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

## BOARD OF EDUCATION AGENDA

May 2, 2023 Meeting No. 19 Regular Meeting

#### GLENDALE UNIFIED SCHOOL DISTRICT

223 North Jackson Street Glendale, California 91206 (818) 241-3111

## **BOARD OF EDUCATION MEETING NO. 19 Administration Center**

May 2, 2023

"Preparing our students for their future."

"Excelling Together with Endless Pathways for Success."

#### Please Note Times

5:00 P.M. - Opening,
Presentation
Acknowledgements and Recognitions
Student Board Member Report

Public Communications

Closed Session

7:30 P.M. - Regular Meeting
Superintendent's Updates
Information, Action
Consent Calendar
Reports

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 <u>participate in the Board Meeting and/or</u> 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 Marharyta Klymenko, a preschool student at College View 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. PRESENTATION

#### 1. Asian American/Pacific Islander Heritage Month

In Glendale Unified schools we proudly celebrate the many ethnicities and cultures that make up our diverse district. Asian American and Pacific Islander Heritage Month takes place in May and celebrates the culture, traditions, and history of Asian Americans and Pacific Islanders in the United States.

#### C. ACKNOWLEDGEMENTS AND RECOGNITIONS

#### 1. Teacher Appreciation Week

May 8-12, 2023 we celebrate National Teacher Appreciation Week, May 9 is National Teacher Appreciation Day, and May 10, 2023 is California Day of the Teacher. The Board of Education would like to recognize our outstanding Glendale Unified teachers for their continued commitment to serving students.

#### 2. School Nutrition Employee Week

May 1-5, 2023 we celebrate School Nutrition Employee Week. Glendale Unified Nutrition Services staff work tirelessly to provide our students with nutritious meals, serving over 1 million breakfasts and 2 million lunches a year.

#### 3. School Nurse Day

May 6, 2023 is National Nurses Day and May 10, 2023 is National School Nurse Day, sponsored by the National Association of School Nurses. Nurses play an important role in protecting students and employee health and safety, as well as providing valuable information and resources to staff, families, and the community. They work behind the scenes, but their contributions to the school district are worthy of special recognition.

#### 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

ADDRESSING THE BOARD OF EDUCATION - An individual or group representative may 1. 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.

#### E. COMMUNICATIONS FROM THE PUBLIC-continued

Instructions for Public Communication

- 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.
- 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. 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

- Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957
- 3. Threat to Public Services or Facilities pursuant to Government Code §54957 Consultation with Dr. Vivian Ekchian, Superintendent

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

#### H. SUPERINTENDENT'S UPDATES

- 1. Celebrating Academic Success
- 2. Academic Innovation
- 3. Community Relations

#### I. INFORMATION

1. Proposed New and Revised Course of Study Outlines for Use in High Schools in the Area of Career Technical Education

The proposed new and revised course of study outlines (Advanced Commercial Art; Applied Computer Programming; Broadcast Video Production 1-2 Honors; Broadcast Video Production 3-4 Honors; Digital Cinema 1-2; Digital Cinema 3-4 Honors; Digital Cinema 5-6 Honors) are submitted for review and discussion by the Board of Education. The course outlines have 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.

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#### I. INFORMATION-continued

## 2. Revisions to Board Policies Relating to Philosophy-Goals-Objectives and Comprehensive Plans; Students; and Instruction

50

This report provides the Board of Education with information on the need to revise existing Board Policies (BP) 0420.4 (Charter School Authorization); BP 6173 (Education for Homeless Children); BP 6173.1 (Education for Foster Youth) and BP 6177 (Summer Learning Programs) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws

#### 3. Acknowledgements of Service

68

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. 27 – In Support of Senate Bill 596 (Portantino)

70

The Superintendent recommends that the Board of Education adopt Resolution No. 27 in support of Senate Bill 596 (Portantino) – School Employees Protection.

## 2. Approval for a Two-Year Renewal of EnVision Math through Savvas Learning Company as Core Mathematics Materials for Grades K-5

75

The Superintendent recommends that the Board of Education approve a two-year renewal of *EnVision Math* through Savvas Learning Company (formerly Pearson K12 Learning) as the core Mathematics materials for Elementary Mathematics in Grades K-5.

