. Employ valid and reliable research strategies.

Industry Sector Anchor Standard : 2.6, 4.0, 4.1,4,3,5,2, 5.3,5,4, 6.3, 6.4,6,6,7,2,7.4, 7.5, 8.2, 9.7, 10.2, 10.3 Pathway Standard : A1.0, A1.2, A2.0, A2.1, A2.6, A2.9, A4.0, A4.4, A5.7, A8.1, A8.2, A8.7

- A. Students will design a board game of their choice. The design process will include the following criteria; Board game designed using Adobe Illustrator Accessories such as money, etc. Instructions on how the game is played. They will also do research, Search board games, images online and read how each game is played, collect images of different board layouts, styles, themes, rules, instructions, game pieces, etc. The design process will include the following; Designing the layout, Choosing colors, Designing the players and creating the game rules.
- B. Students will only use the graphics they create. They will focus on the quality of the graphics, aesthetics of their board and overall neatness and craftsmanship. After students finish designing each part of the board game, they will print the final design and paste it on a board. They will also design and create the accessories for the board game. Weekly progress checks will be made every week during the process.

### Unit 9: Portfolio Compilation and Final Exam

(2 weeks)

CTE State Standards for Arts, Media, and Entertainment Pathway Standards. A. Design, Visual, and Media Arts Pathway.

A2.5 Compile a portfolio of multiple original two- and three-dimensional works of art

### Design 3-4 Honors

that reflect technical skills in an industry-relevant application.

CTE State Standards for Arts, Media, and Entertainment: Knowledge and Performance Anchor Standards. 5.1 Identify and ask significant questions that clarify various points of view to solve problems. 11.5 Create a portfolio, or similar collection of work, that offers evidence through assessment and evaluation of skills and knowledge competency as contained in the anchor standards, pathway standards, and performance indicators

- A. Students will put together a digital portfolio of their best design pieces. They will create a Google slide-show presentation of their portfolio to share with the class. Each piece will have the title, date, medium used and a short artist's statement. Portfolio critique will be held as part of a diagnostic assessment. Students will also study, review, and take a final exam. The final exam will include questions from all 7 units of study. Questions will be in multiple choice and short answer format as part of a summative assessment.
  
- B. Students will turn in a digital portfolio and collaborate during the review for the final exam. They will have time to review, study, and take the final exam.

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 19

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

SUBJECT: **Approval of Revisions to Board Policy 5145.9 - Hate Speech and Hate-Motivated Conduct**

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The Superintendent recommends that the Board of Education approve revisions to Board Policy (BP) 5145.9 (Hate Speech and Hate-Motivated Conduct) to include parent/guardian notification of incidents of hate speech and hate-motivated behavior for both the victim and student who perpetrated the act and additional clarification on how this policy applies to expression on social media and conduct in the community. Language has also been amended regarding allowable reasons to suspend a student.

**BP 5145.9 - Hate Speech and Hate-Motivated Conduct**

CSBA Update: June 2021  
Last GUSD Update: November 2021

Based on input received from Board members at the February 21, 2023, Board of Education meeting, additional language has been included to include parent/guardian notification of incidents of hate speech and hate-motivated behavior for both the victim and student who perpetrated the act and additional clarification on how this policy applies to expression on social media and conduct in the community. Additionally, at the request of a Board member, the phrase, "when hate speech is unprovoked and targeted at other student(s) or staff" has been removed from Page 2 as an allowable reason to suspend a student.

A copy of the proposed revised policy is attached to this memo.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

Glendale Unified School District  
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***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

Students - Welfare

Hate Speech and Hate-Motivated Conduct

The Board of Education is committed to providing a respectful, inclusive, and safe learning environment that protects students from discrimination, harassment, intimidation, bullying, and other conduct motivated by hate.

“Hate speech” is defined as abusive, threatening, insulting, harassing or intimidating speech, writing or symbols directed or targeted at another individual or group of individuals, which (1) infringes on their right to be secure or left alone at school; and (2) which expresses prejudice against a particular group motivated by hostility towards the other individual’s real or perceived characteristics, including, but not limited to, race, color, ancestry, nationality, national origin, immigrant status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, gender, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55. A student’s use of hate speech shall be considered prohibited discrimination and a hate motivated act. Hate speech communicates a message of intolerance, and discrimination and creates an actual or reasonably foreseeable substantial disruption to the educational environment, and negative psychological impact on students.

Hate-motivated conduct is any action intended to cause emotional suffering, physical injury, or property damage through intimidation, harassment, bigoted slurs or epithets, force or threat of force, or vandalism motivated in part or whole by bias or hostility towards the victim’s real or perceived race, color, ancestry, nationality, national origin, immigrant status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, gender, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55.

The Superintendent or designee shall design strategies to promote harmonious relationships among students, prevent incidents of hate speech and hate-motivated conduct to the extent possible, and address such incidents if they occur.

The Superintendent or designee shall collaborate with regional programs and community organizations to promote an environment where diversity is celebrated and hate speech and hate-motivated conduct is not tolerated. Such collaborative efforts shall focus on the development of effective prevention strategies and response plans, provision of assistance to students affected by hate speech and hate-motivated conduct, and/or education of students who have perpetrated hate-motivated acts.

The District shall provide students with age-appropriate instruction that:



Students - Welfare

Hate Speech and Hate-Motivated Conduct

1. Explains that hate speech and all discriminatory conduct is not acceptable.
2. Explains the harm and dangers of explicit and implicit biases.
3. Discourages discriminatory attitudes and practices.
4. Promotes an understanding, awareness, appreciation, and respect for human rights, diversity, and acceptance in a multicultural society.
5. Includes the development of social-emotional learning.
6. Provides strategies to manage conflicts constructively.

This policy shall also apply to expression on social media and conduct in the community, when the speech has some nexus to the school. As defined in Board Policy 5131 Conduct, prohibited student conduct includes: discrimination, harassment, intimidation, or bullying of students or staff, including hate-motivated behavior, cyberbullying, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption to the school program.

As a general rule, any student who uses hate speech shall be first counseled about the use of hate speech, educated about the history and social ramifications of the speech, and told that messages and other acts of hate, intolerance, and discrimination are unacceptable at school and, if continued, will lead to further discipline, up to and including suspension and involuntary transfer to another District school. Parents/guardians of students who use hate speech or engage in a hate-motivated act will be notified by school staff.

Suspension and expulsion for hate speech shall be implemented as appropriate and to the extent allowable by law. Suspension and expulsion shall be reserved for students whose use of hate speech has continued to occur after attempts to counsel and educate the student about appropriate speech and behavior; when the hate speech is linked to other serious misconduct; or when the behavior is severe or pervasive as defined in Education Code 48900.4.

The District shall provide counseling, guidance, and support to students who are victims of hate speech and/or hate-motivated conduct. Parents/guardians will be notified of any incident in which their student was a victim of hate speech or hate-motivated behavior. A student safety plan will be developed with collaboration between school staff, parents/guardians and the student.

Students - Welfare

Hate Speech and Hate-Motivated Conduct

The Superintendent or designee shall provide staff with training on recognizing and preventing hate speech and hate-motivated conduct and on effectively enforcing rules for appropriate student behavior, as well as:

1. Promotes an understanding of diversity, equity, and inclusion.
2. Discourages the development of discriminatory attitudes and practices.
3. Includes social-emotional learning and nondiscriminatory instructional and counseling methods.
4. Supports the prevention, recognition, and response to hate-motivated acts.
5. Raises the awareness and sensitivity of staff to potentially prejudicial and discriminatory behavior.
6. Includes effective enforcement of rules for appropriate student conduct.

Employees who engage in hate-motivated acts shall be subject to disciplinary action, up to and including dismissal.

The Superintendent or designee shall ensure that the rules prohibiting hate speech and hate-motivated conduct and procedures for reporting a hate-motivated incident are provided to students, staff and parents/guardians.

This policy shall be posted in a prominent location on the District's web site in a manner that is readily and easily accessible to parents/guardians and students. (Education Code 234.6)

Complaints-Process

A student or parent/guardian who believes any student is a victim of hate speech or hate-motivated conduct is strongly encouraged to report the incident to a teacher, the principal, the District's compliance officer, or other staff member. Should the student or parent/guardian wish to make the report anonymously they may do so using the District's tip line.

Any staff member who is notified that a hate-motivated incident has occurred, observes such behavior, or otherwise becomes aware of an incident shall immediately contact the school's administration team (e.g. principal or assistant principal) who will then contact the District's compliance officer responsible for coordinating the District's investigation response to complaints

Students - Welfare

Hate Speech and Hate-Motivated Conduct

and complying with state and federal civil rights laws. As appropriate, the administrator shall also contact law enforcement. It is the responsibility of the school site's administration team to promptly and appropriately respond to hate-motivated incident while coordinating with the District's compliance officer.

Any complaint of hate speech or hate-motivated conduct shall be investigated and, if determined to be substantiated, shall be resolved in accordance with law and the District's uniform complaint procedures specified in AR 1312.3 - Uniform Complaint Procedures or other applicable procedure. If, during the investigation, it is determined that a complaint is about nondiscriminatory behavior, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Legal Reference: Education Code, Sections 200-262.4; 32282; 48900.3; 48900.4  
Penal Code, Sections 422.55; 422.6  
Code of Regulations, Title 5, Sections 4600-4670; 4900-4965  
Code of Regulations, Title 28, Section 35.107  
Code of Regulations, Title 34, Sections 100.3; 104.7; 106.8; 110.25  
Court Decisions:  
C.R. v. Eugene School District 4J, (9th Cir. 2016) 835 F.3d 1142  
Wymar v. Douglas County School District, (9th Cir. 2013) 728 F.3d 1062  
Tinker v. Des Moines Independent Community School District, (1969) 393  
U.S. 503

Policy Adopted: 01/14/2003

Policy Amended: 10/17/2017; 07/17/2018; 11/02/2021; 04/04/2023

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 20

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services  
Santhasundari Rajiv, Chief Financial Officer  
Dr. Chris Coulter, Executive Director, Secondary Instruction

SUBJECT: **Approval of Revisions to Board Policies Relating to Business and Noninstructional Operations; Students; and Instruction**

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The Superintendent recommends that the Board of Education approve revisions to Board Policies (BP) 3250 (Transportation Fees); BP 5148.2 (Before/After School Programs); BP 5148.3 (Preschool/Early Childhood Education) and BP 6164.2 (Guidance/Counseling) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

**BP 3250 – Transportation Fees**

CSBA Update: December 2022  
Last GUSD Update: August 2019

Board Policy (BP) 3250 is updated to reflect a new law (AB181, 2022), which exempts a student classified as unduplicated from paying a fee for transportation. The policy is also updated to include an optional waiver of transportation fees for any group of District students, at the recommendation of the Superintendent. Also, the provision regarding privacy moved from the Administrative Regulation (AR) to the BP.

**BP 5148.2 - Before/After School Programs**

CSBA Update: December 2022  
Last GUSD Update: April 2022

GUSD has revised the existing BP per the following:

- Clarifies that the BP applies to expanded learning opportunities beyond the regular school day, which may include before school, after school, summer, vacation, and/or intersessional programs.

- Reflects new laws (AB 181, 2022 and AB 185, 2022), which update the Expanded Learning Opportunities (ELO) program requirements for the 2022-23 school year and forward.
- Moves detailed information regarding various program collaboration requirements to the administrative regulation.

**BP 5148.3 - Preschool/Early Childhood Education**

CSBA Update: December 2022  
Last GUSD Update: April 2022

GUSD has revised the existing BP per the following:

- Reflects new laws (AB 210, 2022, AB 185, 2022 and SB 1047, 2022) to revise and update requirements for California State Preschool Programs (CSPP), including requirements related to dual language learners, children with exceptional needs, and enrollment data collection and reporting.
- Revised to reflect CSPP-specific new State regulations (Register 2022, No. 26).

**BP 6164.2 - Guidance/Counseling Services**

CSBA Update: September 2022  
Last GUSD Update: September 2017

Revisions to this policy reflect the CSBA recommended updates. The policy was discussed with all District counselors in October and November. The counselors gave feedback and requested some minor wording changes to better align the language of the BP with the California Association of School Counselors best practices.

Upon approval of the BPs, revisions will be made to the accompanying Administrative Regulations as needed following the normal District process.

Copies of the revised policies are attached to this memo.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2:*** *Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.*

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3:*** *Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.*

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4:*** *Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.*



Business and Noninstructional Operations

Transportation Fees

Whenever the cost of providing student transportation exceeds funding provided by the state, the Board of Education may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.

The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.

The transportation fee shall be waived for any student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth. (Education Code 39807.5)

At the recommendation of the Superintendent or designee, the Board may also approve a waiver of a transportation fee for any group of District students.

In addition, no charge shall be made for any transportation of a student with a disability. (Education Code 39807.5)

Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.

The Board shall certify to the County Superintendent of Schools that the district has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)

Legal Reference: Education Code, Sections 10900-10914.5; 10913; 35330; 39800-39860; 39801.5; 39807.5; 39809.5; 39837; 41850; 42238.02; 49014; 49557-49558; 56026

Code of Regulations, Title 5, Section 350

Court Decisions: Hartzell v. Connell, 35 Cal.3d 899 (1984)  
Arcadia Unified School District v. California Department of Education, (1992) 2 Cal. 4th 251

Policy Adopted: 02/04/2003

Policy Revised: 8/13/2019; 04/07/2023

Students - Welfare

Before/After School Programs

The Board of Education desires to provide learning opportunities for students beyond the regular school day that support the regular education in a supervised environment. In order to increase academic achievement of participating students, the content of such programs shall be coordinated with the District's vision and goals for student learning, local control accountability plan, curriculum, and academic standards.

Each program offered by the District shall be planned through a collaborative process as required by law. (Education Code 8422, 8482.5, 8484.75; 46120)

To the extent feasible, the District shall give priority to establishing expanded learning opportunities beyond the regular school day in low-performing schools and/or programs that serve low-income and other at-risk students.

Any After School Education and Safety Program (ASES), Expanded Learning Opportunities Program (ELO-P), or any other program to be established pursuant to Education Code 8421, 8482.3, 8484.75, or 46120, shall be approved by the Board.

The Superintendent or designee shall ensure that all staff who directly supervise students in the District's expanded learning opportunities programs possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities.

Each before-school, after-school, summer, vacation or intersessional expanded learning opportunities program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, each program may include support services that reinforce the educational component and promote student health and well-being.

A family fee may be charged to participating families based on the actual cost of services. However, for the ELO-P program, a family fee shall be waived for families with students who are eligible for free or reduced-price meals. (Education Code 8422)

For ASES or Expanded Learning Opportunities programs, no fee shall be charged for a student who is eligible for free or reduced-price meals, or a student who the District knows is a homeless youth or in foster care. In addition, family fees shall be calculated on a sliding scale that considers family income and ability to pay. (Education Code 8482.6, 46120)

Eligible students ages 11-12 years shall be placed in a before-school or after-school program, if and when available, rather than subsidized child care and development services. During the time that the before-school or after-school program does not operate, such students may be provided the option of enrolling in child care and development services in accordance with the priorities

Students - Welfare

Before/After School Programs

established in AR 5148 – Child Care and Development. (Welfare and Institutions Code 10273)

The Board and the Superintendent or designee shall monitor student participation rates and shall identify multiple measures that shall be used to evaluate program effectiveness. Such measures may include, but are not limited to, student outcome data; program self-assessments, feedback from staff, participating students, and parents/guardians; and observations of program activities.

Every three years, the Superintendent or designee shall review the after-school ELO-P program plan, including but not limited to, program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years.

Legal Reference: Education Code, Sections 8263; 8273.1; 8295-8305; 8322; 8350-8359.1; 8360-8370; 8420-8428; 8482-8484.65; 8484.7-8484.9; 8490-8490.7; 17260-17268; 17264; 35021.3; 45125; 45330; 45340-45349; 46120; 49024; 49430-49434; 49540-49546; 49553; 69530-69460  
California Welfare and Institutions Code, Section 10207-10490  
California Welfare and Institutions Code, Section 10273  
United States Code, Title 20, Sections 6311; 6314; 7171-7176  
United States Code, Title 42, Sections 11434a; 1766-1766a  
Code of Federal Regulations, Title 7, Section 226.17

Policy Adopted 03/15/2016

Policy Amended: 08/15/2017; 04/19/2022; 04/04/2023

Students - Welfare

Preschool/Early Childhood Education

The Board of Education recognizes the value of high-quality preschool experiences to enhance children's social-emotional development, knowledge, skills, and abilities. The Board desires to provide a supervised, and cognitively rich environment designed to facilitate the transition to kindergarten for three- and four- year old children.

The Superintendent or designee shall collaborate with the local child care and development planning council, the county office of education, other public agencies, organizations, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a comprehensive districtwide and/or countywide plan to increase children's access to high-quality preschool programs.

The Superintendent or designee shall provide information about preschool options in the community to parents/guardians upon request.

To receive preschool services, a child and the child's parent(s)/guardian(s) shall be required to provide evidence of residency in California. However, any person identified as experiencing homelessness shall only be required to submit a declaration that the person resides in California. (5 CCR 17745)

Preschool eligibility determinations shall be made without regard to a child's immigration status or that of the child's parent(s)/guardian(s) unless the child or the child's parent(s)/guardian(s) are under a final order of deportation from the United States Department of Homeland Security. (5 CCR 17745)

A. District Preschool Programs

When the Board determines it is feasible, the District may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near District schools, either directly or through a subcontract with a public or private provider.

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

The Board shall approve, for the District's preschool program, a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 17701-

Students - Welfare

Preschool/Early Childhood Education

17711 and the accompanying administrative regulation. (5 CCR 17701)

The Board shall set priorities for establishing or expanding services as resources become available, giving consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing District schools.

Preschool classroom needs shall be addressed in the District's facilities master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classroom and/or facilities available through partnering organizations or agencies.

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

The Superintendent or designee shall coordinate the District's preschool program, transitional kindergarten program (TK), and elementary education program to provide a developmental continuum that builds upon children's growing skills and knowledge.

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or child care program. (Education Code 8205, 48000)

The District's program shall be aligned with the preschool learning foundations and curriculum frameworks developed by the CDE which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. The program shall be designed to facilitate children's development in essential skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

The Superintendent or designee shall identify dual language learners in District preschool programs, and shall collect and report related data to CDE as required by Education Code 8241.5. The District's preschool program shall include activities and services that meet the needs of dual language learners for support in the development of their home language and English. (Education Code 8203)

The District's preschool program shall serve children with exceptional needs as required by Education Code 8208. Children with exceptional needs attending any CSPP program

Students - Welfare

Preschool/Early Childhood Education

shall be educated in the least restrictive environment in accordance with 20 USC 1412.

The District's preschool program shall provide appropriate services to support the needs of at-risk children.

To maximize the ability of children to succeed in the preschool program, the program shall support children's health through proper nutrition and physical activity and shall provide or make referrals to available health and social services as needed.

The District shall encourage volunteerism by families participating in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in District preschool programs possess the appropriate permit(s) issued by the Commission on Teacher Credentialing, meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

Preschool admission policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the age of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement. (CCR 17743; 22 CCR 101218.1)

The Superintendent or designee shall ensure that subsidized preschool is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8208, 8210, and 8211 and 5 CCR 17746-17748.

The Superintendent or designee shall recommend strategies to link the District's preschool programs with other available child care and development programs in the District or community in order to assist families whose child care needs extend beyond the length of time that the District's preschool program is offered.

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of preschool children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education



Students - Welfare

Preschool/Early Childhood Education

Code 8322)

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements. (5 CCR 17709-17711)

The District's uniform complaint procedures, with modifications as necessary, shall be used to investigate and resolve complaints alleging violation of applicable health or safety requirements for license-exempt programs operating under the California State Preschool Program. However, licensed programs shall refer complaints alleging health and safety violations to the California Department of Social Services. (Education Code 8212; 5 CCR 4610, 4611, 4690-4694, 17781)

The Superintendent or designee shall regularly report to the Board regarding enrollment in District preschool programs and the effectiveness of the programs in preparing preschoolers for the transition into the elementary education program.