#### 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

81

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

a. Regular Meeting No. 18 April 18, 2023

#### 2. Certificated Personnel Report No. 14

93

The certificated report recommends approval of the following:

A change of maternity leave of absence, a parental leave of absence, extension of health leaves of absence, extension of family & medical leaves of absence, additional assignments, election to management position, a notice of non-reelection, elections hourly/daily, additional compensation, transportation authorizations, revision to previous personnel reports, personal services agreements and a conference/workshop/meeting authorization.

#### K. CONSENT-continued

3.	Classified Personnel Report No. 14	105
	The classified report recommends approval of the following:	
	Medical leave of absence; extension of medical leave of absence; family & medical leave of absence; election from eligibility list; reclassification; termination – abandonment; medical separation; additional assignments; change of assignments; revisions to previous board reports; election of classified hourly substitutes; election of classified/non classified hourly substitutes; personal services agreement; and authorization – 2023-2024 indefinite salaries.	
4.	Warrants	124
	The Superintendent recommends that the Board of Education approve Warrants totaling \$1,412,341.70 for April 13, 2023 through April 25, 2023.	
5.	Purchase Orders	125
	The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$2,279,270.41 for the period of April 10, 2023 through April 21, 2023.	
6.	Appropriation Transfer and Budget Revision Report	145
	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.	Revision to Board Policy (BP) 9323 (Meeting Conduct)	156
	The Superintendent recommends the Board of Education approve the revisions to Board Policy 9323 (Meeting Conduct).	
8.	Approval of Revisions to Board Policy 3555 – Nutrition Program Compliance	
	The Superintendent recommends that the Board of Education approve revisions to Board Policy (BP) 3555 - Nutrition Program Compliance as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.	
9.	Authorization to Dispose of Surplus Property	167
	The Superintendent recommends that the Board of Education declare an ice maker located at College View School as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.	
10.	Approval of Services Agreement between Glendale Unified School District and Savvas Learning Company	169
	The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District, on behalf of Armenian Sisters' Academy, and Savvas Learning Company in the amount of \$2,800 to assist teachers to better support student achievement in the new science program.	

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К.	CO 11.	NSENT-continued Acceptance of the Notice of Award for a Second Allocation for the Refugee School Impact (RSI) Program	191		
		The Superintendent recommends that the Board of Education accept the Notice of Award for a second allocation for the Refugee School Impact (RSI) program in the amount of \$405,000 for the Federal Fiscal Year (FFY) 2023.			
	12.	Approval of New Basic Textbook for Use in High Schools in the Area of History/Social Science	193		
		The Superintendent recommends that the Board of Education approve new basic textbook (Philosophy, A Text with Readings) for use in high schools in the area of History/Social Science.			
	13.	Approval of Services Agreement between Glendale Unified School District and EnrichLA for Thomas Jefferson Elementary School	195		
		The Superintendent recommends that the Board of Education approve a Services Agreement between Glendale Unified School District and EnrichLA, in the amount of \$24,317, for a new edible teaching garden and outdoor classroom nature center at Thomas Jefferson Elementary School.			
	14.	Acceptance of DonorsChoose Award for Balboa Elementary School	219		
		The Superintendent recommends that the Board of Education accept funding from DonorsChoose in the amount of \$464 to support a project submitted by Balboa Elementary School.			
	15.	Acceptance of Antibias Education Grant	221		
		The Superintendent recommends that the Board of Education accept the four-year Antibias Education Grant in the amount of \$200,000 from the California Department of Education to improve upon existing anti-bias initiatives and implement new initiatives to achieve a more inclusive and equitable school district for students, families, staff and the community.			
	16.	Community Partnership with GUSD and the City of Glendale for Child Care	226		
		The Superintendent recommends that the Board of Education enter into a local agreement with the City of Glendale to provide child care on campus at Edison Elementary School for the 2023-2024 school year.			
	17.	Acceptance of Gifts	243		
		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

May 2, 2023

#### **INFORMATION REPORT NO. 1**

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: Proposed New & Revised Course of Study Outlines for Use in

**High Schools in the Area of Career Technical Education** 

The proposed new and revised course of study outlines (Advanced Commercial Art, Applied Computer Programming, Broadcast Video Production 1-2 Honors, Broadcast Video Production 3-4 Honors, Digital Cinema 1-2, Digital Cinema 3-4 Honors, Digital Cinema 5-6 Honors) are submitted for review and discussion by the Board of Education. The course outlines have 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: Advanced Commercial Art

Grade Level(s): 10-12

School(s) Course

Offered: Clark Magnet High School

UC/CSU Approved?