Legal Reference: Education Code, Sections 8200-8340; 8203.5; 8205; 8207; 8208; 8209; 8210; 8211; 8212; 8213; 8214; 8217; 8220-8221; 8241; 8252-8254; 8298; 8322; 8489-8489.1; 17375; 44065; 44256; 48000; 48985  
Health and Safety Code, Sections 1596.70-1596.895; 1596.90-1597.21; 120325-120380  
Welfare and Institutions Code, Sections 10207-10215; 10207-10490; 10217-10224.5; 10225-10234; 10235-10238; 10240-10243; 10250-10252; 10260-10263; 10480-10487  
Code of Regulations, Title 5, Sections 4600-4670; 4690-4694; 14001-14036; 17700-17833; 17701-17711; 17746-17748; 18295; 80105-80125  
Code of Regulations, Title 22, Sections 101151-101191; 101151-101239.2; 101212-101231; 101237-101239.2  
Code of Regulations, Title 20, Sections 1400-1482; 6311-6322; 6391-6399  
United States Code, Title 42, Sections 9831-9852c; 9857-9858r  
Code of Federal Regulations, Title 45, Sections 1301.1-1305.2

Policy Adopted: 09/03/2013

Policy Amended: 12/11/2018; 02/02/2021; 04/19/2022; 04/04/2023

Instruction

Guidance/Counseling Services

The Board of Education recognizes that a structured, coherent and comprehensive counseling program promotes academic achievement and growth, and serves the diverse needs of all District students. The District shall provide an educational counseling program that offers students services and supports within a Multi-Tiered Systems of Support (MTSS) framework, in accordance with law. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career and vocational goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning and well-being.

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, school social work services, and/or implement equitable school programs and services that support students' academic and social emotional development and college and career readiness shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

Responsibilities of school counselors include, but are not limited to:

1. Engaging with, advocating for, and providing support for all students with direct services, such as individual counseling, group counseling, risk assessment, crisis response, and instructional services, including mental health and behavioral, academic, and postsecondary educational services and indirect services, including but not limited to, positive school climate strategies, teacher and parent consultations, and referrals to public and private community services.
2. Planning, implementing, and evaluating school counseling programs.
3. Working within a MTSS that uses multiple data sources to monitor and improve student behavior, attendance, engagement, and achievement.
4. Developing, coordinating, and supervising comprehensive student support systems in collaboration with teachers, administrators, other pupil personnel services professionals, families, community partners, and community agencies, including county mental health agencies.
5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services, and by developing a variety of intervention strategies, and using those strategies, to meet individual, group, and school community needs before, during, and after a crisis.

Instruction

Guidance/Counseling Services

6. Intervening to ameliorate school-related problems, including issues related to chronic absences.
7. Using research-based strategies to promote mental wellness, reduce mental health stigma, and to identify characteristics, risk factors, and warning signs of students who develop, or are at risk of developing, mental health and behavioral disorders and who experience, or are at risk of experiencing, mistreatment, including mistreatment related to any form of conflict or bullying.
8. Improving school climate and student well-being by addressing the mental and behavioral health needs of students during a period of transition, separation, heightened stress, and critical changes, accessing community programs and services to meet those needs, and providing other appropriate services.
9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs.
10. Providing counseling services for unduplicated students classified as English learners, or foster youth, homeless children, and students eligible for free or reduced-priced meals, including interventions and support services that enhance equity and access to appropriate education systems and public and private services.

Educational and Career Counseling

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. (Education Code 221.5)

The educational counseling program shall include academic counseling and postsecondary services, in the following areas (Education Code 49600):

1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans.
2. Optimizing progress towards achievement of proficiency standards and competencies.
3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes.

Instruction

Guidance/Counseling Services

4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid.
5. High-quality career programs at all grade levels in which students are assisted in doing all of the following:
  - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition.
  - b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success.
  - c. Developing self-efficacy for the changing work environment, the changing needs of the workforce, and the effect of work on quality of life.
  - d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options.
  - e. Understanding the value of participating in career technical education pathways, programs, and certifications, including, but not limited to, those related to regional occupational centers, the federal program administered by the United States Department of Labor offering free education and vocational training to students, known as "Job Corps," the California Conservation Corps, work-based learning, industry certifications, college preparation and credit, and employment opportunities.
  - f. Understanding the need to develop essential employable skills and work habits.
  - g. Understanding entrance requirements to the Armed Forces of the United States, including the benefits of the Armed Services Vocational Aptitude Battery (ASVAB) test.

The District's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with their peers, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and

Instruction

Guidance/Counseling Services

counseling regarding available options for students who fail to meet graduation requirements to continue with their graduation.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuations education. (Education Code 48431)

As part of the District's educational counseling program, students may be offered mental and behavioral health services under which a student may receive prevention, intervention, short-term counseling services, and mental health related classroom instruction to reduce stigma and increase awareness of counseling support services.

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 – Nondiscrimination in District Programs and Activities.

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that students' sex. (Education Code 221.5)

For assessing or counseling students, the District shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (See BP/AR 5125.1 regarding the release of directory information.)

The Superintendent or designee shall collaborate with businesses, government agencies, postsecondary institutions including universities and career technical schools, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities through college and/or career fairs.

When planning to hold a college or career fair, the Superintendent or designee shall notify each apprenticeship program in the county. The notification shall include the planned date, time and location of the college or career fair. (Labor Code 3074.2)

Personal or Mental Health Counseling

## Instruction

### Guidance/Counseling Services

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by their credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by the student's parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

A counselor shall consult with the Superintendent or designee and, as appropriate, with the District's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

### Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

In addition, the Superintendent or designee shall identify crisis counseling resources to train District staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

### Teacher-Based Advisory Program



Instruction

Guidance/Counseling Services

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

Legal Reference: Education Code, Sections 221.5; 44266; 48431; 49600-49604; 51250-51251; 51513  
Family Code, Sections 6920-6929  
Government Code, Section 6254  
Health and Safety Code, Section 124260  
Labor Code, Section 3074.2  
Penal Code, Sections 11166-11170  
Welfare and Institutions Code, Sections 5850-5883  
Code of Regulations, Title 5, Sections 4930-4931; 80049-80049.1; 80632-80632.5  
United States Code, Title 10, Section 503  
United States Code, Title 20, Sections 1232g; 7908  
Code of Federal Regulations, Title 34, Sections 99.1-99.67

Policy Adopted: 09/05/2017

Policy Amended: 04/04/2023

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDER NO. 21

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

PREPARED BY: Kristine Nam, Communications Director

SUBJECT: **Approval of Services Agreement with Diligent Community**

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The Superintendent recommends that the Board of Education approve a one-year services agreement with Diligent Community to provide an online platform for creating and distributing Board meeting agendas in the amount of \$15,000.

In order to streamline communications and maximize efficiency in the public information/superintendent's office, the superintendent recommends moving to an online board agenda platform with Diligent Community beginning with the 2023-24 school year. Staff will be trained throughout the spring with a plan to launch online board agendas with Diligent Community beginning in July.

The service contract will cost \$15,000 per year, which includes set-up, training, and ongoing technical support. This service is paid from the Unrestricted General Fund.

***TO SUPPORT 2021-2022 BOARD PRIORITY NO. 2 and 4: Foster a positive culture of learning - increase parent and family engagement opportunities; and Maintain district financial responsibility.***



**ORDER FORM**

This Order Form is made by and between Glendale Unified School District (“Client”) whose principal place of business is 223 North Jackson Street, Glendale, California, 91206, United States and Diligent Corporation (hereinafter “Diligent”), whose principal place of business is located at 1111 19th St NW, 9th Floor, Washington DC 20036. The Order Form is effective as of the **Effective Date**, as defined below. Each of Client and Diligent are a “Party” and are together the “Parties.” All amounts are in USD currency.

**A. Terms**

This Order Form, together with the applicable General Terms and Conditions as identified at <https://diligent.com/governance-cloud-terms-conditions> and the applicable Product Terms as identified at <https://diligent.com/product-terms>, form the entire agreement between the parties in respect of the products and services set forth in this Order Form (the “Agreement”). For purposes of this Agreement, in the event of any conflict between the Order Form and the General Terms and Conditions, the Order Form shall control. Notwithstanding anything to the contrary in any purchase order or other document provided by Client, any product or service provided by Diligent to Client in connection with a purchase order related to this Order Form is conditioned upon Client’s acceptance of the Agreement. Any additional, conflicting or different terms proffered by Client in a purchase order or otherwise shall be deemed null and void.

**B. Diligent Services**

**Subscriptions**

Description	Quantity	Annual Price Per	Total Annual Price
Diligent Community Subscription	1	\$15,000.00	\$15,000.00

**Total Annual Subscription Fee:** \$15,000.00

**One-Time Installation Fee:** \$0.00

Upon execution of this Agreement, Diligent will issue an invoice for the amount of \$15,000.00, plus applicable taxes.

Pricing is valid until April 29, 2023. If the Agreement received is executed by Client after this date, Diligent may accept or reject the Agreement in its sole discretion.

The “Effective Date” of this Agreement shall be the date of the Client’s signature, and the Initial Term of the Agreement shall run for 1 year from the Effective Date.

After the Initial Term, the term of the Agreement will automatically renew for additional 1 year Renewal Terms, unless either Party provides the other written notice of non-renewal no later than 30 days prior to the expiration of the Initial Term or any Renewal Term. For each year of the Term, pricing shall increase by 8.00% on each anniversary of the Effective Date. Any notices of non-renewal issued by Client to Diligent must be provided to [billing@diligent.com](mailto:billing@diligent.com). All Subscription Fees shall be payable on an annual basis in advance. All payments are due Net 30 days from the date of invoice.

**C. Notices And Client Information**

	Invoicing	Notices
<b>Client Contact Name:</b>		
<b>Address:</b>		



Agreement Number: Q-1066575

<b>Billing Contact:</b>		
<b>Phone:</b>		
<b>E-mail:</b>		
<b>Additional Email:</b>		
<b>VAT/Tax ID:</b>		
<b>Purchase Order:</b>		

**IF APPLICABLE:**  Tax-exempt Entity: Please attach a copy of your tax-exemption certificate to this order form.

**Notices to Diligent:**

Except as otherwise identified, all notices to Diligent shall be sent to:

Diligent Corporation  
111 West 33rd Street, 16th Floor, New York, NY 10120

[Legal@diligent.com](mailto:Legal@diligent.com)

IN WITNESS WHEREOF, the Parties hereto have executed the Agreement as of the Effective Date.

**Glendale Unified School District**  
("Client")

**Diligent Corporation**  
("Diligent")

By:

By:

Name:

Name:

Job Title:

Job Title:

Date:

Date:



## Pricing

	One-time Fee
<b>Setup &amp; Implementation</b>	<b>\$3000*</b>
Includes setup and implementation of Diligent Community	
	Annual Fee
<b>Diligent Community</b>	<b>\$15000</b>
<ul style="list-style-type: none"> <li>• Includes agenda management, publishing book materials, board member annotations and more</li> <li>• Two Meeting Groups included</li> <li>• Unlimited storage for meeting related content excluding large video files</li> <li>• Unlimited support, training, and coaching -- @ 20% of subscription (\$3000/yr.) *add-on*; <b>Discounted at 33% = \$2000/yr.</b></li> <li>• Unlimited users within your organization</li> <li>• Pack of 5 add'l committees ~ \$5000/yr. *add-on*</li> <li>• Boxcast Livestreaming ~ \$5225/yr. *add-on*</li> <li>• Boxcast automated live captioning ~ \$1500/yr. *add-on*</li> </ul>	
<b>Transparency Portal</b>	<b>Included</b>
<ul style="list-style-type: none"> <li>• Meeting schedules, agendas, minutes, voting and attendance records are all included</li> <li>• Citizens can subscribe to receive automatic email updates</li> <li>• Automatically refreshes with the latest information once it is complete</li> </ul>	

### Terms & Conditions

- The annual fees outlined herein are guaranteed for thirty (30) calendar days from the date of issuance
- The annual fees outlined herein are based on a one-year auto renew contract
- The annual fees include hosting, technical support (e-mail and 1-800 support), maintenance, online training sessions, regular upgrades to the software and storage space
- All annual fees are payable up front
- Your license will include unlimited users from your organization



## GENERAL TERMS AND CONDITIONS

These General Terms and Conditions (the "Terms and Conditions") govern all Client use of all Diligent products and services.

These Terms and Conditions are entered into by Diligent and Client as of the date the Client purchases, or otherwise accesses or uses, any Diligent products or services.

1. **Definitions.** The following terms, as used within these Terms and Conditions, will have the meanings set out below:

**"Affiliate"** means, with respect to any legally recognizable entity, any other entity Controlling, Controlled by, or under common Control with such entity. "Control" means direct or indirect (i) ownership of more than fifty percent (50%) of the outstanding shares representing the right to vote for members of the board of directors or other managing officers of such entity, or (ii) for an entity that does not have outstanding shares, more than fifty percent (50%) of the ownership interest representing the right to make decisions for such entity. An entity will be deemed an Affiliate only so long as Control exists.

**"Agreement"** means these Terms and Conditions, together with the applicable Product Terms and Order Form.

**"Client"** means the entity or organization who purchases access to, or otherwise accesses or uses, any Diligent Services, Software and/or Professional Services pursuant to each Order Form.

**"Client Data"** means the information successfully uploaded, entered, created and stored by Client within any Diligent Service.

**"Content Service"** means that portion of any Diligent Service which provides, distributes, performs, broadcasts, or otherwise makes available any data, data structure, metadata, metrics, charts, graphs, literature, or other content in any form and/or any derivatives thereof, including, where applicable, all Updates delivered thereto (but at all times excluding Client Data).

**"Deliverables"** has the meaning set out in Section 13.

**"Diligent"** has the meaning set out in the Order Form.

**"Diligent Service"** means each proprietary software-as-a-service developed by Diligent, as described in more detail in the applicable Documentation. For clarity, Diligent Service includes Content Services.

**"Documentation"** means the training materials, specifications, and technical information regarding any Diligent Service and Software provided by Diligent to Client and its Users, and all other information and User instructions regarding the capabilities, operation, installation and access to the Software and Diligent Service, as may be updated by Diligent from time to time. For the avoidance of doubt, Documentation may be made available by electronic means.

**"Effective Date"** has the meaning set out in the Order Form or, if no Effective Date is specified, the date the Client purchases access to, or otherwise accesses or uses, any Diligent products or services.

**"Freemium Service"** means a product, service or functionality provided by Diligent that may be made available to Client to use, at Client's option and at no additional charge, which is designated as beta, limited release, early access, "freemium," free access, or by a similar description.

**"Order"** or **"Order Form"** means the ordering document or invoice issued by Diligent, its Affiliates or one of their authorized resellers for the purchase by Client of access to any Diligent Services, Software, and/or





Professional Services, which identifies the applicability of these Terms and Conditions to such access. "Order" or "Order Form" includes any Statement of Work agreed by both Parties. An Order Form may for the avoidance of doubt be issued electronically.

"Party" and/or "Parties" means Diligent and Client (as defined herein).

"Product Terms" means any specific terms and conditions applicable to specific Diligent Service(s), Software, and/or Professional Services ordered by the Client.

"Professional Services" means those specific consulting services (if any) agreed to in an Order Form to be delivered by Diligent in connection with a Diligent Service (including any services identified as professional services, consulting services, managed services, or implementation services in an Order Form), but excluding support services.

"Professional Services Term" means the term during which Professional Services shall be performed, being either (a) as specifically identified in the applicable Order Form where Professional Services are ordered; or (b) if no term is identified within such Order Form, then from the Effective Date of such Order Form until completion of the Professional Services identified therein.

"Software" means any proprietary downloadable software applications and products developed by Diligent and provided to Client (and its Users) for installation and use by Client (and its Users) on a personal computer, tablet or other device, including any Updates thereto provided by Diligent during the Term.

"Statement of Work" or "SOW" means an Order Form solely for Professional Services to be provided in connection with a Diligent Service or Software (such Diligent Service purchased under a separate Order Form).

"Subscription Fees" means the fees for the right to access and use a Diligent Service, Software or, where applicable, Professional Services as set out in the applicable Order Form.

"Term" has the meaning set out in Section 3.

"Third-Party Provider" means a supplier of data, information, software, services or other items that are part of or otherwise used in connection with the Content Services.

"Updates" means corrections, bug fixes, patches, modifications, updates and enhancements that Diligent, in its sole discretion, makes generally available to its customer base.

"User" means an individual identified by Client as authorized to access a Diligent Service in accordance with the applicable Order Form.

"User ID" means a unique alphanumeric identifier assigned to a User so that the User can access the Diligent Service, Software and use the corresponding authorized features of a Diligent Service.

**2. Provision of Product and Services.** During the Term, Diligent will make the Diligent Services specified in the Order Form available to the Client and its Affiliates (subject to any restrictions in the Agreement, including number of Users and, with respect to Affiliates, Section 4.3). Client will provide Diligent with all necessary and reasonable cooperation to enable Diligent to perform its obligations under the Agreement.

**3. Term.** The Term of this Agreement begins on the applicable Effective Date and will continue for the period identified as the "Initial Term" in the Order Form ("**Initial Term**"). If no specific Initial Term period is stated in the Order Form, the Initial Term shall be one year. After the Initial Term, the term of the Agreement will automatically renew for additional one (1) year terms ("**Renewal Term**"), unless either Party provides the other written notice of non-renewal no later than thirty (30) days prior to the expiration of the Initial Term or any Renewal Term. Diligent may implement revised pricing for any Renewal Term by giving written





notice of the new pricing to Client at least sixty (60) days prior to the commencement of a Renewal Term and the pricing will apply to the Renewal Term unless Client provides written notice of non-renewal in accordance with this Section. Collectively each Initial Term and each Renewal Term (if any) constitute a "Term" in respect of the applicable Order Form.

#### **4. Access Right; Restrictions.**

4.1. Access Rights. During the Term and conditioned upon Client's compliance with all the terms of the Agreement, Diligent grants to Client, a limited, non-exclusive, non-transferable, and non-sublicensable right to allow Users to, in accordance with the Agreement, access and use the applicable Diligent Services set out in the relevant Order Form solely for Client's internal business purposes. As part of the implementation of certain Diligent Services, Client may be required to identify in writing the Users, who will be assigned User IDs. For the avoidance of doubt, if applicable pursuant to the relevant Order Form, any Content Services described thereunder shall be Diligent Services and subject to the restrictions set forth herein. Certain Diligent Services and Software may be accessed and delivered electronically through a secure area of the applicable Diligent website and are deemed delivered when they are made available for access or download by Client, as applicable.

4.2. Software. During the Term and conditioned upon Client's compliance with all the terms of the Agreement, Diligent grants Client a limited, non-exclusive, non-transferable, and non-sublicensable right to install and use the applicable Software in accordance with the Documentation for such Software.

4.3. Affiliates. To the extent that Client is purchasing access on behalf of its Affiliates, Client irrevocably and unconditionally guarantees the compliance of each Client Affiliate with the Agreement and will be jointly and severally liable with each Client Affiliate for breach of the Agreement. All remedies available to Diligent, including the ability to obtain injunctive relief, will apply to such Client Affiliates, and Client will reasonably assist Diligent in enforcing Diligent's rights and remedies against such Client Affiliates. Client's Affiliates may enter into an agreement with Diligent on the same terms as Client under this Agreement by entering into an Order Form referencing the agreed terms between Client and Diligent. Any such Order Form shall be its own separate agreement between Diligent and the Client Affiliate, running on its own term, and the termination of this Agreement shall not terminate such separate agreement (or vice versa). For the avoidance of doubt, where the Client Affiliate is based outside the Client's country, a Diligent Affiliate (where applicable) may enter into such Order Form in lieu of Diligent, and pricing may be converted to a local currency where such local currency is supported by the Diligent Affiliate.

4.4. Reservation of Rights. Except for the limited rights set forth in Section 4.1 and 4.2 above, Client does not acquire any intellectual property or other rights, express or implied, in or relating to any Software or Diligent Services. Diligent reserves title, ownership, and all other rights to all Software and Diligent Services. Client and Users will not remove, obscure, or alter Diligent's copyright notices, trademarks, other proprietary rights notices, or any other content of any kind appearing in the Diligent Services, Software, or Documentation. For the avoidance of doubt, ownership of all Content Services (including any products or components contained therein) belongs to Diligent or its Third-Party Providers and nothing in this Agreement shall transfer or assign any right, title or interest in the applicable product or components of the Content Services to the Client.

4.5. Restrictions. Client must not, and represents and warrants it will not, use the Diligent Services in any manner that is not described in the Documentation or in any manner that is prohibited by the Agreement. Client is responsible for all access and use of the Diligent Services and Software by its Users and any person that gains access through Client or any of its Users or User IDs.

4.6. Restrictions on Use. Client must not and must ensure that Users do not, directly or indirectly, (i) reverse engineer, disassemble, decipher, translate, decompile, prepare derivative works of the Diligent Services or Software or otherwise attempt to access, imitate, derive or discover the source code thereof; (ii) upload any Client Data or any content, data or information that is unlawful, harmful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, libelous, invasive of another's privacy or right



of publicity, hateful, or racially, ethnically or otherwise objectionable; (iii) infringe the intellectual property or privacy rights of any third party in connection with use of the Diligent Services, Software or Documentation (including by uploading Client Data to the Diligent Services); (iv) interfere with or disrupt Diligent's software, the Diligent systems used to host the Diligent Services, other equipment or networks connected to the Diligent Services, or disobey any requirements, procedures, policies or regulations of networks connected to the Diligent Services made known to Client; (v) license, sell, rent, lease, lend, transfer, outsource, sublicense or otherwise provide access to the Diligent Services or Software or utilize the Diligent Services for the benefit of a third party, including through a service bureau, commercial time-sharing arrangement, or application service provider (ASP) arrangement; (vi) provide publicly, or make publicly available, any links, hypertext (Universal Resource Locator (URL) address) or otherwise (other than a "bookmark" from a Web browser) to the Diligent Services, or any part thereof; (vii) circumvent the User authentication or security of the Diligent Services or any host, network, or account related thereto; (viii) perform any penetration testing on or with respect to the Diligent Services, including use of any tools, code or instruction intended to fuzz, damage, destroy, alter, reveal any portion or expose vulnerability of the Diligent Services (unless specifically authorized by Diligent in writing); (ix) mirror the Diligent Services on any server; (x) make any use of the Diligent Services that Diligent reasonably believes is abusive or that violates any applicable local, state, national, international or foreign law; (xi) fail to use commercially reasonable efforts to prevent the unauthorized license, sale, transfer, lease, transmission, distribution or other disclosure of the Diligent Services; (xii) allow any non-Users to use any User IDs, code(s), password(s), or other mechanisms issued to, or selected by, Client or Users for access to the Diligent Services; (xiii) use the Diligent Service, in whole or in part, in any manner that competes with Diligent or its Affiliates, including, but not limited to, any distribution of a Diligent Service, related data or derivative works based thereon; (xiv) create a database in any form whatsoever from the Diligent Service; (xv) associate the Diligent Service or its content to another website by employing any technology, including, but not limited to, hyper linking and framing; (xvi) use automated systems, software or processes to extract or compile data from the Diligent Service ("data scraping"); or (xvii) use the Diligent Service as part of Client's intranet or other internal network.

4.7. User IDs. Rights of any User to utilize any Diligent Services cannot be shared or used by more than one individual. Client must not and will ensure that Users do not permit any other individual or entity to access (through User ID and password sharing or otherwise) the Diligent Service or Software. Client is restricted to the number of Users for which it has purchased subscriptions. Virtualization technology may not be used to circumvent the restrictions in this Agreement. Client may on a permanent basis transfer a User's access right purchased by Client to another User without incurring additional Subscription Fee charges (but subject to payment of an installation fee, if applicable), as long as the number of Users does not exceed the number of Users purchased, and the original User is no longer a User and is not permitted access to the Diligent Service. If Client exceeds, or wishes to increase, the number of Users, additional fees will apply.

4.8. Feedback. Client is not required to provide Diligent any feedback, comments or suggestions about the Diligent Service or any of Diligent's technologies, products, or services ("**Feedback**"). However, if Client provides Feedback, Client agrees that even if it is designated confidential, the Feedback is not confidential and Diligent is free to use, disclose, reproduce, license or otherwise distribute the Feedback without any obligations or restrictions of any kind, including intellectual property rights.

## **5. Client Data and Client Materials.**

5.1. Client reserves all title and ownership of the Client Data. Diligent will take reasonable security measures with respect to the storage and transmission of Client Data. Upon Client's reasonable request, Diligent will provide Client with Diligent's then-current security Documentation made generally available to customers of the relevant Diligent Service. Diligent shall promptly and without undue delay notify Client after confirming any actual or reasonably suspected information security breaches affecting the security of the Client Data.

5.2. Client hereby grants Diligent the right to use the Client Data for the purposes of providing the Diligent





Services pursuant to the Agreement. If Client furnishes to Diligent any content, materials or other intellectual property (including graphics, logos, trademarks, etc.) other than Client Data (collectively "Client Materials") Diligent may use the Client Materials in connection with the provision of the Diligent Services and Professional Services under the Agreement. In addition to the foregoing, Diligent may (i) collect anonymized, de-identified information relating to use of the Diligent Services (including usage data) in order to improve Diligent's products and services and for other reasonable internal uses and (ii) aggregate such anonymized, de-identified information with anonymous, de-identified information of its other clients for purposes of creating and distributing case studies or industry reports as part of its products and services, provided that, in each case: (x) the information does not, and could not reasonably be used to, relate back to or identify Client; and (y) Diligent does not sell, resell or make other commercial use of such information (other than on an aggregated basis under the foregoing (ii)). Diligent may also collect data related to Client and its Users for the purpose of notifying Client and its Users of product upgrades or other necessary notifications.

5.3. Client determines what Client Data it uses in connection with the applicable Diligent Service and retains full control over the access to and use of its Client Data. Diligent will not access Client Data, except as instructed or authorized by Client, where necessary to prevent or address service or technical problems affecting Client, or as required by applicable law, regulation or court order.

5.4. Client agrees that Diligent and its affiliated companies may reference Client as a Diligent customer (including using Client's name and logo), including on Diligent's and its affiliated companies' website. Diligent will (a) comply with Client's reasonable instructions that are provided to Diligent related to such use of name and logo and (b) promptly cease such reference upon Client's request (such requests may be directed to [marketing@diligent.com](mailto:marketing@diligent.com)).

5.5. Client is responsible for providing sufficient bandwidth and network connectivity to ensure all Users can access and use the Diligent Service. The technical requirements set forth in the Documentation are subject to change upon notice. Client is responsible for ensuring its firewalls permit access to the Diligent-owned URLs/IP Addresses. To ensure Client receives optimal performance, Client should use the Diligent Service on a hardware and software system that matches or exceeds the highest specifications recommended by Diligent in the Documentation. Suitable configuration of software and hardware will depend on individual circumstances. System performance may be adversely affected by unsuitable software or hardware. Client is responsible for taking reasonable security precautions, including, without limitation, determining the security configurations of its systems (e.g. password construction rules and expiration intervals). Client is responsible for setting up and ensuring the confidentiality of User accounts and passwords assigned to them for use with the Diligent Service. Client is responsible for promptly notifying Diligent after confirming any actual or reasonably suspected information security breaches affecting the security of the Diligent Service or Software, of which it becomes aware, including without limitation compromised User accounts. Client is responsible for periodically reviewing its security configurations and access rights to determine if they are appropriate for its needs. Client is responsible for defining its authorized approvers, documentation and validation requirements for changes to its use and access to the Diligent Service.

5.6. Each Party will comply, to the extent applicable, with data protection and data privacy laws in performing their obligations under this Agreement. Diligent's Data Protection Addendum is also available at <https://diligent.com/data-processing-addendum>, and the terms of such Data Protection Addendum as of the Effective Date are hereby incorporated into this Agreement by reference. Client may separately elect to execute such Data Protection Addendum provided that Client returns a copy of such executed Data Protection Addendum to Diligent at [privacy@diligent.com](mailto:privacy@diligent.com).

## **6. Pricing and Payment.**

6.1. Fees. In consideration for the provision of the applicable Diligent Services and Professional Services, as applicable, Client will pay the amounts set forth in the Order Form in accordance with the terms set forth in this Section. All Subscription Fees are to be paid annually in advance. Except as specifically provided to the contrary in the Agreement, in the event of the cancellation, completion,





expiration or termination of the Agreement, all monies paid or due or owing to Diligent by Client shall be deemed non-refundable. Any reduction in the quantity of any purchase made in an Order Form must be agreed in writing by the Parties at least thirty (30) days in advance of the commencement of the next Renewal Term, and any such reduction shall take effect as of the commencement of the next Renewal Term. If there is no written agreement to reduce the quantity of any purchase in an Order Form by such time, the Agreement will automatically renew for the same quantity for the preceding Initial or Renewal Terms, as applicable. Diligent will issue an invoice to Client for the Initial Term's Subscription Fee for the first year and any other fees on or about the date the Order Form is executed. For each year of the Term thereafter, Diligent will invoice Client for Subscription Fees approximately thirty (30) days prior to the anniversary of the applicable Effective Date. Client will pay all invoices within thirty (30) days of the date of invoice. For any amount not paid when due, Diligent may charge a 1.5% per month finance charge or, if lower, the maximum amount allowed by law. Client will reimburse Diligent for its costs incurred (including reasonable attorney's fees) in the collection of Client's past due amounts. If any fees owing by Client are thirty (30) days or more overdue, Diligent may, without limiting its other rights and remedies, suspend access to the Diligent Services and/or Professional Services until such amounts are paid in full, provided Diligent has given Client at least ten (10) days' prior notice that its account is overdue. Client will be responsible for all reasonable, pre-approved travel, accommodation and meal expenses incurred in connection with any on-site training, services or instruction. Such expenses will be invoiced at actual cost. If Client reschedules or cancels any onsite training, instruction or Professional Services for which Diligent has incurred non-refundable out-of-pocket expenses, Client will reimburse Diligent for such non-refundable expenses. All amounts payable to Diligent hereunder are payable in full in United States dollars (unless otherwise indicated in the Order Form) without deduction or set off, and shall be in addition to all applicable taxes, bank fees or duties, which are also Client's responsibility.

6.2. Taxes. Client is responsible for payment of all applicable value-added, sales, use, license and other transaction-based taxes (such as gross receipts or excise taxes), withholding taxes, and all applicable export and import fees, customs duties, and similar charges (other than taxes based on Diligent's net income) which are levied or imposed by reason of the transactions contemplated by this Agreement. In the event that any withholding taxes are payable under any applicable law in respect of any payment due to Diligent under this Agreement, Client shall gross up such payment such that the balance payable to the Diligent after deduction of the applicable withholding taxes shall be equivalent to the original amount due to Diligent. Provided that in the event any avoidance of double taxation treaty is applicable to such payments, Diligent and Client shall cooperate to obtain the full benefit of such treaty.

## 7. Warranties and Disclaimers.

7.1. Software and Services. During the Term, Diligent represents and warrants that the applicable Diligent Service and Software will materially conform to the applicable Documentation. The warranty will not apply: (i) if the applicable Diligent Service or Software is not used in accordance with this Documentation; or (ii) if the defect is caused by Client Data, Client Materials or any third party services, content, products or modification or customization to such Diligent Service or Software.

7.2. Remedy for Breach of Warranty. If notified in writing of a valid warranty claim under Section 7.1, Diligent will, at its option, (i) correct the non-conforming Diligent Service or Software so that it materially complies with the Documentation; (ii) provide a replacement with substantially equivalent functionality; or (iii) terminate the Agreement and refund a pro-rata portion of the prepaid Subscription Fee based on the number of months remaining in the Initial Term or Renewal Term as of the date that Client provided written notice of the warranty claim under Section 7.1. This Section states Diligent's entire liability and Client's sole and exclusive remedy for breach of warranty under Section 7.1.

7.3. Viruses. Diligent will take reasonable precautions to protect against any person acting by, under or through Diligent from introducing any software virus, worm, "back door," "Trojan Horse" or similar harmful code into the Software provided hereunder.

### 7.4. Disclaimer.

A EXCEPT AS SPECIFICALLY PROVIDED IN THE AGREEMENT AND TO THE MAXIMUM EXTENT





PERMITTED BY APPLICABLE LAW, DILIGENT DISCLAIMS ALL WARRANTIES, REPRESENTATIONS, CONDITIONS AND ALL OTHER TERMS WHETHER EXPRESS, IMPLIED OR STATUTORY.

B THE WARRANTIES, REPRESENTATIONS, CONDITIONS AND ALL OTHER TERMS DISCLAIMED IN SECTION 7.4(A) SHALL INCLUDE (WITHOUT LIMITATION) ANY WARRANTIES, REPRESENTATIONS, CONDITIONS AND OTHER TERMS OF QUALITY, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.

C DILIGENT MAKES NO WARRANTY, UNDERTAKING, REPRESENTATION, CONDITION OR OTHER AGREEMENT THAT THE DILIGENT SERVICE, PROFESSIONAL SERVICES, SOFTWARE, OR ANY INFORMATION OR DATA ACCESSED OR STORED THEREIN WILL MEET CLIENT'S REQUIREMENTS OR BE ACCURATE, COMPLETE, ERROR-FREE, RELIABLE, OR AVAILABLE.

**8. Indemnification.** Diligent will indemnify Client against any bona fide third party claim that the grant of a right to, or the access and use by, Client and its Users of the Software or any Diligent Service (or any Deliverables if applicable) in accordance with the Agreement infringes a validly existing United States trademark, copyright, patent, or other proprietary right, and pay any final judgment awarded or Diligent-negotiated settlement. Diligent's obligations under this Section are conditioned upon Client providing Diligent (i) prompt written notice of any claim; (ii) sole and exclusive control over the defense and settlement of the claim; and (iii) such cooperation as Diligent may reasonably request with respect to the defense or settlement of such claim at Diligent's expense. Diligent will defend any claim under this Section with counsel of its own choosing and settle such claim as Diligent deems appropriate, provided that this does not require an admission of guilt or liability by Client. Client may participate in such defense with counsel of its own choosing and at its own cost and expense. Client will not admit liability, take any position adverse or contrary to Diligent, or otherwise attempt to settle any claim or action for which it is seeking indemnification without the express written consent of Diligent. If, in Diligent's sole opinion, an infringement claim may have validity, then Diligent may modify the Software, Deliverables or Diligent Service to make it non-infringing, procure any necessary license, or replace the affected item with one that is reasonably equivalent in function and performance. If Diligent determines in its sole opinion that none of these alternatives are reasonably available, then Diligent may terminate the Agreement, Client will discontinue using the allegedly infringing Software, Deliverables, or Diligent Service and Diligent will issue Client a pro-rata refund of any prepaid Subscription Fee for such Software, Deliverables or Diligent Service based on the number of months remaining in the then-current Initial Term or Renewal Term. Diligent has no obligation under this Section for and Client will indemnify Diligent against, any third-party claim arising from: (i) Client Data or Diligent's compliance with Client's or its representatives' designs, specifications, instructions, or technical information; (ii) modifications to the Software, Deliverables or Diligent Service not made by Diligent; (iii) Client's use of the Software, Deliverables or Diligent Service that is non-compliant with the Documentation; (iv) use of the Software, Deliverables or Diligent Service in any manner that is not authorized or is not permitted by the Agreement; (v) Client use or combination of the Software, Deliverables or any Diligent Service with any other software, hardware, or services that are not provided by Diligent; or (vi) Client's failure to implement changes recommended by Diligent if the infringement would have been avoided by the implementation of the change. This Section states Diligent's entire liability and Client's sole and exclusive remedy for claims of infringement.

**9. DISCLAIMER OF CERTAIN DAMAGES.**

9.1. SUBJECT TO SECTION 10.4: IN NO EVENT WILL EITHER PARTY OR ITS AFFILIATES BE LIABLE OR RESPONSIBLE TO THE OTHER PARTY FOR:

(I) ANY SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT OR CONSEQUENTIAL DAMAGES; OR  
(II) LOSS OF PROFITS, BUSINESS, GOODWILL, ANTICIPATED SAVINGS, OR USE; PROPERTY DAMAGE; OR BUSINESS INTERRUPTION, IN EACH CASE ARISING OUT OF OR IN ANY WAY RELATED TO THE AGREEMENT, ANY DILIGENT SERVICE, PROFESSIONAL SERVICES, OR SOFTWARE (WHETHER CAUSED BY BREACH OF CONTRACT OR TORT (INCLUDING NEGLIGENCE) OR BREACH OF STATUTORY DUTY OR ARISING IN ANY OTHER WAY).

9.2. SUBJECT TO SECTION 10.4, THE FOREGOING DISCLAIMERS WILL APPLY EVEN IF: (I) A





PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF THE DAMAGES; (II) THE LIMITED REMEDIES SET FORTH HEREIN FAIL OF THEIR ESSENTIAL PURPOSE, AND (III) REGARDLESS OF IF THE LIABILITY IS BASED ON CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, PRODUCT LIABILITY OR OTHERWISE.

**10. LIMITATIONS ON LIABILITY.**

10.1. SUBJECT TO SECTION 10.4, IN NO EVENT WILL THE AGGREGATE LIABILITY OF EITHER PARTY OR ITS AFFILIATES (TO THE EXTENT NOT DISCLAIMED UNDER SECTION 9) ARISING OUT OF OR IN CONNECTION WITH THE AGREEMENT (WHETHER CAUSED BY BREACH OF CONTRACT OR TORT (INCLUDING NEGLIGENCE OR BREACH OF STATUTORY DUTY OR ARISING IN ANY OTHER WAY)) EXCEED THE TOTAL FEES PAID OR PAYABLE TO DILIGENT FROM CLIENT UNDER THE AGREEMENT DURING THE TWELVE (12) MONTH PERIOD PRIOR TO THE TIME AT WHICH THE LOSS, COST, CLAIM OR DAMAGES AROSE.

10.2. SUBJECT TO SECTION 10.4, THE EXISTENCE OF MULTIPLE CLAIMS UNDER OR RELATED TO THE AGREEMENT OR ANY ORDER FORMS INCLUDING CLAIMS BY AFFILIATES OF CLIENT, THE DILIGENT SERVICE, PROFESSIONAL SERVICES, OR SOFTWARE WILL NOT ENLARGE OR EXTEND THE LIMITATION ON MONEY DAMAGES.

10.3. WITHOUT LIMITING SECTIONS 10.1 AND 10.2 (BUT SUBJECT TO SECTION 10.4), IN NO EVENT WILL DILIGENT BE LIABLE FOR LOSS, CORRUPTION OR COMPROMISE OF THE CONFIDENTIALITY OF CLIENT DATA, UNLESS THE LOSS, CORRUPTION OR COMPROMISE IS DUE SOLELY TO DILIGENT'S BREACH OF THIS AGREEMENT, DILIGENT'S NEGLIGENCE OR DILIGENT'S INTENTIONAL MISCONDUCT.

10.4. Nothing in the Agreement excludes the liability of either Party: (a) for death or personal injury caused by that Party's negligence; (b) for fraud or fraudulent misrepresentation; (c) for fees due under the Agreement; (d) for misappropriation or infringement of the other Party's intellectual property rights; (e) for a Party's express indemnification obligations under the Agreement; or (f) for any other liabilities that cannot be excluded by law.