(Y/N: Subject) Yes, "F" Fine Art credit

Course Credits: 10

Recommended

Prerequisite: None

Recommended

Online Resources: art21.org

ca.pbslearningmedia.org/collection/art-school/

Course Overview: This is a hands-on learning course focusing on advancing prior

knowledge of exploration and application of the tools and processes around commercial art professions. Variety of materials, production methods, and conceptual approaches that are specific to visual and commercial art careers will be practiced. Discussions, lectures, research assignments, and critiques will extend students familiarity with the formal vocabulary and develop their visual thinking in viewing contemporary commercial art. Field trips will help students grasp the realistic view of professions in the commercial art field. The course will address: Elements of Art, Principles of Design, technical skill refining, visual and design concepts as they apply to the current marketplace, and career exploration. Throughout this course students will build their Art

portfolio along with artist statements.

**Department:** Career & Technical Education

Course Title: Applied Computer Programming

Grade Level(s): 10-12

Course Credits: 10

School(s) Course

Offered: Glendale High School, Crescenta Valley High School, Clark

Magnet High School

UC/CSU Yes, "G" Elective

Approved (Y/N: Subject)

Recommended

Prerequisite: None

Recommended

Textbook: Java Methods Object-Oriented Programming and Data Structures,

3rd AP Textbook: Edition by Maria Litvin and Gary Litvin

Course Overview: This course provides students with the fundamental knowledge of

computer programming for solving applied problems. Topics covered include using various programming languages, protocols, language syntax, data structures, object-oriented concepts, interfaces, sorting and searching algorithms, and developing reports. Also covered, software testing, debugging, and improvement, integrated development using object-oriented programming and sensory information from robots to solve

problems and meet challenges integrating STEM subjects.

**Department:** Career & Technical Education

Course Title: Broadcast Video Production 1-2 Honors

Grade Level(s): 10-12

School(s)Course

Offered:

Clark Magnet High School

UC/CSU Approved: Yes, "F" Fine Art credit

(Y/N: Subject)

Course Credits: 10

Prerequisite: None

Recommended Textbook/ Curriculum

Resources: Video: Digital Communication & Production, 4th Edition

Jim Stinson, 2018

Television Production & Broadcast Journalism, 3rd Edition

Philip L. Harris and Gil Garcia, 2018.

AVID Media Composer Fundamentals I & II, Avid Learning

Series User Certification

Publisher: Avid Technology, Inc.

Lynda.com

Course Overview: Broadcast Video Production 1-2 is the introductory course for the

Arts, Media, and Entertainment industry sector and Design, Visual, and Media Arts pathway. This course will introduce students to the techniques involved in producing a live-to-air television program using various broadcasting techniques and creating video-

based projects specifically made for the television program.

**Career & Technical Education Department:** 

Broadcast Video Production 3-4 Honors Course Title:

Grade Level(s): 10-12

School(s) Course

Offered:

Clark Magnet High School

(Y/N: Subject)

UC/CSU Approved? Yes, "F" Fine Art credit

Course Credits: 10

Broadcast Video Production 1-2 Honors Prerequisite:

Recommended Textbook/ Curriculum

Resources: Video: Digital Communication & Production, 4th Edition

Jim Stinson, 2018

Television Production & Broadcast Journalism, 3rd Edition

Philip L. Harris and Gil Garcia, 2018

AVID Media Composer Fundamentals I & II, Avid Learning

Series User Certification

Publisher: Avid Technology, Inc.