10.5. No right of action and other entitlements arising from or pertaining to the Diligent Services or Professional Services may be brought by Client more than one (1) year after the date on which Client has become aware of or could have become aware of such right and entitlement.

**11. Termination.** Either Party may terminate the Agreement if the other Party materially breaches such Agreement and fails to cure the breach (if the breach is curable) within thirty (30) days after receiving the non-breaching Party's written notice specifying the breach. Notwithstanding the foregoing, Diligent may terminate the Agreement immediately upon providing written notice to Client if Client breaches Section 12 (Confidentiality) or Section 4 (Access Right; Restrictions), and Client may terminate the Agreement immediately upon providing written notice to Diligent if Diligent breaches Section 12 (Confidentiality). Either Party may terminate the Agreement immediately (i) upon the institution by or against the other Party of insolvency, receivership or bankruptcy proceedings or any other proceedings for the settlement of such Party's debts; (ii) upon the other Party making an assignment for the benefit of creditors; or (iii) upon the other Party's dissolution or ceasing to do business. Upon termination of the Agreement, all rights granted to Client pursuant to the Agreement (as the case may be) will terminate, Client will immediately cease all access and use of the applicable Diligent Service(s) and Software, and pay all unpaid fees. If Client terminates this Agreement due to Diligent's breach of the Agreement, then to the extent Client has paid fees to Diligent that relate, on a pro-rated basis, to any portion of the Term that is after the date of termination, Diligent will pay to Client a pro-rated refund of such fees. If requested by Client after termination of the Agreement, Diligent will make Client Data available for the Client to export or download, as provided in the Documentation, for a period not to exceed thirty (30) days from the date of termination, which period may be extended by an additional thirty (30) days upon Client's further written request within such period. After such period (or if Client does not make such a request within ten (10) days of the date of termination), Diligent will be under no obligation to hold the Client Data and will delete all Client Data



(including backups of Client Data) no later than one hundred twenty (120) days from the termination date unless Diligent has specifically agreed otherwise in writing. After deletion is complete, Diligent will provide a certificate confirmation deletion of the Client Data if so requested by Client. Sections 1, 4.4, 4.5, 5.2, 5.5, 6, 7.4, 9-12, the ownership language in 13.6 (but not the license granted to the Client), 14.4, and 15-16 will survive termination of the Agreement for any reason.

**12. Confidentiality.** Client will retain in confidence the terms and pricing of the Agreement and all other non-public information, technology, and materials (including the Diligent Service and Software) provided by or on behalf of Diligent during the Term (Diligent's "**Confidential Information**"), and Diligent shall retain in confidence the Client Data (Client's "**Confidential Information**"). Each Party will not disclose the Confidential Information of the other to any third party except for those provided under the Agreement or use it for any purpose other than to carry out the activities contemplated under the Agreement. Each Party may only disclose the other's Confidential Information to its employees or third parties who assist with the operation of the Agreement (e.g., Users, contract developers, service providers, etc.), who have a need to know in connection with the Agreement and who have agreed to obligations of confidentiality that are no less restrictive than the obligations in the Agreement. Each Party will take reasonable steps, and in no event will those steps be any less secure than the steps it uses to protect its own similar information, to ensure that the other's Confidential Information is protected. Each Party is responsible for the actions or inactions of its employees and advisors with respect to use and disclosure of the other's Confidential Information. The restrictions set forth in this paragraph will not apply to any information that: (a) was known by the receiving Party without obligation of confidentiality prior to disclosure by the disclosing Party; (b) was in or entered the public domain through no fault of the receiving Party; (c) is disclosed to the receiving Party by a third party legally entitled to make the disclosure without violation of any obligation of confidentiality; or (d) is independently developed by the receiving Party without reference to any Confidential Information. To the extent that Confidential Information is required by applicable law or regulations to be disclosed, a receiving Party may disclose such information after providing to the disclosing Party, to the extent permitted by law, prompt notification of such request for disclosure for the purpose of challenging such request. In the event that Diligent is required by law to disclose any portion of the Client Data, or is so directed by Client, Client shall pay any reasonable fees associated with complying with such disclosure. The Parties agree that any violation or threatened violation of this Section will cause irreparable injury to the disclosing Party for which money damages would be an insufficient remedy, therefore the disclosing Party will be entitled to seek injunctive relief, without the necessity of posting bond or proving actual damages, in addition to other appropriate legal remedies.

**13. Professional Services.**

**13.1. Scope of Applicability.** The provisions of this Section shall apply solely to Professional Services, where such Professional Services are included in an Order Form. This Section does not limit the operation of any other Sections of the Agreement, but in the event of any direct conflict between this Section and other Sections with respect to the Professional Services, this Section shall control. Notwithstanding Section 3, for purposes of any SOW, the Term of such SOW shall be as set forth in the applicable SOW or Order Form.

**13.2. Provision of Services.** Subject to Section 13.5, Diligent shall use commercially reasonable efforts to perform the Professional Services in accordance with the applicable Order Form or SOW, and Diligent represents and warrants that all Professional Services shall be provided in a professional and workmanlike manner.

**13.3. Remedy.** If notified in writing of any claim for Diligent's breach of Section 13.2, Diligent will, at its option, (i) reperform the Professional Services so that they comply with Section 13.2; or (ii) terminate the portion of the affected Order Form attributable to such Professional Services and refund the fees attributable for such Professional Services. This Section states Diligent's entire liability and Client's sole and exclusive remedy for Diligent's breach of Section 13.2.

**13.4. Suitability.** Diligent shall assign employees and subcontractors with qualifications suitable for the Professional Services described in the relevant Order Form. Diligent may replace or change employees





and subcontractors in its sole discretion with other suitably qualified employees or subcontractors.

13.5. Client Responsibilities. Client shall make available in a timely manner at no charge to Diligent all technical data, Client Data, computer facilities, programs, files, documentation, test data, sample output, or other information and resources of Client required by Diligent in each case for the performance of the Professional Services, as well as anything specified in the applicable Order Form. Client shall be responsible for, and assumes the risk of, any problems resulting from, the content, accuracy, completeness and consistency of all such data, materials and information supplied by Client. Client shall provide, at no charge to Diligent, reasonable cooperation as Diligent requires to perform the Professional Services.

13.6. Ownership. Ownership of all work product, developments, inventions, technology or materials related to any Professional Services (the "Deliverables") shall be solely owned by Diligent (except with respect to Client Data, which shall remain Client's sole property). Solely during the applicable Term and conditioned upon Client's compliance with all the terms of the Agreement, Diligent grants to Client a limited, non-exclusive, non-transferable, and non-sublicensable right to make use of the Deliverables.

13.7. Modifications and Change Orders. For the avoidance of doubt, modifications to the scope of any Professional Services shall become effective only when a document incorporating the relevant written change request is executed by authorized representatives of both Parties.

#### 14. Content Services.

14.1. Scope of Applicability. The provisions of this Section shall apply solely to Content Services. This Section does not limit the operation of any other Sections of the Agreement, but in the event of any direct conflict between this Section and other Sections with respect to the Content Services, this Section shall control. For the avoidance of doubt, the Content Services and any components, data, or content therein constitute a part of the Diligent Service under this Agreement.

14.2. Enhancements or Revisions to Content. Diligent reserves the right to alter or modify the Content Services and any portions or configurations thereof from time to time. Such alterations and/or modifications may include, without limitation, addition or withdrawal of features and/or data or changes in instructions and/or documentation.

14.3. Specific Restrictions. Without limiting anything else in the Agreement, Client shall not (and shall ensure that each User shall not) perform any of the following acts, except as otherwise expressly permitted by the Agreement or with the express written permission of Diligent:

- (i) access the Content Service except in conjunction with the Diligent Service or remove or alter any copyright, trademark or other proprietary notice appearing on or within the Content Services;
- (ii) license, sublicense, transfer, sell, resell, publish, reproduce, and/or otherwise redistribute any data within the Content Service or any components thereof in any manner, including, but not limited to, via or as part of any internet site;
- (iii) provide access to the Content Service or any portion thereof to any person, firm or entity other than a User, including, but not limited to, any Affiliate not expressly identified in the Agreement;
- (iv) use and access the Content Services other than as permitted under this Agreement; or
- (v) copy, reproduce, modify, distribute, create derivative works of, publicly display, publicly perform, reverse engineer, decompile, or disassemble the Content Services or any portions thereof; and
- (vi) PCI-DSS materials are used in accordance with the current PCI Standards Council, LLC License Agreement made available through the PCI DSS website at [www.pcisecuritystandards.org](http://www.pcisecuritystandards.org) and also through the applicable Diligent Service prior to download of such materials.

14.4. Disclaimer. DILIGENT AND ANY THIRD-PARTY PROVIDERS MAKE NO REPRESENTATIONS, CONDITIONS OR WARRANTIES REGARDING THE COMPLETENESS, VERACITY, FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY OR ACCURACY OF THE CONTENT SERVICES OR





ANY COMPONENT THEREOF, OR FOR ANY DELAYS, INTERRUPTIONS OR OMISSIONS. THE CONTENT SERVICES ARE FOR EDUCATIONAL AND INFORMATIONAL PURPOSES AND DO NOT CONSTITUTE LEGAL, ACCOUNTING OR OTHER PROFESSIONAL ADVICE. CONTENT SERVICES SHOULD NOT BE DEEMED TO SET FORTH ALL APPROPRIATE PROCEDURES, TESTS OR CONTROLS OR TO SUGGEST THAT OTHER PROCEDURES, TESTS OR CONTROLS THAT ARE NOT INCLUDED MAY NOT BE APPROPRIATE. CLIENT AND ITS USERS ARE RESPONSIBLE FOR APPLYING PROFESSIONAL JUDGEMENT AND APPROPRIATE PROCEDURES, TESTS OR CONTROLS. THE CONTENT SERVICES AND ANY COMPONENTS THEREOF ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS, AND CLIENT'S USE OF THE CONTENT SERVICES IS AT CLIENT'S OWN RISK. DILIGENT AND ANY THIRD-PARTY PROVIDERS ARE NOT LIABLE FOR THE DATA, DATA STRUCTURE, METADATA, METRICS, CHARTS, GRAPHS, LITERATURE, OR OTHER CONTENT IN ANY FORM AND ANY DERIVATIVES THEREOF, (INCLUDING, WHERE APPLICABLE, ALL UPDATES TO THE FOREGOING) IN EACH CASE INCLUDED IN THE CONTENT SERVICES OR ANY DECISION OR CONSEQUENCE BASED ON USE OF THE FOREGOING.

14.5. Indemnity Client will indemnify Diligent and any Third-Party Providers for any claim, suit, action or proceeding by a third party arising directly from (a) any negligent or more culpable act or omission, willful misconduct or fraud of Client in connection with its use of the Content Services; (b) the infringement or misappropriation of any trademark, copyright, patent, or other proprietary rights of a third party by Client; (c) any failure by Client to materially comply with any applicable law in connection with its use of the Content Services; or (d) Client's failure to comply with any of the terms of this Agreement in connection with its use of the Content Services.

#### 15. Freemium Services.

From time to time, Diligent may make Freemium Services available to Client at no charge. **Client may choose to try such Freemium Services in Client's sole discretion.** Unless otherwise determined by Diligent, no Order Form is specifically required to enable Client's use of Freemium Services. Certain Freemium Services are intended for evaluation purposes and not for production use. Freemium Services are not supported and may be subject to supplemental terms in addition to those set out in this Agreement, which will be presented to Client. Freemium Services are not considered part of the "Diligent Service", "Software" "Professional Services", or similar terms under this Agreement; however, all restrictions and Client commitments under this Agreement shall apply to Client's use of Freemium Services (including for the avoidance of doubt Section 4 (Access Right; Restrictions)). Unless otherwise stated, Freemium Services are available for Client's use during the Term, except that any Freemium Services that are made available on a trial basis will expire upon the earlier of one year from the trial start date or the date that a version of the Freemium Services becomes generally available without the applicable Freemium Services designation. Diligent may discontinue Freemium Services at any time in Diligent's sole discretion and may never make Freemium Services generally available. Diligent will have no liability for any harm or damage arising out of or in connection with a Freemium Service. FREEMIUM SERVICES ARE PROVIDED "AS IS" AND AS AVAILABLE, EXCLUSIVE OF ANY WARRANTY, REPRESENTATION, GUARANTEE, CONDITION OR TERM OF ANY KIND, WHETHER EXPRESS, IMPLIED OR IMPOSED BY LAW. DILIGENT SHALL HAVE NO INDEMNIFICATION OBLIGATIONS NOR LIABILITY OF ANY TYPE WITH RESPECT TO THE FREEMIUM SERVICES. IN THE EVENT SUCH EXCLUSION OF LIABILITY IS NOT ENFORCEABLE UNDER APPLICABLE LAW, DILIGENT'S LIABILITY WITH RESPECT TO FREEMIUM SERVICES SHALL NOT EXCEED THE GREATER OF (A) \$500.00 OR (B) THE MINIMUM ENFORCEABLE UNDER APPLICABLE LAW.

#### 16. Miscellaneous.

16.1. Conflict. If there is an inconsistency between any of the provisions in the Terms and Conditions, the Product Terms and any Order Form, the order of precedence shall be the Order Form, the Product Terms, then the Terms and Conditions (with the first mentioned document prevailing over each subsequently mentioned document in this Section).

16.2. Variation. No amendment or variation of the Agreement (including any Order Form) will be effective





unless it is in writing and signed by each Party.

16.3. Waiver. All waivers under the Agreement must be in writing to be effective. No waiver by a Party of any default or breach will be deemed a waiver of any subsequent default or breach. No failure or delay by a Party to exercise any right or remedy provided under the Agreement will operate as a waiver or prevent the exercise of any such right or remedy of such Party, or the enforcement of any obligation of the other Party, under the Agreement. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.

16.4. Severance. If any provision (or part of a provision) of the Agreement is found to be invalid or unenforceable by any court of competent jurisdiction, the provision will be enforced to the fullest extent permissible to effect the Parties' intent, and the invalidity or unenforceability will not operate to invalidate the remaining provisions of the Agreement. If any invalid, unenforceable or illegal provision would be valid, enforceable or legal if some part of it were deleted, the provision shall apply with whatever modification is necessary to give effect to the commercial intention of the Parties.

16.5. Interpretation of Agreement. The Agreement will be interpreted according to the plain meaning of its terms without any presumption that it should be construed in favor of or against either Party.

Any list of examples following "including" or "e.g.," is illustrative and not exhaustive, unless qualified by terms like "only" or "solely." Unless stated otherwise, all references to sections, parties, terms, Exhibits, Order Forms and similar references are to the sections of, Parties to, terms of, Exhibits and Order Forms to the Agreement. All captions and headings are intended solely for the Parties' convenience, and none will affect the meaning of any provision. The words "herein," "hereof," and words of similar meaning refer to the Agreement as a whole, including its Exhibits. All references to "days" refer to calendar days, unless otherwise expressly set forth in the Agreement.

16.6. Governing Law and Dispute Resolution. The interpretation of this Agreement and all matters related to this Agreement will be construed in accordance with the laws of the State of Delaware without reference to the choice-of-law provisions of Delaware law. The Parties further agree that the Uniform Computer Information Transactions Act (UCITA) (as adopted or as may be adopted in the State of Delaware or any other jurisdiction) and the United Nations Convention on Contracts for the International Sale of Goods do not apply to this Agreement. In any legal action relating to this Agreement, Client agrees to the exercise of jurisdiction over it by a state or federal court in Delaware. Client agrees that, if it brings any such action, it shall do so in state court in Delaware, or in federal court in Delaware.

16.7. Bench Trial. The Parties agree to waive, to the maximum extent permitted by law, any right to a jury trial with regard to any dispute arising out of this Agreement.

16.8. Notices. Any notices required or permitted to be given hereunder by either Party to the other will be given in writing (i) by personal delivery, (ii) by bonded courier or a nationally-recognized overnight delivery company, (iii) by prepaid first class, registered or certified mail, postage prepaid, in each case addressed to the other Party at the address set forth in the Order Form (or to such other address as the other Party may request in writing by notice given pursuant to this Section) or (iv) by email. Notices will be deemed received: (a) if personally delivered, the same day; (b) if sent by courier or overnight delivery company, on the second working day after the day it was sent; (c) if sent by mail, five (5) working days following posting; or (d) if sent by email, the date of delivery.

16.9. Entire Agreement. The Agreement contains the entire understanding and agreement between Diligent and Client with respect to the subject matter of the Agreement, and supersedes all other prior and contemporaneous proposals, representations, agreements, understandings, and commitments between Diligent and Client with respect to the subject matter of the Agreement.

The Agreement supersedes any conflicting terms in Client's purchase order or other ordering document. Any terms of trade stated or referenced in Client's purchase order, or any other terms to which Diligent has not specifically agreed in a writing signed by an authorized representative of Diligent, are not binding





on Diligent.

Each of the Parties acknowledges and agrees that in entering into the Agreement, it does not rely on any undertaking, promise, assurance, statement, representation, warranty or understanding (whether in writing or not) of any person (whether a Party to the Agreement or not) relating to the subject matter of the Agreement, other than as expressly set out in the Agreement.

16.10. No Offer of Securities. Neither Diligent nor its Third-Party Providers are investment advisors and nothing contained in the Content Services will be construed as to make a representation or warranty, express or implied, regarding the accuracy or completeness of the data and information contained in the applicable product or the advisability to buy, sell, subscribe for, exchange or redeem a particular investment. The service provided under this Agreement and all content provided in conjunction with them are for informational purposes only and do not constitute, and should not be construed as a solicitation or offering of any investment or other transaction, an identification or offering of any securities for purchase, a recommendation to acquire or dispose of any investment, or the provision of any financial, tax, legal or other advice of any nature whatsoever. Client understands and agrees that any decisions it makes on the basis of any information provided under this Agreement are made solely at its own risk and Diligent and the Third-Party Providers have no responsibility or liability arising from such decisions. Diligent and/or the Third-Party Providers do not (i) serve as an agent for Client, Users, or any other person, (ii) market securities to investors, (iii) participate in negotiations between a Client, Users or any investor, (iv) handle any monies or securities in transactions between investors and Client or Users (or other third parties), or (v) assist Client, Users, or investors with the completion of any transactions between them (such as transaction documentation or paid referrals).

16.11. Links to Third-Party Sites. Diligent Services and/or Software may contain links to, or allow Client or its Users to connect and use, certain third-party products, services, or software ("Third-Party Services", and each, a "Third-Party Service") in conjunction with Client's use of the Diligent Service. To take advantage of these features, Users may be required to sign up or log into such Third-Party Service or their respective websites or applications. Client acknowledges that any use of such Third-Party Service is governed solely by the terms and conditions and privacy policy of such Third-Party Service; and that Diligent does not endorse, is not liable for, and makes no representations as to any Third-Party Service, its content, or the manner in which such Third-Party Service uses, stores or processes any data. Certain features of certain Diligent Services and/or Software may depend on the availability of these Third-Party Services and the features and functionality they make available. Diligent does not control Third-Party Service features and functionality, which may change without notice to Diligent or Client. If any Third-Party Service stops providing access to some or all of the features or functionality currently or historically available to Diligent, or stops providing access to such features and functionality on reasonable terms, as determined by Diligent in its sole discretion, Diligent may stop providing access to certain features and functionality of the Diligent Services and/or Software. Diligent will not be liable to Client for any refunds or any damage or loss arising from or in connection with any such change made by a Third-Party Service or any resulting change to the Diligent Service and/or Software. Client and its User irrevocably waive any claims against Diligent with respect to any Third-Party Services.