Course Overview: Broadcast Video Production 3-4 is the concentration course for the

> Arts, Media, and Entertainment industry sector and Design, Visual, and Media Arts pathway. Students enrolled in the Broadcast Video Production 3-4 course will have the ability to demonstrate

mastery of live, multi-camera video broadcasting techniques and other technical skills introduced in Broadcast Video Production 1-2 Honors, including cinematography, editing, sound production, production workflow, production safety, and best practices.

**Department:** Career & Technical Education

Course Title: Digital Cinema Production 1-2

Grade Level(s): 9-12

School(s) Course:

Offered:

Clark Magnet High School

UC/CSU Approved? Yes, "F" Fine Art credit

(Y/N: Subject)

Prerequisite: None

Recommended Textbook/ Curriculum

Resources: Video: Digital Communication & Production, 4<sup>th</sup> Edition

Jim Stinson, 2018

Course Overview: Digital Cinema Production 1-2 is the introductory course for the

Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. Students enrolled in Cinematography 1/2 will be introduced to the basic art, history, theory, and technique of cinematography. Instructional emphasis is placed on the creation, evaluation, adaptation, and interpretation of the following: (i) production safety and crew responsibilities, (ii) storytelling, (iii) pre-production, production, and post production stages, (iv) genre and history of film and television. In every lesson unit, students will analyze and apply film production elements and academic principles in demonstrating their mastery of a filmmaker's knowledge and skills via project-based learning opportunities. Students are also guided through in-depth academic learning through study in significant historical events in film, genre analysis, and auteur study. The overall objective of this class is for

> students to acquire a strong foundation of knowledge of film production at a professional level and to prepare them for university coursework or a career work path in film/television In addition, the competencies in this course are aligned with the Common Core State Standards and the California Career Technical Education Model Curriculum Standards.

**Department: Career Technical Education** 

Course Title: Digital Cinema Production 3-4 Honors

Grade Level(s): 10-12

School (s) Course

Offered:

Clark Magnet High School

UC/CSU Approved? Yes, "F" Fine Art credit

(Y/N: Subject)

Prerequisite: Digital Cinema Production 1-2

Recommended Textbook/ Curriculum

Television Production & Broadcast Journalism, 3rd Edition Resources:

Philip L. Harris and Gil Garcia, 2018

Lynda.com

Course Overview: Digital Cinema Production 3-4 Honors is the concentration course

> for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. Students enrolled in Digital Cinema Production 3-4 Honors will have the opportunity to demonstrate mastery of film and television production, production management, multi-camera production, and leadership skills. During the course of the year, students will develop techniques introduced in Digital Cinema Production 1-2 including cinematography, editing, sound production, production workflow, production safety and best practices. Students will take responsibility for school-based productions including communicating with administration, publicity, and program

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creation. Students will manage scheduling, run production meetings, make company decisions, and solve problems for the project-based student-run campus production studio. Students will be responsible for applying their classroom instruction and material studied in the textbook in a hands-on production setting. Students will be able to use and understand content-specific film/television vocabulary. This course requires students to utilize skills in critical thinking, collaboration, creativity, risk-taking and problem solving.

**Department: Career Technical Education** 

Course Title: Digital Cinema Production 5-6 Honors

Grade Level(s): 11-12

School(s) Course

Offered:

Clark Magnet High School

(Y/N: Subject)

UC/CSU Approved: Yes, "F" Fine Art credit

Course Credits: 10

Prerequisite: Digital Cinema Production 3-4 Honors

Recommended

Video: Digital Communication & Production, 4th Edition

Textbook/ Jim Stinson, 2018

Television Production & Broadcast Journalism, 3rd Edition Curriculum

Resources: Philip L. Harris and Gil Garcia, 2018

AVID Media Composer Fundamentals I & II, Avid Learning

Series User Certification

Publisher: Avid Technology, Inc.

Lynda.com

Course Overview: Digital Cinema Production 5-6 Honors is the capstone course for

the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course will develop the concepts and techniques introduced in Digital Cinema Production 3-4 Honors. New and varied techniques of producing and

directing will be explored. Further development of self-expression, perception, and artistic concepts will be realized through short films. Continued development of evaluation criteria through class work and outside observation will assist in developing a personal concept of filmmaking and television production. Students will also prepare for an exam in film editing using the software which would lead to industry certification. Participation in this exam will be contingent upon the arrangement made with the vendor. Students will also learn the finer qualities of pre-production, production and post-production to ready them for extended college level education and/or an entry-level position within the motion picture industry. The final product will be a demo reel of their class films.

**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

Department:

Career Technical Education

Course Title:

Advanced Commercial Art

Course Code:

Grade Level(s):

10-12

School(s)

Clark Magnet High School

Course Offered:

UC/CSU

Yes "F" Fine Arts credit

Approved?

(Y/N: Subject)

Recommended

Intermediate Commercial Art

Prerequisite:

Recommended

Online

art21.org

Resources:

ca.pbslearningmedia.org/collection/art-school/

Course Overview:

This is a hands-on learning course focusing on advancing prior knowledge of exploration and application of the tools and processes around commercial art professions. Variety of materials, production methods, and conceptual approaches that are specific to visual and commercial art careers will be practiced. Discussions, lectures, research assignments, and critiques will extend students familiarity with the formal vocabulary and develop their visual thinking in viewing contemporary commercial art. Field trips will help students grasp the realistic view of professions in the commercial art field. The course will address: Elements of Art, Principles of Design, technical skill refining, visual and design concepts as they apply to the current marketplace, and

career exploration. Throughout this course students will build their Art portfolio along with artist statements.

#### **Course Content**

#### **Unit 1: Layout Design**

(9 weeks)

**STANDARDS** 

Visual and Performing Arts: 1.1, Adv.1.1, Acc1.2, Adv.Cr1.2, Adv.Cr2.1, Acc2.2, Adv2.3, Adv3, Adv4, 5, 7.1, 7.2, 8, 9, 10, 11

CTE: Arts, Media and Entertainment: A1.7, A1.5, A1.3, A1.6, A1.7, A1.8, A2.2, A2.3, A2.4, A2.5, A2.6, A2.7, A2.8, A3.2, A3.3, A3.4, A3.5, A4.5, A5.1, A5.3, A5.7, A7.2, A7.3, A8.4,

- A. Topics covered in this unit include advancing mastery of elements of art, principles of design, rules of composition and production techniques. Students will utilize observational skills, elaborate on imaginative ideas, while applying appropriate techniques to express the desired visual result. They will use various traditional materials and demonstrate awareness of ethical implications of making and distributing creative work. Prior to developing ideas, students will research and analyze the work of an artist or designer and how the artist's distinctive style contributes to their industry production. Students will document early stages of the creative process visually and/or verbally in traditional media. Culminating works will be presented and the unit will close with a class critique of each student's work.
- B. The culminating task for this unit is a public service announcement in the form of a poster. Students will visualize and hypothesize to generate plans for ideas and directions for creating art and design that can affect social change.

#### Unit 2: Branding/Packaging Design

(9 weeks)

**STANDARDS** 

Visual and Performing Arts: 1.1, 1.2, 2.1, 2.2, 2.3, 3.0, 4.0, 5.0, 6.0, 7.1, 7.2, 8, 9.0,10,11 CTE: Arts, Media and Entertainment: A2.0, A3.0, A4.0, A5.0, A6.0, A7.0, A8.0

A. Topics covered in this unit include the connection of form, structure, materials, color, imagery, typography, and regulatory information with ancillary design elements to make a product suitable for marketing. Packaging must be

- functional, holding the product, enabling it to be transported and stored. It must stand out from competitors' packaging in some way, as well as appeal to customers in-store and online.
- B. The culminating activity is to create a brand and a mock product they will create packaging for. They will study the current market trends, think forward to what the market is demanding and integrate that understanding into their brand and packaging.

#### Unit 3: Event Production: booth design, mall decor, event decor, commercial display

(10 weeks)

**STANDARDS** 

Visual and Performing Arts: 1.1, 1.2, 2.1, 2.2, 2.3, 3, 4, 5, 6, 7.1, 7.2, 8, 9, 10

CTE: Arts, Media and Entertainment: A1.0, A2.0, A3.0, A4.0, A5.0, A7.0, A8.0

- A. Topics covered in this unit include the Principles of Design and the application of them using a variety of traditional materials and techniques across various industry sectors. They will assess the impact of art on the beliefs, values, and behaviors of a society. Students will extend this assessment to a study of the commercial marketplace trends and demands in order to create artistic visual displays for a specific industry and modify that display to accommodate a different aesthetic perspective.
- B. For the culminating activity students will create a storefront window design proposal for a fictitious local store. Students will be given a design concept and a fictitious business model that they will have to create a proposal design board and branding for the owners' approval. The use of traditional and technological tools will be used. This project will document the process of idea development, from early-stage ideas to fully elaborated ideas.