16.12. Force Majeure. Neither Party will be responsible for failure of performance, other than for an obligation to pay money, due to causes beyond its control, including: acts of God or nature; labor disputes; sovereign acts of any federal, state or foreign governments; network and/or computer failure or shortage of supplied materials ("**Force Majeure Event**"); provided that the affected Party makes a reasonable attempt to remove the impact of the Force Majeure Event as soon as reasonably possible. Either Party will have the right to terminate the Agreement upon written notice if a Force Majeure Event continues to impact performance of the other Party for more than thirty (30) consecutive days.

16.13. Export. Neither Party shall export, directly or indirectly, any technical data acquired from the other Party under this Agreement (or any products, including software, incorporating any such data) to any country or person in breach of any applicable laws or regulations regulating export ("*Export Control Laws*"). Client shall ensure that its Users do not access any Diligent Service (or use the Software or any Deliverables) in breach of Export Control Laws.





16.14. Anti-Bribery. Each Party shall comply with all applicable anti-bribery legislation in connection with the operation of this Agreement. Each Party agrees that it has not received or been offered any illegal bribe, kickback payment, gift, or thing of value from any of the other Party's employees or agents in connection with this Agreement. Reasonable gifts and entertainment provided in the ordinary course of business do not violate the above restriction. If a Party learns of any breach of this Section related to this Agreement, it will use reasonable efforts to promptly notify the other Party's legal department.

16.15. US Federal Government. The Diligent Services and Software, including related software and technology, are "Commercial Items" as that term is defined in FAR 2.101. Government technical data and software rights related to the Diligent Services and Software include only those rights customarily provided to the commercial marketplace as specified in this Agreement. This customary commercial license is provided in accordance with FAR § 12.211 (Technical Data) and FAR § 12.212 (Software) and, for Department of Defense transactions, DFAR 252.227- 7015 (Technical Data – Commercial Items) and DFAR 227.7202-3 (Rights in Commercial Computer Software or Computer Software Documentation). If a government agency has a need for rights not granted under this Agreement, it must negotiate with Diligent to determine if there are acceptable terms for granting those rights, and a mutually acceptable written addendum specifically granting those rights must be included in any applicable agreement.

16.16. No Assignment or Delegation. Client may not (i) assign the Agreement or rights to the Diligent Service, Professional Services or Software, in whole or in part, or (ii) delegate its duties, or have another assume its responsibilities or liabilities, under the Agreement, to any third party without the prior written consent of Diligent. Notwithstanding the foregoing, Client may assign its rights and obligations under this Agreement to an Affiliate or in connection with a merger, acquisition, corporate reorganization or sale of all or substantially all of its assets with notice to Diligent. Any attempted assignment in contravention of this provision will be null and void. The Agreement will be binding on all permitted assignees and successors in interest. Diligent may freely assign or subcontract its rights or obligations under this Agreement.

16.17. Independent Contractor. Diligent is an independent contractor. Nothing in the Agreement will be construed to create a partnership, joint venture, or agency relationship between the Parties and neither Party will have the power to act in the name or on behalf of, or otherwise bind the other in any way (including, but not limited to, the making of any representation or warranty, the assumption of any obligation or liability and the exercise of any right or power).

16.18. Third-party Beneficiaries. Diligent's Third-Party Providers are third-party beneficiaries under this Agreement and may enforce the terms and conditions of this Agreement against Client as it relates to such Third-Party Provider, but such Third-Party Providers will not be liable to Client for any direct or indirect damages with respect to the Content Services or any matters arising under this Agreement with respect to the Content Services. Other than as expressly set out in this Section 16.18, this Agreement does not and is not intended to confer rights on anyone other than the two parties to the Agreement.

16.19. Rights and Remedies. Except as expressly provided in the Agreement, the rights and remedies provided under the Agreement are in addition to, and not exclusive of, any rights or remedies provided by law.

16.20. Counterparts. The Agreement may be executed in any number of counterparts, each of which will be deemed an original and all of which taken together will constitute one signed agreement between the Parties. Signatures may be transmitted by facsimile or electronic mail in PDF or other similar format and will be deemed original. The signatories to the Agreement hereby represent and warrant that they have all necessary authority to enter into and bind their respective Party to the Agreement.

16.21. English Language Controls. The original and controlling version of this Agreement shall be the version using the English Language. All translations of this Agreement into other languages shall be for the convenience of the Parties only and shall not control the meaning or application of this Agreement. All notices and other communications required or permitted by this Agreement must be in English, and the



interpretation and application of such notices and other communications shall be based solely upon the English language version thereof.

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDER NO. 22

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
PREPARED BY: Kristine Nam, Communications Director  
SUBJECT: **Approval of Services Agreement with Target River**

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The Superintendent recommends that the Board of Education approve the services agreement with Target River to provide a three-month marketing campaign targeting enrollment in Transitional Kindergarten, Kindergarten and CTE Programs/Pathways in the amount of \$29,632.

The services agreement with Target River will support the implementation of Board priorities to increase engagement and maintain district financial responsibility by assisting the District in executing a marketing strategy to increase enrollment in Transitional Kindergarten, Kindergarten, and CTE Programs/Pathways.

Target River is a marketing firm that primarily supports school districts and public entities. Enlisting a larger agency with greater reach and stronger negotiating position allows GUSD to take advantage of higher profile opportunities, such as radio and video ads. The contract will not exceed three months or \$29,632 and include ad design and highly targeted ad placements. This service is paid from the Unrestricted General Fund.

***TO SUPPORT 2021-2022 BOARD PRIORITY NO. 2 and 4: Foster a positive culture of learning - increase parent and family engagement opportunities; and Maintain district financial responsibility.***

**GLENDALE UNIFIED SCHOOL DISTRICT**  
223 North Jackson Street  
Glendale, CA 91206  
(818) 241-3111

**SERVICES AGREEMENT**

This Agreement for Professional Services (“Agreement”) made and entered into by and between the Glendale Unified School District (“District”), a public entity, and Target River, herein after referred to as (“Contractor”).

The Parties do hereby contract and agree as follows:

1. **Term**

Contractor shall commence providing services under this Agreement on or about April 5, 2023 and will diligently perform as required and complete performance by June 30, 2023

2. **Scope of Services**

Promote enrollment in TK, Kindergarten and CTE Programs/Pathways Including #1,5000,00 impressions to community. (See attached)

Contractor’s specific program and services performed is described in “Scope of Work” attached hereto as Addendum A and fully incorporated herein.

3. **Compensation**

District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement as set forth in Addendum A “Scope of Work.” District shall pay Contractor the amount set forth in Addendum B “Cost Proposal” according to the following terms and conditions: \$29,632.00.

Invoices should be submitted to Accounts Payable Department, Glendale Unified School District, 223 N. Jackson Street, Glendale, CA 91206.

4. **Expenses**

District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District that are not specifically identified in Addendum B “Cost Proposal” and factored into the compensation paid by the District to the Contractor.

5. **Materials**

Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement.

6. **Independent Contractor**

In the performance of this Agreement, Contractor shall be and act as an independent contractor. Contractor 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 to employees of the District and/or to which District’s employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers’ Compensation. Contractor 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 Contractor’s employees. In the performance of the work herein contemplated, Contractor 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. **Joint Employer**

Neither Party shall be deemed a joint employer of the other Party's employees. Each Party shall indemnify the other Party from and against claims made by the indemnifying Party's employees that they are co-employed by the other Party. The indemnification requirements set forth in paragraph 11 shall be applicable to the indemnification obligations of each Party under this paragraph. Neither Party's employees will be deemed "leased" employees of the other for any purpose. In connection with this Agreement, each Party is an independent contractor and does not have any authority to bind or commit the other.

## 8. **Contractor's Employee Processing**

- (i) **Employee Eligibility Verification:** The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.
- (ii) **Fingerprinting and Criminal Background Check:** Contractor shall complete the background check requirements of California Education Code section 45125.1 for all of its employees who will be working on the District's school sites with students. The Contractor shall not staff the program with any employees who have been convicted of a violent felony listed in California Penal Code section 1192.7(c). The Contractor shall provide the District with fingerprinting/criminal background check for all employees who will be used to staff the program.
- (iii) **Tuberculosis Clearance:** Contractor will ensure that all of its employees who will be working on the District's school sites with students are determined to be free of active tuberculosis by a medical professional. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites are determined to be free of active tuberculosis.
- (iv) **COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District's school sites with students have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District's school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District's school sites to participate in regular COVID-19 testing in compliance with the District's current testing protocols. Contractor's employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their

test results to Contractor which upon receipt will immediately notify the District of the results.

**9. Conduct on District Premises**

Contractor shall, at all times, comply with and abide by all reasonable policies and procedures of the District (or that may be established thereby, from time to time) that pertain to conduct on the District's premises, possession or distribution of contraband, or the access to, and security of, the District's real property or facilities, to the extent that the Contractor has been provided with a copy of each such policy or procedure. Contractor shall exercise due care and diligence to prevent any injury to persons or damage to property while on the District's premises. The operation of vehicles by the Contractor's personnel on the District's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on the District's property and involving either Party's personnel shall be reported promptly to the appropriate Party. Each Party covenants that at all times during the term it, and its employees, agents, and Subcontractors shall comply with, and take no action that results in the other Party being in violation of, any applicable federal, state, and local laws, ordinances, regulations, and rules. Each Party's personnel shall clearly identify themselves as the appropriate Party's personnel and not as employees of the other Party. When on the District's premises, Contractor's personnel shall wear and clearly display identification badges or tags, as approved by the District. Contractor's employees shall not smoke or use profanity or other inappropriate language while on site. Contractor's employees shall not enter the facility while under the influence of alcohol, drugs or other intoxicants and shall not have such materials in their possession. Contractor's employees shall plan their activities to minimize the number of times they must enter and exit a facility. Contractor's personnel should transport all tools, equipment and materials needed for the day at the start of the work period and restrict all breaks to the absolute minimum.

**10. Anti-Discrimination**

District programs, activities, practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics and therefore the Contractor 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 Contractor agrees to require like compliance by all of its subcontractor(s).

**11. Indemnification**

To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold free and harmless the District, its Board of Education, agents, representatives, officers, contractors, employees, trustees, and volunteers ("the Indemnified Parties") from any and all claims, demands, causes of action, suits, actions, costs, expenses, judgments, liability, loss, damage or injury of any kind, nature and description, in law or equity ("Claim"), to property or persons including, but not limited to, personal injury, bodily injury, death, property damage, and Contractors' and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the negligence, recklessness, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, Contractors, or agents, directly or indirectly arising out of, connected with, or resulting from the performance of the Services, the Project, or this Agreement, including without limitation the payment of all consequential



damages; or from any activity, work, or thing done, permitted, or suffered by the Contractor in conjunction with this Agreement, unless the claims are caused wholly by the sole negligence or willful misconduct of the District. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the Indemnified Parties.

**12. Limitation of District Liability**

Other than as provided in this Agreement, the 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 the 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.

**13. Confidentiality**

The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor 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. Both Parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other Party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other Party, its affiliates, or its customers. Both Parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third Party or used for unauthorized purposes. Each Party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both Parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each Party is bound by this Agreement. Upon request of the owner of the confidential information, the other Party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph do not apply to information that: 1) is or becomes generally known or in the public domain through no act or omission of the other Party; 2) was lawfully in District's or Client's possession without restriction as to use or disclosure before its receipt from the other Party; 3) is received from, or was made available to, a third Party without any obligation of confidentiality; 4) was independently developed; 5) is otherwise permitted to be disclosed under this Agreement; 6) is disclosed with the prior written consent of the disclosing Party; or 7) is required to be disclosed in any civil or criminal legal proceeding, regulatory proceeding or any similar process, however, the Party required to make the disclosure under the law shall give prompt notice of this to the other Party prior to such disclosure so that the other Party may seek an appropriate protective order or give its consent to such disclosure.

#### 14. Insurance

The Contractor 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
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
<b>Automobile Liability Insurance - Any Auto</b>	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
<b>Professional Liability</b>	\$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer's Liability</b>	\$ 1,000,000

Contractor shall maintain 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 Contractor 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.

Contractor 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:

- (i) A clause stating: "SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISION."
- (ii) Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to which cancellation and reduction notice will be sent, and length of notice period.
- (iii) An endorsement stating that the District and its Board of Education, agents, representatives, employees, trustees, officers, contractors, 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 Contractor'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.
- (iv) All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.

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.

## **15. Termination**

- (i) **Without Cause by District:** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by the Contractor or no later than three days after the day of mailing, whichever is sooner.
- (ii) **Without Cause by Contractor:** Contractor may, upon sixty (60) days notice, with or without reason, **terminate** this Agreement. Upon this termination, District shall only be obligated to compensate Contractor for services satisfactorily rendered to the date of termination. Written notice by Contractor shall be sufficient to stop further performance of services to District. Contractor acknowledges that this sixty (60) day notice period is acceptable so that the District can attempt to procure the Services from another source.
- (iii) **With Cause by District:** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
  - a) Material violation of this Agreement by the Contractor;
  - b) Any act by Contractor exposing the District to liability to others for personal injury or property damage; or
  - c) Contractor is adjudged a bankrupt, Contractor makes a general assignment for the benefit of creditors or a receiver is appointed on account of Contractor'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 Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, the Contractor 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.

## **16. Certificates/Permits/Licenses**

Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits and licenses as are required by law in connection with the furnishing of Services pursuant to this Agreement.

## **17. Delivery**

Time of delivery of goods or services is of the essence in this Agreement. District reserves the right to refuse any goods or services and to cancel all or any part of the goods not conforming to applicable specifications, drawings, samples or descriptions or services that do not conform to the prescribed statement of work. Acceptance of any part of the order of goods shall not District to accept shipments nor deprive it of the right to return goods already accepted at Contractor's expense. Over shipments and under shipments of goods shall be only as agreed to in writing by District. Delivery shall not be deemed to be complete until all goods or services have actually been received and accepted in writing by District.

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**18. 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:**

**Glendale Unified School District**  
223 N. Jackson Street  
Glendale, California 91206  
ATTN: Santhasundari Rajiv

**Contractor:**

Target River  
222 S. Main St. Flr 5  
Salt Lake City, UT 84101  
Attn: Brian Epperson

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.

**19. Assignment**

The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

**20. No Rights in Third Parties**

This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

**21. 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. In the event an express conflict between the terms of this Agreement and the terms of the any attachments or exhibits, the terms of this Agreement will prevail.

**22. Submittal of Documents**

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

- Signed Agreement
- Workers' Compensation Certification (Attached as Exhibit A)
- Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
- Insurance Certificates and Endorsements
- W-9 Form
- Non-collusion Declaration (Attached as Exhibit C)
- Tuberculosis Clearance (Attached as Exhibit D)
- COVID-19 Vaccination Clearance (Attached as Exhibit E)
- Governor Executive Order N-6-22 (Attached as Exhibit F)

**23. Force Majeure Clause**

The Parties to the Contract shall be excused from performance thereunder during the time and to

the extent that they are prevented from obtaining, delivering, or performing by act of God, fire, strike, loss, pandemic or epidemic, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants or facilities by the government, when satisfactory evidence thereof is presented to the other Party(ies), provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the Party not performing.

**24. 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, in the County of Los Angeles. 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.

**25. 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.

**26. 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.

**27. Provisions Required By Law Deemed Inserted**

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.

**28. 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.

**29. Attorneys' Fees and 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 attorneys' fees.

**30. Headings**

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.

**31. Signature Authority**

Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

**32. 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.

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name: Target River

By: \_\_\_\_\_  
Signature

Brian Epperson  
Print Name

\_\_\_\_\_ Title

Dated: \_\_\_\_\_, 20\_\_

By: \_\_\_\_\_  
Signature

\_\_\_\_\_ Print Name

\_\_\_\_\_ Title

Dated: \_\_\_\_\_, 20\_\_

\*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary; 2) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

**Information regarding Contractor:**

License No.: \_\_\_\_\_

Employer Identification Number:  
84-4373194

Address: 222. S. Main St. Floor 5  
Salt Lake City, UT 84101

Telephone: 619-571-7359

Email: brian@targetriver.com

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: UT
- Limited Liability Company

Other: \_\_\_\_\_

**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 Contractor to furnish the information requested in this section.**



**Glendale Unified School District**

By: \_\_\_\_\_  
Signature  
**Santhasundari Rajiv**  
\_\_\_\_\_

Print Name

**Chief Financial Officer**

\_\_\_\_\_

Title

Dated: \_\_\_\_\_, 20\_\_

**ADDENDUM A**

**SCOPE OF WORK**

**DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR**

See attached

**ADDENDUM B**

**“Cost Proposal”**

One payment of \$29,632.00 due by April 30, 2023

**EXHIBIT "C"**  
**NONCOLLUSION DECLARATION TO BE EXECUTED BY**  
**BIDDER AND SUBMITTED WITH BID**  
(Public Contract Code section 7106)

The undersigned declares:

I am the CEO of Target River, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

\_\_\_\_\_  
Signature

Brian Epperson  
\_\_\_\_\_  
Print Name

**EXHIBIT "F"**

**GOVERNOR EXECUTIVE ORDER N-6-22**

On March 4, 2022, California Governor Newsom issued Order N-6-22 requiring state agencies to take steps to ensure any agency and entity under contract with state agencies comply with the Federal Order (<https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>; "State Order").

Your Firm, if it enters into a contract with the District, must comply with the economic sanctions imposed in response to Russia's actions in Ukraine, including the orders and sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>).

As part of this procurement, **if the contract value of this procurement is \$5 million or more**, please include in your Response the following:

- (1) a statement that your Firm is in compliance with the required economic sanctions of the Federal and State Orders;
- (2) the steps your Firm has taken in response to Russia's actions in Ukraine, including, but not limited to, desisting from making new investments in, or engaging in financial transactions with, Russian entities, not transferring technology to Russia or Russian entities, and directly providing support to the government and people of Ukraine.

Name of Contractor: Target River

Signature: \_\_\_\_\_

Print Name and Title: Brian Epperson, CEO

Date: \_\_\_\_\_

**DEBARMENT AND SUSPENSION CERTIFICATION FORM**  
**(Executive Order 12549 and 12689)**

The Contractor certifies that neither the Contractor's firm or any owner, partner, director, officer, principal of the Contractor, or any person in a position with any responsibility for the administration of federal funds:

- Is presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal or State department/agency;
- Has within a three (3) year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract (Federal, State, or Local); violation of Federal or State antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- Is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in the paragraph above; or
- Has within a three (3) year period preceding this certification had one or more public transactions or contracts (federal, State, or Local) terminated for cause or default.

The Contractor further certifies that it shall not knowingly enter into any transaction with any subcontractor, material supplier, or vendor who is debarred, suspended, declared ineligible, or voluntarily excluded from covered transaction by any Federal or State department/agency.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

By \_\_\_\_\_  
Authorized Signature for Contractor

Brian Epperson, CEO  
\_\_\_\_\_  
Printed Name and Title





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> James P. Bennett & Company License #0210226 2716 Ocean Park Blvd., Suite 1045 Santa Monica, CA 90405	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (310) 450-9184	FAX (A/C, No): (310) 452-7515	
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b>  Target River BE, Inc. 136 E South Temple Ste 1400 Salt Lake City, UT 84111-1143	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A : Ace Property &amp; Casualty</b>		<b>20699</b>
	<b>INSURER B :</b>		
	<b>INSURER C :</b>		
	<b>INSURER D :</b>		
	<b>INSURER E :</b>		

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		D96747421	12/7/2022	12/7/2023	EACH OCCURRENCE \$ <b>2,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>2,000,000</b> GENERAL AGGREGATE \$ <b>4,000,000</b> PRODUCTS - COM/OP AGG \$ <b>4,000,000</b> \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			D96747421	12/7/2022	12/7/2023	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)    Y/N <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 If required by written contract, certificate holder is included as Additional Insured per the attached General Liability form

<b>CERTIFICATE HOLDER</b>  Glendale Unified School District 223 N. Jackson Street Glendale, CA 91206	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--

1. A subsidiary organization of the first Named Insured shown in the Declarations of which, at the beginning of the policy period and at the time of loss, the first Named Insured controls, either directly or indirectly, more than 50 percent of the interests entitled to vote generally in the election of the governing body of such organization; or
2. A subsidiary organization of the first Named Insured shown in the Declarations that the first Named Insured acquires or forms during the policy period, if at the time of loss the first Named Insured controls, either directly or indirectly, more than 50 percent of the interests entitled to vote generally in the election of the governing body of such organization.

**G. WHO IS AN INSURED - EMPLOYEES (INCLUDING CPR AND FIRST AID) AND VOLUNTEER WORKERS**

In **Section II - Liability**, Paragraph **C. Who is an Insured**, Paragraph **2.a.** is replaced by the following:

2. Each of the following is also an insured:
  - a. Your "employees" but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, no "employee" is an insured for:
    - (1) "Bodily injury" or "personal and advertising injury":
      - (a) To you, to any of your directors, managers, members, "executive officers" or partners (whether or not an "employee") or to any co-"employee" while such injured person is either in the course of his or her employment or while performing duties related to the conduct of your business;
      - (b) To the brother, child, parent, sister or spouse of such Injured person as a consequence of any injury described in Paragraph (a) above; or
      - (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of any injury described in Paragraph (a) or (b) above.

With respect to "bodily injury" only, the limitations described in Paragraph **2.a.(1)** above do not apply to you or to your directors, managers, members, "executive officers", partners or supervisors as insureds. The limitations also do not apply to your "employees" as insureds, with respect to such damages caused by cardiopulmonary resuscitation or first aid services administered by such an "employee".
    - (2) "Property damage" to any property owned, occupied or used by you or by any of your directors, managers, members, "executive officers" or partners (whether or not an "employee") or by any of your "employees". This limitation does not apply to "property damage" to premises while rented to you or temporarily occupied by you with the permission of the owner.
  - b. Your "volunteer workers", but only while acting within the scope of their activities for you and at your direction.

**H. ADDITIONAL INSUREDS**

In **Section II - Liability**, Paragraph **C. Who is an Insured**, the following is added:

2. Each of the following is also an insured:

## **LESSOR OF LEASED EQUIPMENT**

- e. Any person or organization from whom you lease equipment, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization and only if you are required by a contract or agreement to provide them with such insurance as is afforded by this policy.

However, the insurance afforded to such additional insured:

- (1) Only applies to the extent permitted by law; and
- (2) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

## **MANAGERS OR LESSORS OF PREMISES**

- f. Any person or organization from whom you lease premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and only if you are required by a contract or agreement to provide them with such insurance as is afforded by this policy.

However, the insurance afforded to such additional insured:

- (1) Only applies to the extent permitted by law; and
- (2) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

- (1) Any "occurrence" that takes place after you cease to be a tenant in such premises.
- (2) Structural alterations, new construction or demolition operations performed by or for such additional insureds.

## **VENDORS**

- g. Any person or organization who is a vendor of "your products", but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business.

However:

- (1) The insurance afforded to such vendor only applies to the extent permitted by law; and
- (2) If coverage provided to the vendor is required by a contract or agreement, the

insurance afforded to such vendor will not be broader than that which you are required by the contract or agreement to provide for such vendor.

With respect to the insurance afforded to these vendors, the following additional exclusions apply:

- (1) This insurance afforded the vendor does not apply to:
  - (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to the liability for damages that the vendor would have in the absence of the contract or agreement;
  - (b) Any express warranty unauthorized by you;
  - (c) Any physical or chemical change in the product made intentionally by the vendor;
  - (d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
  - (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
  - (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;
  - (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
  - (h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:
    - (i) The exceptions contained in Subparagraph (d) or (f); or
    - (ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.
- (2) This insurance does not apply to any insured person or organization from whom you have acquired such products, or any ingredient, part or container entering into, accompanying or containing such products.

With respect to the insurance afforded to these vendors, the following is added to Paragraph D. **Liability And Medical Expenses Limits Of Insurance:**

If coverage provided by the vendor is required by a contract or agreement, the most we will pay on behalf of the vendor is the amount of insurance:

- (1) Required by the contract or agreement; or
- (3) Available under the applicable Limits Of Insurance shown in the Declarations;

whichever is less.

This shall not increase the applicable Limits Of Insurance shown in the Declarations.

#### **OTHER PERSONS OR ORGANIZATIONS PURSUANT TO CONTRACT OR AGREEMENT**

- h. Any persons or organizations that you are required by a contract or agreement to provide with such insurance as is afforded by this policy. However, such a person or organization is an insured only:
- (1) To the extent such contract or agreement requires the additional insured to be afforded status as an insured; and
  - (2) For activities that did not occur, in whole or in part, before the execution of the contract or agreement.

No person or organization is an insured under this provision:

- (1) That is more specifically identified under any other provision of Paragraph **C. Who Is An Insured** (regardless of any limitation applicable thereto).
- (2) With respect to any assumption of liability in a contract or agreement. This limitation does not apply to the liability for damages the additional insured would have in the absence of the contract or agreement.

However, the insurance afforded to such persons or organizations:

- (1) Only applies to the extent permitted by law; and
- (2) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

The following is added at the end of Paragraph **C. Who Is An Insured**:

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

However, no person or organization is an insured with respect to the:

- a. Ownership, maintenance or use of any assets; or
- b. Conduct of any person or organization whose assets, business or organization;

any Named Insured acquires, either directly or indirectly, for any:

- (1) "Bodily injury" or "property damage" that occurred; or
- (2) "Personal and advertising injury" arising out of an offense first committed;

in whole or in part, before such acquisition is executed.

With respect to the insurance afforded to the persons or organizations described in Paragraphs **e., f., and h.** above, the following is added to Paragraph **D. Liability And Medical Expenses Limits Of Insurance**:

The most we will pay on behalf of such person or organization is the amount of insurance:

W-9

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Form 1099-NEC (2018) Department of the Treasury Internal Revenue Service

Go to www.irs.gov/Form1099-NEC for instructions and the latest information.

1 Name has changed on your income tax return. Name is required on this line. Do not leave this line blank.

Target River BE, Inc.

2 Business name (do not include suffixes, if different from above)

Target River

3 Check appropriate box for the federal tax classification of the person whose name is entered on line 1. Check only one of the following correct boxes.

Individual proprietor or single-member LLC Partnership S Corporation C Corporation Trust

4 Limited liability company. Write the tax classification (LLC, partnership, trust, corporation, S corporation, P, partnership)

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the master unless the owner of the LLC is another LLC that is not disregarded from the master for LLC federal tax purposes. Otherwise, a single-member LLC that is disregarded from the master should check the appropriate box for the tax classification of its owner.

Other (see instructions)

5 Exemption codes apply only to certain entities, and entities are not limited to page 20. Federal agency code (if any)

Exemption from FATCA reporting code (if any)

Business identification code (if any)

6 Address (number, street, and apt. or suite no.) See instructions.

222 S. Main Street, Floor 5

6 City, State, and ZIP code

Salt Lake City, UT 84111

7 If applicant maintains home telephone

8 Taxpayer's name and address (optional)

Print or type your taxpayer identification number on page 2.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN includes your mailing or home address or the TIN used for tax reporting. If you have more than one TIN, enter your social security number (SSN), passport, or a recent alien, non-green card, or temporary alien, and the instructions for that TIN later. For other entities, if you have an employer identification number (EIN), it may or may not be a TIN. Do not enter a TIN that is not yours.

Note: If the applicant is a trust, enter the trust's TIN. Also see other federal identification numbers for trusts on the instructions for completion of this form.

Table for Social Security Number with 9 columns.

Table for Employer Identification Number with 9 columns.

Part II Certification

- 1. I am the taxpayer. (Do not check.)
2. The number shown on this form is my correct taxpayer identification number. I am entering this number to be used to file and report my income tax.
3. I am not a partner in a partnership that is required to file Form 1099-NEC.
4. I am not a partner in a partnership that is required to file Form 1099-NEC.
5. I am not a partner in a partnership that is required to file Form 1099-NEC.
6. I am not a partner in a partnership that is required to file Form 1099-NEC.
7. I am not a partner in a partnership that is required to file Form 1099-NEC.
8. I am not a partner in a partnership that is required to file Form 1099-NEC.
9. I am not a partner in a partnership that is required to file Form 1099-NEC.
10. I am not a partner in a partnership that is required to file Form 1099-NEC.

Sign Here

Signature of taxpayer

Date 7/7/18

General Instructions

1. This form is used to report the TIN for the taxpayer.
2. The TIN is required for the taxpayer to file and report their income tax.
3. The TIN is also required for the taxpayer to receive certain federal benefits.

Purpose of Form

This form is used to report the TIN for the taxpayer. The TIN is required for the taxpayer to file and report their income tax. The TIN is also required for the taxpayer to receive certain federal benefits.

1. This form is used to report the TIN for the taxpayer.
2. The TIN is required for the taxpayer to file and report their income tax.
3. The TIN is also required for the taxpayer to receive certain federal benefits.



# Glendale Unified School District

Target River is excited to provide various TargetMarketing solutions for Glendale Unified School District to promote enrollment in TK & Kindergarten and CTE Programs / Pathways.



## Tactics Included:

- TargetReach - Visual ads reaching your community while they are visiting websites, using apps, or social platforms.
- TargetTV - Video ads reaching your community while watching on their television, desktop, laptop, phone, or tablet.
- TargetAudio - Audio ads reaching your community while they are listening to music, talk, news, podcasts, and sports.
- TargetContact - inbound lead generation of interested families going to district staff with name, contact info, and grade child is going into
- TargetDesign - Creative design of visual and audio materials for use to promote the district.
- TargetReporting - Weekly and monthly reporting of campaign performance.

All-inclusive cost of \$29,632. Target River guarantees the delivery of #1,500,000 impressions to the community.

## Terms

All ad copy to be reviewed and approved by an authorized individual from client and client shall be responsible for the accuracy of all ads published. No cancellation of agreement once executed. No warranty is expressed or implied. Payment schedule is as follows: one payment of \$29,632 due by April 30, 2023.

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Print Name

-----  
Authorized Signature

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Title, Glendale Unified School District

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Date

*Bryan Epperson*  
-----

*[Signature]*  
-----

Print Name

Authorized Signature

CEO, Target River

*3/28/23*  
-----  
Date

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 23

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Deidre Corwin, Interim Director, Child Development and Child Care

SUBJECT: **Approval of Community Partnership with GUSD and YMCA of Glendale for Child Care**

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The Superintendent recommends that the Board of Education enter into a local agreement with the YMCA of Glendale to provide child care on campus at Glenoaks Elementary School for the 2023-2024 school year.

The Glendale Unified School District proposes to enter into a partnership with the YMCA of Glendale to provide child care on campus at Glenoaks Elementary School for the 2023-2024 school year in order to meet the needs of families requesting child care.

The YMCA of Glendale will be providing child care for students in grades 1-6 from school dismissal until 6:00 p.m. on school days, at a cost of \$270 per month. The YMCA of Glendale will be responsible for charging and collecting fees from the families they will serve, as well as for staffing the program. The Child Development and Child Care (CDCC) and the YMCA of Glendale will work collaboratively to ensure safe and quality programming for all students enrolled in child care.

The Memorandum of Understanding and License Agreement for Use of School Site Between Glendale Unified School District and YMCA of Glendale is attached to this report.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

Glendale Unified School District  
Consent Calendar No. 23  
April 4, 2023  
Page 2

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

**MEMORANDUM OF UNDERSTANDING AND LICENSE AGREEMENT  
FOR USE OF SCHOOL SITE  
BETWEEN  
GLENDALE UNIFIED SCHOOL DISTRICT  
AND  
YMCA OF GLENDALE**

**THIS MEMORANDUM OF UNDERSTANDING AND LICENSE AGREEMENT** (“Agreement”) is entered into on \_\_\_\_ day of March 2023 (“Effective Date”), between the GLENDALE UNIFIED SCHOOL DISTRICT, a California public school district (“District”), and YMCA of Glendale, a California non-profit corporation (“Licensee”) (collectively referred to as “Parties”), for the purpose of providing recreational afterschool program services for District students during non-school hours (“Recreational After School Program Services”).

**RECITALS**

- A. The District is willing to grant Licensee a license for the non-exclusive use of facilities at identified school campuses within the District for the purpose of Licensee to operate Recreational Afterschool Program Services.
- B. Licensee desires and agrees to operate Recreational Afterschool Program Services, as defined herein, at Glenoaks Elementary School (“School Site”) serving students in grades 1 – 6.

**AGREEMENT**

NOW, THEREFORE, the Parties hereto for the consideration hereinafter expressed, covenant and agree as follows:

1. Grant of License and Use of School Site Facilities. The District grants a non- exclusive license to Licensee to use School Site’s facilities for the limited purposes of operating Recreational Afterschool Program Services. Any reference to Licensee’s use of the School Site shall include use by Licensee’s employees, contractors, volunteers or invitees.
2. Recreational Afterschool Program Services. In exchange for the non-exclusive license, Licensee will operate Recreational Afterschool Program Services on the School Site. Licensee will supply the staff, materials, and program management and supervision to operate the Recreational Afterschool Program Services. Licensee will work collaboratively with the District on program progress. Licensee agrees to provide a high-quality program consistent with the guidelines established by the District and the Licensee for this program. In operating the Recreational Afterschool Program Services, the Licensee will have the following responsibilities in support of the expanded learning programs:
  - a. Licensee will collect fees from participating families at the rate of Two Hundred Seventy Dollars (\$270.00) per month per child for Recreational Afterschool Program Services. Licensee will afford scholarships and/or discounted rates for families with more than two children enrolled in the program. The entire fee will be collected whether child attends a single day or entire month. Licensee will consult with the District to approve the proposed fee schedule and will seek approval prior to making any future changes to the fee schedule.
  - b. Licensee will develop, in consultation with the District, an evaluation plan to monitor the quality of the expanded learning programs provided, and will report program attendance to the District monthly, ten days after the end of the previous month.
  - c. Licensee will provide daily nutritional snacks for participating students.

- d. Coordinate the homework support and enrichment/recreational components of the afterschool program (including homework assistance, mathematics, reading, English, science, music, art, physical fitness activities, etc.) at the School Site.
- e. Supply and maintain an accurate daily sign-in and sign-out log for all students enrolled in the Recreational Afterschool Program as well as have a staff member review and verify actual attendance rosters against all sign-in/sign-out logs.
- f. Ensure students are signed-in by staff member and signed-out by parent/guardian or an approved adult on the emergency card at least 18 years of age or older.
- g. Recreational Afterschool Program Services will begin the first day of the District's school year and conclude on the last day of the District's school year. Program operations cannot be cancelled without approval of the School Site's administrators and the District.
- h. Recreational Afterschool Program Services outside of the District's traditional calendar school year may be operated with the approval of the District.
- i. Hire, train, and supervise site staff, including the site coordinators and program leaders, with input from District staff. Licensee will staff programs at school sites at the ratio of 10 children to 1 adult for grades TK/K and 20 children to 1 adult for grades 1-6.
- j. Attending Glendale Unified School District Child Development and Child Care Department's Professional Development Day four (4) hour training prior to the opening of the school year (currently scheduled for August 15, 2023) by both Licensee supervisors and staff to implement Glendale Unified School District Child Development and Child Care Department Staff Procedures (attached hereto as Exhibit 1) to ensure consistency among Recreational Afterschool Program Services districtwide.
- k. Seek regular input from principals (or District designee) regarding performance evaluations, including recommendations and feedback on site staff.
- l. Provide workers' compensation insurance for Licensee's employees and agents as required by law.
- m. Comply with all federal, state, and local laws and ordinances applicable to the work to be performed by Licensee or its employees under this Agreement.
- n. Provide all materials, tools, and instrumentalities required to perform the services under this Agreement, including curriculum developed by Licensee as its intellectual property.
- o. Participate in all cross training for site coordinators and site staff.
- p. Complete site emergency plans and related staff training.
- q. Maintain ongoing communication between Licensee staff and District staff at the School Site regarding student needs and progress, including but not limited to attendance at school-day meetings and/or meetings with identified District personnel where appropriate.
- r. Coordinate recreational afterschool program activities with District staff at the School Site to assure program supports current academic goals of teachers and administrators where appropriate.
- s. Provide homework support and other enrichment activities specifically supporting classroom curriculum and academic goals.
- t. Foster communication with and involvement of parents through parent orientations, parent handbook, development and distribution of periodic newsletters, and hosting, at a minimum, one parent night (can be in conjunction with school PTA and parallel after school programs).

- u. Recruit and train volunteers to lower the student/adult ratios in the program.
- v. Regularly attend and participate in scheduled governance and operations meetings.
- w. Adhere to proper management and fiscal accountability practices including maintaining proper insurance coverage, compliance with employment laws, and utilization of an accrual method of accounting.
- x. Provide documentation and findings of annual independent audits.
- y. Retain source documents related to attendance tracking for not less than five years.
- z. After school programs shall commence daily according to each school site's regular and early release bell schedule. After school programming shall end daily at 6:00 p.m.

3. California Expanded Learning Opportunities Program Eligible Pupils. Under California Education section 46120, the District must offer to all unduplicated pupils (i.e., Free/Reduced Lunch and English Language Learners) ("Eligible Pupil") in classroom-based instructional programs in kindergarten and grades 1 to 6, inclusive, access to expanded learning opportunity programs, including no cost after school programs. Upon the District's identification of Eligible Pupils under California's Expanded Learning Opportunities Program, the District shall to notify the Licensee of all Eligible Pupils enrolled in Licensee's Recreational Afterschool Program, Licensee shall not seek any payment directly from any Eligible Pupil, and District shall directly pay the Licensee the monthly enrollment fee of Two Hundred Seventy Dollars (\$270.00) on behalf of all Eligible Pupils. Licensee shall submit a single monthly invoice to the District for all Eligible Pupils' monthly fees. The District shall make payment within thirty (30) days of receipt of a monthly invoice.

4. Licensee's Employee Processing.

- (i) **Employee Eligibility Verification:** Licensee warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this agreement meet the citizenship or alien status requirement set forth in Federal statutes and regulations. Licensee shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. Licensee shall retain all such documentation for all covered employees for the period prescribed by the law. Licensee shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Licensee or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this agreement.
- (ii) **Fingerprinting and Criminal Background Check:** Licensee shall complete the background check requirements of California Education Code section 45125.1 for all of its employees who will be working on the District's school sites with students. Licensee shall not staff the summer program with any employees who have been convicted of a violent felony listed in California Penal Code section 1192.7(c). Licensee shall provide the District with fingerprinting/criminal background check for all employees who will be used to staff the summer program.



- (iii) **Tuberculosis Clearance:** Licensee will ensure that all of its employees who will be working on the District’s school sites with students are determined to be free of active tuberculosis by a medical professional.
- (iv) **COVID-19 Vaccination Status and Periodic Testing:** Licensee will ensure that all of its employees who will be working on the District’s school sites with students have been fully vaccinated for COVID-19. Licensee shall submit documentation to the District verifying that all of its employees who will be working on the District’s school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. If requested by the District, Licensee will also require all of its employees who will be working on the District’s school sites to participate in regular COVID-19 testing in compliance with the District’s current testing protocols. Licensee’s employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Licensee which upon receipt will immediately notify the District of the results.

5. California State Licensing. Licensee shall operate a recreational enrichment program per California Health and Safety Code section 1593.793, which is a license-exempt program.

6. License Fee. Licensee shall pay the District a License Fee of One Dollar and Zero Cents (\$1.00) per School Site, for use of the facilities between July 1, 2023 and June 30, 2024. License Fee payments are due on or before July 1, 2022. The License Fee is inclusive of maintenance, custodial and utility costs.

7. Term. The term of this Agreement shall extend from July 1, 2023 until June 30, 2024 (“Term”), unless mutually extended in writing by both parties.