#### **Unit 4: Digital Marketplace**

(9 weeks)

**STANDARDS** 

Visual and Performing Arts Standards: 1.1; 1.2; 1.4; 5.4; 5.1, 6, 7.2 CTE Arts Media and Entertainment Standards: A1.0; A2.0; A4.0; A5.0

A. Topics covered in this unit include marketing, social media, online sales and entrepreneurship. Students will learn how to develop an online presence by creating and displaying their best work completed through the term. They will learn how to set up an online shop with their art designed onto products,

- utilizing a print on demand service. Students will study the history and predict how changes in technology have and might change the role and function of visual arts in the workplace.
- B. The culminating task in this unit is a portfolio of student work displayed through an online marketplace. This project will synthesize traditional art work and new technologies to design an artistic product to be used by a specific industry.

#### Glendale Unified School District

#### High School

#### Date to be inserted after Board approval

Department:

Career & Technical Education

Course Title:

Applied Computer Programming

Course Code:

3200V/3201V

Grade Level:

10-12

Course Credits:

10

School(s) Course

Offered:

Glendale High School, Crescenta Valley High School, Clark Magnet High

School

UC/CSU

Yes, "G" Elective

Approved?

Recommended

Prerequisite:

Recommended

Java Methods Object-Oriented Programming and Data Structures, 3rd

AP Textbook:

Edition by Maria Litvin and Gary Litvin

Course Overview:

This course provides students with the fundamental knowledge of computer programming for solving applied problems. Topics

covered include using various programming languages, protocols,

language syntax, data structures, object-oriented concepts, interfaces, sorting and searching algorithms, and developing

reports. Also covered, software testing, debugging, and

improvement, integrated development using object-oriented programming and sensory information from robots to solve

problems and meet challenges integrating STEM subjects.

#### **Course Content**

#### **Unit 1: Primitive Type Variables**

(3-4 Weeks)

Anchor Standards: 5.1-5.10

Pathway Standards: C1.0-C1.6, C2.0-C2.5

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7 Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: variables and data types, expressions and assignment statements, compound assignment operators, casting and ranges of variables.
- B. Create primitive variables. Cast variables from one form to another.

#### **Unit 2: Using Objects**

(3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7 Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: instance of classes, creating and storing objects (Instantiation), calling a void method, calling a void method with parameters, calling a non-void method, String objects- concatenation and literals, String methods, wrapper classes (Integral and Double) and using the Math Class from the JAVA API.
- B. Create objects and methods using primitive times. Call void and non-void methods.

#### Unit 3: Boolean Expressions and if-Statements

(3-4 Weeks)

Anchor Standards: 5.1-5.10,

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7 Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: Boolean expressions, if-statement and control flow, if-else-statements, else-if-statements, compound Boolean expressions, equivalent Boolean expression and comparing objects.
- B. Create Boolean expressions, use if statements and control flows in methods and classes.

**Unit 4: Iteration** 

(3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7

Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

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- A. The unit consists of the following topics: while loops, for loops, developing algorithms using strings, nested iterations and informal code analysis.
- B. Create and use while- and for-loops. Create and use nested while- and for-loops

#### **Unit 5: Writing Classes**

(3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7 Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: anatomy of a class, constructors, documentation with comments, accessor methods, mutator methods, writing methods, static variables and methods, scope and access and "this" keyword.
- B. Create and use classes, with appropriate constructors and methods. Overload constructors and methods.

<u>Unit 6: Arrays</u> (3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14, 8.1-8.8, 11.1-11.5

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6, C8.0-C8.8

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7 Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: array creation and access, traversing arrays, enhanced for-loops for arrays and developing algorithms using arrays.
- B. Create and initialize arrays. Enhanced for-loops for arrays.