8. Conditions of Facility Use.

(a) Repair of Facilities. Licensee shall be responsible for and shall pay for any and all repairs or replacements of any character whatsoever which are occasioned or are made necessary by reason of the negligence or misuse of the School Site’s facilities by Licensee, its employees, volunteers or invitees, excluding only those caused by the sole active negligence or willful misconduct of the District. Licensee shall notify District immediately of any damage caused to the School Site’s facilities. In the event that Licensee fails to repair or replace the School Site’s facilities, District may, at District’s sole discretion, undertake any repair or replacement of the School Site’s facilities and Licensee shall reimburse District for the costs of such repairs or maintenance within thirty (30) days of invoice by District.

(b) Maintenance and Clean Up of Facilities. District shall provide custodial and routine maintenance services during the Term of the Agreement. Licensee shall be responsible for the full and complete cleanup of the School Site’s facilities and any other portion of the School Site used by Licensee, its employees, volunteers or invitees at the close of each and every day, leaving it in a comparable state as existed prior to Licensee’s activities. As used herein, the term “cleanup” shall mean putting away equipment and supplies, picking up trash, cleaning or sweeping up spills, and similar related activities.

(c) Hazardous Materials. Under no circumstances during the term of this Agreement shall Licensee use or cause to be used at the School Site any hazardous or toxic substances or materials, and under no circumstance during the term of this Agreement shall Licensee store or dispose of any such substances or materials at the School Site. Notwithstanding the foregoing, Licensee may use, at its own risk, in compliance with any applicable laws and District policies, any ordinary and customary materials reasonably required to be used in the normal course of operation of Recreational Afterschool Program Service.

(d) Non-Interference with District Activities. This Agreement shall not grant Licensee, its employees, volunteers or invitees the right to interfere with any activities of District, as determined by the District in its sole discretion.

(e) Signage. Licensee shall not have the right to place, construct or maintain any sign, advertisement, awning, banner, or other external decorations on the improvements that are a part of the School Site without District's prior written consent, which consent is at the District's sole discretion.

(f) Locks - Keying and Access Authorization. The lock style, types of gates, and key/code authorization to be utilized at the School Site will be coordinated in such a manner as to allow dual access while maintaining the safety and security of people and property. District shall retain sole discretion and authority to determine lock style, types of gates, and key/code authorization at the School Site. The District shall provide Licensee with two (2) sets of keys necessary to access the School Site. Gate key requires a Two Hundred Dollar (\$200.00) deposit. Each key copy shall be provided at a cost of Five Dollars (\$5.00) per key.

(g) Parking. No vehicles shall be parked in driveways, loading areas, or other areas not specifically designated for parking.

(h) Utilities. District shall be responsible for payment of all utilities associated with operation and use of the Facilities during the term of this Agreement.

(i) Conduct of Licensee, Employees, Volunteers and Invitees. Licensee shall insure that all employees, contractors, volunteers, invitees, and all others in attendance have appropriate background and medical clearance and will adhere to proper standards of public conduct and comply with all District policies. There is to be no consumption of intoxicating liquors or other controlled substances, smoking, gambling, quarreling, fighting, use of profane language, or indecent exposure on or near the School Site. In the event the District determines, in its sole and absolute discretion, that an employee, contractor, volunteer or invitee of Licensee is failing to adhere to proper standards of public conduct, is in violation of any District policy and/or is in any way disrupting the activities of the District's employees, students and/or invitees, the District reserves the right to remove said individual, and/or require Licensee to remove said individual from the District's School Site and prohibit future access to the School Site.

9. Independent Contractor. Licensee is, and shall at all times be deemed to be an independent contractor, and shall be responsible for determining the sequence, method, details and manner in which it performs those services required under the terms of this Agreement. Nothing herein contained shall be construed as creating a relationship of employer and employee, or principal and agent, between the District and Licensee or any of Licensee's agents or employees. Nothing herein contained shall be construed as creating any partnership, joint venture or other agreement between the District and Licensee. Licensee assumes exclusively the responsibility for the acts of its employees or agents as they relate to services to be provided during the course and scope of their employment. Licensee, its agents and employees, shall not be entitled to any rights and/or privileges of the District's employees and shall not be considered in any manner to be the District's employees.

All persons employed by Licensee in the performance of services and functions with respect to this Agreement shall be deemed employees of Licensee and no Licensee employee shall be considered as an employee of the District under the jurisdiction of District, nor shall such Licensee employees have any District pension, civil service, or other status while an employee of Licensee.

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10. Indemnification. Licensee shall indemnify, pay for the defense of, and hold harmless the District, its board members, officers, agents, employees, students and invitees (“District Parties”) of and from any and all liabilities, claims, debts, damages, demands, suits, actions and causes of actions of whatsoever kind, nature or sort which may be incurred by reason of the negligent or willful acts and/or omissions of Licensee, its agents, officers, employees, contractors, volunteers, guests or invitees (“Licensee Parties”) in rendering any services hereunder. Licensee shall assume full responsibility for payments of federal, state and local taxes or contributions imposed or required under the social security, workers’ compensation or income tax law, or any disability or unemployment law, or retirement contribution of any sort whatever, concerning Licensee or any employee of Licensee and shall further indemnify, pay for the defense of, and hold harmless the District of and from any such payment or liability arising out of or in any manner connected with Licensee’s performance under this Agreement.

The District shall indemnify, pay for the defense of, and hold harmless Licensee Parties of and from any and all liabilities, claims, debts, damages, demands, suits, actions and causes of actions of whatsoever kind, nature or sort which may be incurred by reason of the District Parties’ negligent or willful acts and/or omissions in relation to this Agreement.

11. Insurance. During the entire term of this Agreement, Licensee shall procure, pay for and keep in full force and effect the following types of insurance:

(i) Comprehensive general liability insurance, including owned and non-owned automobile (vehicle) liability insurance with respect to the services provided by, or on behalf of, Licensee under this Agreement. All insurance policies shall state the name of the insurance carrier and name the District as an additional insured. Liability insurance for death, bodily injury and property damage shall be for no less than One Million dollars (\$1,000,000) per occurrence.

(ii) Sexual Abuse and Molestation Insurance Coverage for sexual abuse and molestation which covers bodily injury, emotional distress or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse, with limits no less than \$1,000,000 per wrongful act and \$2,000,000 aggregate.

(iii) Workers’ Compensation in accordance with the laws of California, and employers’ liability insurance with a limit of not less than \$1,000,000 per employee and \$1,000,000 per occurrence.

The policies of insurance described above shall be carried with responsible and solvent insurance companies authorized to do business in the State of California. True and correct copies of all certificates of insurance reflecting the coverage described above shall be provided to the District prior to the commencement of services under this agreement. Licensee agrees that it shall not cancel or change the coverage provided by the policies of insurance described above without first giving the District thirty (30) days prior written notice. Should any such policy of insurance be canceled or changed, Licensee agrees to immediately provide the District true and correct copies of all new or revised certificates of insurance.

12. Assignability. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Licensee without the prior written consent of the District.

13. Data Sharing. The District agrees to comply with all reasonable requests by Licensee and to provide access to all documents and electronic student data reasonably necessary for the performance of Licensee’s duties under this Agreement. Licensee agrees to abide by all confidentiality policies related to student data enforced by the District.

14. Termination. Unless otherwise terminated as provided below, this Agreement shall continue in force during the Term, or until the services provided for herein have been fully and completely performed, whichever shall occur first, and shall thereupon terminate.

If the District makes a good faith, reasonable determination that Licensee is in default of its obligations under this Agreement, the District must provide Licensee with a written request to cure the default. If the District reasonably believes that the default has not been cured within thirty (30) days of such written request to cure, then the District shall have the right to immediately terminate this Agreement upon written notification to Licensee.

At any time during the performance of this Agreement, either the District or Licensee, at its sole discretion, shall have the right to terminate this Agreement by giving sixty (60) days written notification of its intention to terminate.

In the event that this Agreement is terminated as provided above, Licensee shall retain fees earned through the date of termination, including a pro rata amount of the next payment that would have been made pursuant to the fee schedules.

15. Non-Solicitation of Employees. The Parties acknowledge that each of them has invested and will continue to invest significant amounts of time, money, effort, and resources to recruit, hire, train, and supervise qualified employees. Both Parties further acknowledge that each of them has a legitimate expectation that their employees will continue their employment and career development with them during and after the Term of this Agreement, which gives each of them a significant business advantage. During the Term of this Agreement, the Parties will be entrusted with access to the personal contact data for each of their respective employees. The Parties acknowledge that their respective legitimate interests would be impaired if the other were to solicit and recruit each other's personnel to leave their employment during or after the term of this Agreement. To protect these interests, the Parties agree that, for a period of six months after termination of this Agreement for any reason, such the Parties will not, without the prior written consent of the other party hereto, directly or indirectly, solicit to employ any employee of the each other with which they have had contact with or became aware of in connection with the services performed under this Agreement; provided, however, that the foregoing shall not prevent either party from making general public solicitations for employment for any position or from employing any employee of the other who either responds to such a general solicitation for employment or otherwise contacts such party on his or her own initiative and without solicitation by such party in contravention of the above restriction.

16. Nondiscrimination. In utilizing the Agreement, Licensee shall comply with all applicable non-discrimination laws and shall not discriminate against any person on account of race, color, religion, age, sex, marital status, mental or physical disability, gender, gender identity, gender expression, sexual orientation, genetic information, ethnicity, ethnic group identification, national origin or nationality, ancestry, or a perception that a person has any of these characteristics or that the person is associated with a person who has, or is perceived to have, any of these characteristics.

17. Submittal of Documents. Licensee shall not commence the services under this agreement until the Licensee has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- Signed Agreement
- Workers' Compensation Certification (Attached as Exhibit A)
- Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
- Insurance Certificates and Endorsements
- Non-collusion Declaration (Attached as Exhibit C)
- Tuberculosis Clearance (Attached as Exhibit D)
- COVID-19 Vaccination Clearance (Attached as Exhibit E)

18. Entire Agreement. This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, superseding all negotiations, prior discussions and preliminary agreements made prior to the date hereof. This Agreement may not be changed except in writing executed by both parties.

19. Severability. If any provision in 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 without being impaired or invalidated in any way.

20. Legal Interpretation of Instrument. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

21. Attorneys' Fees. If any legal action is necessary to enforce any of the terms or conditions of this Agreement, each party shall bear their own attorneys' fees.

22. Notices. Any notice required to be given by the terms of this document shall be deemed to have been given when the same is personally delivered, or sent by first-class mail, postage prepaid, addressed to the respective parties as follows:

YMCA of Glendale 140 N Louise Street Glendale, CA 91206	Glendale Unified School District 223 N. Jackson St. Glendale, CA 91206
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23. Board Approval. This Agreement is not valid or an enforceable obligation against the District until approved or ratified by the District's Board of Education.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the Effective Date.

Glendale Unified School District	YMCA of Glendale
By: _____	By: _____

**EXHIBIT "A"**

**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 Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

(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.)



**EXHIBIT "B"**

**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 Contractor Agreement for Professional Services ("Agreement"):

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor'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 Contractor, 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.

- Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or
- Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: \_\_\_\_\_

Name of Contractor or Company: \_\_\_\_\_

Representative's Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**EXHIBIT "C"**

**NONCOLLUSION DECLARATION TO BE EXECUTED BY  
BIDDER AND SUBMITTED WITH BID**  
(Public Contract Code section 7106)

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**EXHIBIT “D”**

**TUBERCULOSIS CLEARANCE**

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the \_\_\_\_\_ (“Contractor”) currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor’s responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors’ employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or
  
- Contractor’s Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT “E”**  
**COVID-19 VACCINATION ADDENDUM**  
**TO**  
**GLENDALE UNIFIED SERVICES AGREEMENT**

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the \_\_\_\_\_ (“Contractor”) currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

**COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District’s school sites have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District’s school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District’s school sites to participate in regular COVID-19 testing in compliance with the District’s current testing protocols. Contractor’s employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Contractor which upon receipt will immediately notify the District of the results.

Contractor’s responsibility for COVID-19 clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT “1”**

[See Attached Glendale Unified School District  
Child Development and Child Care Department Staff Procedure]

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 24

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Kelly King, Assistant Superintendent, Educational Services

PREPARED BY: Deidre Corwin, Interim Director, Child Development and Child Care

SUBJECT: **Approval of Community Partnership with GUSD and YMCA of the Foothills for Child Care**

---

The Superintendent recommends that the Board of Education enter into a local agreement with the YMCA of the Foothills to provide child care on campus at Monte Vista Elementary School for the 2023-2024 school year.

The Glendale Unified School District proposes to enter into a partnership with the YMCA of the Foothills to provide child care on campus at Monte Vista Elementary School for the 2023-2024 school year in order to meet the needs of families requesting child care.

The YMCA of the Foothills will be providing child care for students in grades 1-6 from school dismissal until 6:00 p.m. on school days, at a cost of \$270 per month. The YMCA of the Foothills will be responsible for charging and collecting fees from the families they will serve, as well as for staffing the program. The Child Development and Child Care (CDCC) and the YMCA of the Foothills will work collaboratively to ensure safe and quality programming for all students enrolled in child care.

The Memorandum of Understanding and License Agreement for Use of School Site Between Glendale Unified School District and YMCA of the Foothills is attached to this report.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***



Glendale Unified School District  
Consent Calendar No. 24  
April 4, 2023  
Page 2

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

**MEMORANDUM OF UNDERSTANDING AND LICENSE AGREEMENT  
FOR USE OF SCHOOL SITE  
BETWEEN  
GLENDALE UNIFIED SCHOOL DISTRICT  
AND  
YMCA OF THE FOOTHILLS**

**THIS MEMORANDUM OF UNDERSTANDING AND LICENSE AGREEMENT** (“Agreement”) is entered into on \_\_\_\_ day of March 2023 (“Effective Date”), between the GLENDALE UNIFIED SCHOOL DISTRICT, a California public school district (“District”), and YMCA of the Foothills, a California non-profit corporation (“Licensee”) (collectively referred to as “Parties”), for the purpose of providing recreational afterschool program services for District students during non-school hours (“Recreational After School Program Services”).

**RECITALS**

- A. The District is willing to grant Licensee a license for the non-exclusive use of facilities at identified school campuses within the District for the purpose of Licensee to operate Recreational Afterschool Program Services.
- B. Licensee desires and agrees to operate Recreational Afterschool Program Services, as defined herein, at Monte Vista Elementary School (“School Site”) serving students in grades 1 – 6.

**AGREEMENT**

NOW, THEREFORE, the Parties hereto for the consideration hereinafter expressed, covenant and agree as follows:

1. **Grant of License and Use of School Site Facilities.** The District grants a non- exclusive license to Licensee to use School Site’s facilities for the limited purposes of operating Recreational Afterschool Program Services. Any reference to Licensee’s use of the School Site shall include use by Licensee’s employees, contractors, volunteers or invitees.
2. **Recreational Afterschool Program Services.** In exchange for the non-exclusive license, Licensee will operate Recreational Afterschool Program Services on the School Site. Licensee will supply the staff, materials, and program management and supervision to operate the Recreational Afterschool Program Services. Licensee will work collaboratively with the District on program progress. Licensee agrees to provide a high-quality program consistent with the guidelines established by the District and the Licensee for this program. In operating the Recreational Afterschool Program Services, the Licensee will have the following responsibilities in support of the expanded learning programs:
  - a. Licensee will collect fees from participating families at the rate of Two Hundred Seventy Dollars (\$270.00) per month per child for Recreational Afterschool Program Services. Licensee will afford scholarships and/or discounted rates for families with more than two children enrolled in the program. The entire fee will be collected whether child attends a single day or entire month. Licensee will consult with the District to approve the proposed fee schedule and will seek approval prior to making any future changes to the fee schedule.
  - b. Licensee will develop, in consultation with the District, an evaluation plan to monitor the quality of the expanded learning programs provided, and will report program attendance to the District monthly, ten days after the end of the previous month.
  - c. Licensee will provide daily nutritional snacks for participating students.

- d. Coordinate the homework support and enrichment/recreational components of the afterschool program (including homework assistance, mathematics, reading, English, science, music, art, physical fitness activities, etc.) at the School Site.
- e. Supply and maintain an accurate daily sign-in and sign-out log for all students enrolled in the Recreational Afterschool Program as well as have a staff member review and verify actual attendance rosters against all sign-in/sign-out logs.
- f. Ensure students are signed-in by staff member and signed-out by parent/guardian or an approved adult on the emergency card at least 18 years of age or older.
- g. Recreational Afterschool Program Services will begin the first day of the District's school year and conclude on the last day of the District's school year. Program operations cannot be cancelled without approval of the School Site's administrators and the District.
- h. Recreational Afterschool Program Services outside of the District's traditional calendar school year may be operated with the approval of the District.
- i. Hire, train, and supervise site staff, including the site coordinators and program leaders, with input from District staff. Licensee will staff programs at school sites at the ratio of 10 children to 1 adult for grades TK/K and 20 children to 1 adult for grades 1-6.
- j. Attending Glendale Unified School District Child Development and Child Care Department's Professional Development Day four (4) hour training prior to the opening of the school year (currently scheduled for August 15, 2023) by both Licensee supervisors and staff to implement Glendale Unified School District Child Development and Child Care Department Staff Procedures (attached hereto as Exhibit 1) to ensure consistency among Recreational Afterschool Program Services districtwide.
- k. Seek regular input from principals (or District designee) regarding performance evaluations, including recommendations and feedback on site staff.
- l. Provide workers' compensation insurance for Licensee's employees and agents as required by law.
- m. Comply with all federal, state, and local laws and ordinances applicable to the work to be performed by Licensee or its employees under this Agreement.
- n. Provide all materials, tools, and instrumentalities required to perform the services under this Agreement, including curriculum developed by Licensee as its intellectual property.
- o. Participate in all cross training for site coordinators and site staff.
- p. Complete site emergency plans and related staff training.
- q. Maintain ongoing communication between Licensee staff and District staff at the School Site regarding student needs and progress, including but not limited to attendance at school-day meetings and/or meetings with identified District personnel where appropriate.
- r. Coordinate recreational afterschool program activities with District staff at the School Site to assure program supports current academic goals of teachers and administrators where appropriate.
- s. Provide homework support and other enrichment activities specifically supporting classroom curriculum and academic goals.
- t. Foster communication with and involvement of parents through parent orientations, parent handbook, development and distribution of periodic newsletters, and hosting, at a minimum, one parent night (can be in conjunction with school PTA and parallel after school programs).

- u. Recruit and train volunteers to lower the student/adult ratios in the program.
- v. Regularly attend and participate in scheduled governance and operations meetings.
- w. Adhere to proper management and fiscal accountability practices including maintaining proper insurance coverage, compliance with employment laws, and utilization of an accrual method of accounting.
- x. Provide documentation and findings of annual independent audits.
- y. Retain source documents related to attendance tracking for not less than five years.
- z. After school programs shall commence daily according to each school site's regular and early release bell schedule. After school programming shall end daily at 6:00 p.m.

3. California Expanded Learning Opportunities Program Eligible Pupils. Under California Education section 46120, the District must offer to all unduplicated pupils (i.e., Free/Reduced Lunch and English Language Learners) ("Eligible Pupil") in classroom-based instructional programs in kindergarten and grades 1 to 6, inclusive, access to expanded learning opportunity programs, including no cost after school programs. Upon the District's identification of Eligible Pupils under California's Expanded Learning Opportunities Program, the District shall to notify the Licensee of all Eligible Pupils enrolled in Licensee's Recreational Afterschool Program, Licensee shall not seek any payment directly from any Eligible Pupil, and District shall directly pay the Licensee the monthly enrollment fee of Two Hundred Seventy Dollars (\$270.00) on behalf of all Eligible Pupils. Licensee shall submit a single monthly invoice to the District for all Eligible Pupils' monthly fees. The District shall make payment within thirty (30) days of receipt of a monthly invoice.

4. Licensee's Employee Processing.

- (i) **Employee Eligibility Verification:** Licensee warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this agreement meet the citizenship or alien status requirement set forth in Federal statutes and regulations. Licensee shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. Licensee shall retain all such documentation for all covered employees for the period prescribed by the law. Licensee shall indemnify, defend with counsel approved in writing by District, and hold harmless, the District, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Licensee or the District or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this agreement.
- (ii) **Fingerprinting and Criminal Background Check:** Licensee shall complete the background check requirements of California Education Code section 45125.1 for all of its employees who will be working on the District's school sites with students. Licensee shall not staff the summer program with any employees who have been convicted of a violent felony listed in California Penal Code section 1192.7(c). Licensee shall provide the District with fingerprinting/criminal background check for all employees who will be used to staff the summer program.

- (iii) **Tuberculosis Clearance:** Licensee will ensure that all of its employees who will be working on the District’s school sites with students are determined to be free of active tuberculosis by a medical professional.
- (iv) **COVID-19 Vaccination Status and Periodic Testing:** Licensee will ensure that all of its employees who will be working on the District’s school sites with students have been fully vaccinated for COVID-19. Licensee shall submit documentation to the District verifying that all of its employees who will be working on the District’s school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. If requested by the District, Licensee will also require all of its employees who will be working on the District’s school sites to participate in regular COVID-19 testing in compliance with the District’s current testing protocols. Licensee’s employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Licensee which upon receipt will immediately notify the District of the results.

5. California State Licensing. Licensee shall operate a recreational enrichment program per California Health and Safety Code section 1593.793, which is a license-exempt program.

6. License Fee. Licensee shall pay the District a License Fee of One Dollar and Zero Cents (\$1.00) per School Site, for use of the facilities between July 1, 2023 and June 30, 2024. License Fee payments are due on or before July 1, 2022. The License Fee is inclusive of maintenance, custodial and utility costs.

7. Term. The term of this Agreement shall extend from July 1, 2023 until June 30, 2024 (“Term”), unless mutually extended in writing by both parties.

8. Conditions of Facility Use.

(a) Repair of Facilities. Licensee shall be responsible for and shall pay for any and all repairs or replacements of any character whatsoever which are occasioned or are made necessary by reason of the negligence or misuse of the School Site’s facilities by Licensee, its employees, volunteers or invitees, excluding only those caused by the sole active negligence or willful misconduct of the District. Licensee shall notify District immediately of any damage caused to the School Site’s facilities. In the event that Licensee fails to repair or replace the School Site’s facilities, District may, at District’s sole discretion, undertake any repair or replacement of the School Site’s facilities and Licensee shall reimburse District for the costs of such repairs or maintenance within thirty (30) days of invoice by District.

(b) Maintenance and Clean Up of Facilities. District shall provide custodial and routine maintenance services during the Term of the Agreement. Licensee shall be responsible for the full and complete cleanup of the School Site’s facilities and any other portion of the School Site used by Licensee, its employees, volunteers or invitees at the close of each and every day, leaving it in a comparable state as existed prior to Licensee’s activities. As used herein, the term “cleanup” shall mean putting away equipment and supplies, picking up trash, cleaning or sweeping up spills, and similar related activities.

(c) Hazardous Materials. Under no circumstances during the term of this Agreement shall Licensee use or cause to be used at the School Site any hazardous or toxic substances or materials, and under no circumstance during the term of this Agreement shall Licensee store or dispose of any such substances or materials at the School Site. Notwithstanding the foregoing, Licensee may use, at its own risk, in compliance with any applicable laws and District policies, any ordinary and customary materials reasonably required to be used in the normal course of operation of Recreational Afterschool Program Service.

(d) Non-Interference with District Activities. This Agreement shall not grant Licensee, its employees, volunteers or invitees the right to interfere with any activities of District, as determined by the District in its sole discretion.

(e) Signage. Licensee shall not have the right to place, construct or maintain any sign, advertisement, awning, banner, or other external decorations on the improvements that are a part of the School Site without District's prior written consent, which consent is at the District's sole discretion.

(f) Locks - Keying and Access Authorization. The lock style, types of gates, and key/code authorization to be utilized at the School Site will be coordinated in such a manner as to allow dual access while maintaining the safety and security of people and property. District shall retain sole discretion and authority to determine lock style, types of gates, and key/code authorization at the School Site. The District shall provide Licensee with two (2) sets of keys necessary to access the School Site. Gate key requires a Two Hundred Dollar (\$200.00) deposit. Each key copy shall be provided at a cost of Five Dollars (\$5.00) per key.

(g) Parking. No vehicles shall be parked in driveways, loading areas, or other areas not specifically designated for parking.

(h) Utilities. District shall be responsible for payment of all utilities associated with operation and use of the Facilities during the term of this Agreement.

(i) Conduct of Licensee, Employees, Volunteers and Invitees. Licensee shall insure that all employees, contractors, volunteers, invitees, and all others in attendance have appropriate background and medical clearance and will adhere to proper standards of public conduct and comply with all District policies. There is to be no consumption of intoxicating liquors or other controlled substances, smoking, gambling, quarreling, fighting, use of profane language, or indecent exposure on or near the School Site. In the event the District determines, in its sole and absolute discretion, that an employee, contractor, volunteer or invitee of Licensee is failing to adhere to proper standards of public conduct, is in violation of any District policy and/or is in any way disrupting the activities of the District's employees, students and/or invitees, the District reserves the right to remove said individual, and/or require Licensee to remove said individual from the District's School Site and prohibit future access to the School Site.

9. Independent Contractor. Licensee is, and shall at all times be deemed to be an independent contractor, and shall be responsible for determining the sequence, method, details and manner in which it performs those services required under the terms of this Agreement. Nothing herein contained shall be construed as creating a relationship of employer and employee, or principal and agent, between the District and Licensee or any of Licensee's agents or employees. Nothing herein contained shall be construed as creating any partnership, joint venture or other agreement between the District and Licensee. Licensee assumes exclusively the responsibility for the acts of its employees or agents as they relate to services to be provided during the course and scope of their employment. Licensee, its agents and employees, shall not be entitled to any rights and/or privileges of the District's employees and shall not be considered in any manner to be the District's employees.

All persons employed by Licensee in the performance of services and functions with respect to this Agreement shall be deemed employees of Licensee and no Licensee employee shall be considered as an employee of the District under the jurisdiction of District, nor shall such Licensee employees have any District pension, civil service, or other status while an employee of Licensee.

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10. Indemnification. Licensee shall indemnify, pay for the defense of, and hold harmless the District, its board members, officers, agents, employees, students and invitees (“District Parties”) of and from any and all liabilities, claims, debts, damages, demands, suits, actions and causes of actions of whatsoever kind, nature or sort which may be incurred by reason of the negligent or willful acts and/or omissions of Licensee, its agents, officers, employees, contractors, volunteers, guests or invitees (“Licensee Parties”) in rendering any services hereunder. Licensee shall assume full responsibility for payments of federal, state and local taxes or contributions imposed or required under the social security, workers’ compensation or income tax law, or any disability or unemployment law, or retirement contribution of any sort whatever, concerning Licensee or any employee of Licensee and shall further indemnify, pay for the defense of, and hold harmless the District of and from any such payment or liability arising out of or in any manner connected with Licensee’s performance under this Agreement.

The District shall indemnify, pay for the defense of, and hold harmless Licensee Parties of and from any and all liabilities, claims, debts, damages, demands, suits, actions and causes of actions of whatsoever kind, nature or sort which may be incurred by reason of the District Parties’ negligent or willful acts and/or omissions in relation to this Agreement.

11. Insurance. During the entire term of this Agreement, Licensee shall procure, pay for and keep in full force and effect the following types of insurance:

(i) Comprehensive general liability insurance, including owned and non-owned automobile (vehicle) liability insurance with respect to the services provided by, or on behalf of, Licensee under this Agreement. All insurance policies shall state the name of the insurance carrier and name the District as an additional insured. Liability insurance for death, bodily injury and property damage shall be for no less than One Million dollars (\$1,000,000) per occurrence.

(ii) Sexual Abuse and Molestation Insurance Coverage for sexual abuse and molestation which covers bodily injury, emotional distress or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse, with limits no less than \$1,000,000 per wrongful act and \$2,000,000 aggregate.

(iii) Workers’ Compensation in accordance with the laws of California, and employers’ liability insurance with a limit of not less than \$1,000,000 per employee and \$1,000,000 per occurrence.

The policies of insurance described above shall be carried with responsible and solvent insurance companies authorized to do business in the State of California. True and correct copies of all certificates of insurance reflecting the coverage described above shall be provided to the District prior to the commencement of services under this agreement. Licensee agrees that it shall not cancel or change the coverage provided by the policies of insurance described above without first giving the District thirty (30) days prior written notice. Should any such policy of insurance be canceled or changed, Licensee agrees to immediately provide the District true and correct copies of all new or revised certificates of insurance.

12. Assignability. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Licensee without the prior written consent of the District.

13. Data Sharing. The District agrees to comply with all reasonable requests by Licensee and to provide access to all documents and electronic student data reasonably necessary for the performance of Licensee’s duties under this Agreement. Licensee agrees to abide by all confidentiality policies related to student data enforced by the District.

14. Termination. Unless otherwise terminated as provided below, this Agreement shall continue in force during the Term, or until the services provided for herein have been fully and completely performed, whichever shall occur first, and shall thereupon terminate.

If the District makes a good faith, reasonable determination that Licensee is in default of its obligations under this Agreement, the District must provide Licensee with a written request to cure the default. If the District reasonably believes that the default has not been cured within thirty (30) days of such written request to cure, then the District shall have the right to immediately terminate this Agreement upon written notification to Licensee.

At any time during the performance of this Agreement, either the District or Licensee, at its sole discretion, shall have the right to terminate this Agreement by giving sixty (60) days written notification of its intention to terminate.

In the event that this Agreement is terminated as provided above, Licensee shall retain fees earned through the date of termination, including a pro rata amount of the next payment that would have been made pursuant to the fee schedules.

15. Non-Solicitation of Employees. The Parties acknowledge that each of them has invested and will continue to invest significant amounts of time, money, effort, and resources to recruit, hire, train, and supervise qualified employees. Both Parties further acknowledge that each of them has a legitimate expectation that their employees will continue their employment and career development with them during and after the Term of this Agreement, which gives each of them a significant business advantage. During the Term of this Agreement, the Parties will be entrusted with access to the personal contact data for each of their respective employees. The Parties acknowledge that their respective legitimate interests would be impaired if the other were to solicit and recruit each other's personnel to leave their employment during or after the term of this Agreement. To protect these interests, the Parties agree that, for a period of six months after termination of this Agreement for any reason, such the Parties will not, without the prior written consent of the other party hereto, directly or indirectly, solicit to employ any employee of the each other with which they have had contact with or became aware of in connection with the services performed under this Agreement; provided, however, that the foregoing shall not prevent either party from making general public solicitations for employment for any position or from employing any employee of the other who either responds to such a general solicitation for employment or otherwise contacts such party on his or her own initiative and without solicitation by such party in contravention of the above restriction.

16. Nondiscrimination. In utilizing the Agreement, Licensee shall comply with all applicable non-discrimination laws and shall not discriminate against any person on account of race, color, religion, age, sex, marital status, mental or physical disability, gender, gender identity, gender expression, sexual orientation, genetic information, ethnicity, ethnic group identification, national origin or nationality, ancestry, or a perception that a person has any of these characteristics or that the person is associated with a person who has, or is perceived to have, any of these characteristics.

17. Submittal of Documents. Licensee shall not commence the services under this agreement until the Licensee has submitted and the District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated below:

- Signed Agreement
- Workers' Compensation Certification (Attached as Exhibit A)
- Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
- Insurance Certificates and Endorsements
- Non-collusion Declaration (Attached as Exhibit C)
- Tuberculosis Clearance (Attached as Exhibit D)
- COVID-19 Vaccination Clearance (Attached as Exhibit E)

18. Entire Agreement. This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, superseding all negotiations, prior discussions and preliminary agreements made prior to the date hereof. This Agreement may not be changed except in writing executed by both parties.

19. Severability. If any provision in 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 without being impaired or invalidated in any way.

20. Legal Interpretation of Instrument. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

21. Attorneys' Fees. If any legal action is necessary to enforce any of the terms or conditions of this Agreement, each party shall bear their own attorneys' fees.

22. Notices. Any notice required to be given by the terms of this document shall be deemed to have been given when the same is personally delivered, or sent by first-class mail, postage prepaid, addressed to the respective parties as follows:

YMCA of the Foothills 1930 Foothill Blvd La Canada Flintridge CA 91011	Glendale Unified School District 223 N. Jackson St. Glendale, CA 91206
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23. Board Approval. This Agreement is not valid or an enforceable obligation against the District until approved or ratified by the District's Board of Education.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the Effective Date.

Glendale Unified School District	YMCA of the Foothills
By: _____	By: _____

**EXHIBIT "A"**

**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 Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

(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.)

**EXHIBIT "B"**

**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 Contractor Agreement for Professional Services ("Agreement"):

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor'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 Contractor, 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.

- Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or
- Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: \_\_\_\_\_

Name of Contractor or Company: \_\_\_\_\_

Representative's Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**EXHIBIT "C"**

**NONCOLLUSION DECLARATION TO BE EXECUTED BY  
BIDDER AND SUBMITTED WITH BID**  
(Public Contract Code section 7106)

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name



**EXHIBIT “D”**

**TUBERCULOSIS CLEARANCE**

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the \_\_\_\_\_ (“Contractor”) currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor’s responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors’ employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or
  
- Contractor’s Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT “E”**  
**COVID-19 VACCINATION ADDENDUM**  
**TO**  
**GLENDALE UNIFIED SERVICES AGREEMENT**

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the \_\_\_\_\_ (“Contractor”) currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

**COVID-19 Vaccination Status and Periodic Testing:** Contractor will ensure that all of its employees who will be working on the District’s school sites have been fully vaccinated for COVID-19. Contractor shall submit documentation to the District verifying that all of its employees who will be working on the District’s school sites have received the complete COVID-19 vaccination within two weeks prior to starting to provide services at a District school site. Contractor further will require all of its employees who will be working on the District’s school sites to participate in regular COVID-19 testing in compliance with the District’s current testing protocols. Contractor’s employees can either participate in the District on-site testing program wherein the District will directly receive testing results or seek testing on their own and furnish their test results to Contractor which upon receipt will immediately notify the District of the results.

Contractor’s responsibility for COVID-19 clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT “1”**

[See Attached Glendale Unified School District  
Child Development and Child Care Department Staff Procedure]

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 25

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Brook Reynolds, Executive Director, Elementary Education

SUBJECT: **Acceptance of DonorsChoose Award for Mountain Avenue Elementary School**

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The Superintendent recommends that the Board of Education accept funding from DonorsChoose in the amount of \$276.07 to support a project submitted by Mountain Avenue Elementary School.

DonorsChoose is an organization that connects concerned individuals, called "Citizen Philanthropists," with classroom teachers, to provide funds or materials for class projects. Public school teachers create student project proposals and submit the one-page essay and list of resources needed. These concerned individuals fund the student projects of their choice, in whole or in part.

DonorsChoose purchases the student materials and ships items directly to the school, using a network of partnerships and vendors. Teachers are required to complete a feedback package, including documenting the project with photographs, which in turn are shared with the individual that funded the project.

The following project was submitted and awarded by DonorsChoose:

Mountain Avenue Elementary School – Clarissa Marquez, Teacher

Project: Math Engagement and Fluency Through Cooperative Learning

This project was awarded new Math game kits (domino set, multiplication & division set, fraction & decimal set, dice tub), furnished by Lakeshore Learning Materials, valued at \$276.07. The kits will be used by Ms. Marquez's students to help promote fluency during Math centers time in class. Students will develop fluency in multiplication, division, fraction and decimals, while playing Math games and working collaboratively with peers in small learning groups.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; plan for the District's future educational and facility needs.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 26

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Chris Coulter, Executive Director, Secondary Instruction

**SUBJECT: Acceptance of DonorsChoose Award for Wilson Middle School**

The Superintendent recommends that the Board of Education accept funding from DonorsChoose in the amount of \$486 to support a project submitted by Wilson Middle School.

DonorsChoose is an organization that connects concerned individuals, called "Citizen Philanthropists," with classroom teachers, to provide funds or materials for class projects. Public school teachers create student project proposals and submit the one-page essay and list of resources needed. These concerned individuals fund the student projects of their choice, in whole or in part.

DonorsChoose purchases the student materials and ships items directly to the school, using a network of partnerships and vendors. Teachers are required to complete a feedback package, including documenting the project with photographs, which in turn are shared with the individual that funded the project.

The following project was submitted and awarded by DonorsChoose:

Wilson Middle School – Morgan Wilson, Teacher

Project: Supporting Healthy Habits with a Calming Wellness Center!

This project was awarded the following items valued at \$486:

- Ergonomic Chair
- Table
- Bookcase/Storage
- Teen's Guide to Coping Skills
- Mindfulness Breathing Tool
- Sensory Calming Toys
- Words of Affirmation Bracelet Kit
- Brain Teaser Puzzles



The objective of the project is to give students access to healthy coping tools to improve energy, concentration, motivation, optimism, and academic performance. The wellness center will be accessible to all students to encourage and support healthy coping strategies and mental health awareness.

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 1: Maximize Student Achievement – Close the digital and equity gap; offer robust in-person and independent study learning programs; and accelerate learning and improve attendance and engagement.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 2: Foster a Positive Culture of Learning – Ensure equitable teaching and learning opportunities led by excellence; support culturally relevant curriculum that emphasizes inclusion; and increase school connectedness for students, parents, and families.***

***TO SUPPORT 2022-23 BOARD PRIORITY NO. 3: Ensure the Health and Safety of Students and Employees – Strengthen mental health support and programs; ensure best practices for safe and healthy learning environments; and support physical, social, and emotional wellbeing.***

GLENDALE UNIFIED SCHOOL DISTRICT

April 4, 2023

CONSENT CALENDAR NO. 27

TO: Board of Education  
FROM: Dr. Vivian Ekchian, Superintendent  
SUBJECT: **Acceptance of Gifts**

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The Superintendent recommends that the following gifts to the District be accepted and that letters of appreciation be written to the donors:

- a. Gene Haas Foundation wishes to donate to the District \$20,000.00 to support student scholarships and competitions for Team 696 for use at Clark Magnet High School.
- b. Future Engineers LLC wishes to donate to the District \$1,500.00 to purchase materials and supplies for use at Clark Magnet High School.
- c. AIAA Foundation wishes to donate to the District \$500.00 to purchase equipment for use at Clark Magnet High School.
- d. Build It Foundation wishes to donate to the District \$219.00 to purchase instructional materials for the Robotics Program for use at Clark Magnet High School.
- e. Chick-Fil-A at the Americana at Brand In-Line wishes to donate to the District \$110.00 to purchase materials and supplies for use at Columbus Elementary School.
- f. DCLA Inc, DBA Student Bottles wishes to donate to the District \$152.51 to purchase instructional materials and supplies for use at Columbus Elementary School.
- g. Monte Vista Elementary Student Body Fund wishes to donate to the District \$3,031.96 to pay for bus transportation for use at Monte Vista Elementary School.
- h. Valley View Edu Foundation wishes to donate to the District \$1542.60 to pay for 4<sup>th</sup> grade bus transportation for use at Valley View Elementary School.
- i. Barbara Zatarain wishes to donate to the District \$50.00 for operational services to support the Adelante Latinos program.

Glendale Unified School District

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- j. Olga Elena Iraheta wishes to donate to the District \$100.00 for operational services to support the Adelante Latinos program.
- k. Rotary Club of Glendale wishes to donate to the District \$500.00 through the Equity, Access and Family Engagement Department for operational services to support the Scholastic Bowl.