#### **Unit 7: ArrayList Objects**

(3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14, 8.1-8.8, 11.1-11.5

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6, C8.0-C8.8

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7 Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: introduction to ArrayList objects, ArrayList methods, traversing ArrayLists, developing algorithms using ArrayLists, searing, sorting, security issues around data collections.
- B. Create algorithms that include ArrayLists. Modify and sear array.

#### **Unit 8: Two-Dimensional Arrays**

(3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14, 8.1-8.8, 11.1-11.5

Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6, C8.0-C8.8

Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7

Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: Introduction to two-dimensional arrays, creating and storing two-dimensional, traversing two-dimensional arrays, sorting two-dimensional, linear algebra, tensors and vector operations, finite and infinite series and summation, chaos theory and Monte Carlo simulations.
- B. Create and fill two-dimensional arrays. Sort and search two-dimensional arrays.

<u>Unit 9: Inheritance</u> (3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14, 7.1-7.8,9.1-9.7, 10.1-10.14, 11.1-11.5
Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6, C8.0-C8.8
Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7
Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: creating superclasses and subclasses, writing constructors and subclasses, overriding methods, "super" keyword, creating references using inheritance hierarchies, polymorphism and object superclass.
- B. Create superclasses. Create subclasses.

<u>Unit 10: Recursion</u> (3-4 Weeks)

Anchor Standards: 5.1-5.10, 10.1-10.14, 7.1-7.8,9.1-9.7, 10.1-10.14, 11.1-11.5
Pathway Standards: C1.0-C1.6, C2.0-C2.5, C4.0-C4.11, C5.0-5.6, C8.0-C8.8,
Academic Standards: Language Standards 11-12.1, 11-12.2, Reading Standards 11-12.3, 11-12.7
Writing Standards 11-12.2, 11-12.3, 11-12.4, 11-12.5, 11-12.6, 11-12.8, 11-12.9

- A. The unit consists of the following topics: introduction to recursion, recursive searching and sorting.
- B. Sort recursively. Search recursively.

#### Glendale Unified School District

#### High School

#### Date to be inserted after Board approval

Department:

Career & Technical Education

Course Title:

**Broadcast Video Production 1-2 Honors** 

Course Code:

Grade Level(s):

10-12

School(s)Course

Clark Magnet High School

Offered:

UC/CSU Approved:

Yes "F" Fine Art credit

Course Credits:

. 10

Prerequisite:

None

Recommended

Video: Digital Communication & Production, 4th Edition.

Textbook/

Jim Stinson, 2018

Curriculum

Television Production & Broadcast Journalism, 3rd Edition.

Resources:

Philip L. Harris and Gil Garcia, 2018.

AVID Media Composer Fundamentals I & II, Avid Learning Series User

Certification. Publisher: Avid Technology, Inc.

Lynda.com

Course Overview:

Broadcast Video Production 1-2 is the introductory course for the Arts, Media, and Entertainment industry sector and Design, Visual, and Media

Arts pathway. This course will introduce students to the techniques involved in producing a live-to-air television program using various broadcasting techniques and creating video-based projects specifically

made for the television program.

#### **Course Content**

#### **Unit 1: Fundamentals of Broadcasting**

(2 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 2, 3, 10 Production and Managerial Arts Pathway Standards: C2.3, C6.0, C6.3, C6.0, C6.1, C6.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about the main steps in the broadcast/TV video production process, the main terminology used in the broadcast/TV production process, and how to analyze various media productions.
- B. Sample Assignments:
  - Create a Basic Script Rundown
  - Storyboard a Production
  - "Wake Up" the Studio
  - Wrap a Cable Successfully

#### **Unit 2: Introduction to Editing**

(4 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 2, 3, 10 Production and Managerial Arts Pathway Standards: C2.3, C6.0, C6.3, C6.0, C6.1, C6.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about the basic components and features of Adobe Premiere, and how to implement the software in what they are learning. Students will also learn about how tone and emotion can be conveyed through editing.
- B. Sample Assignments:
  - Navigate Adobe Premiere
  - Create a Basic Premiere Project Start-to-Finish
  - Analyze Editing Styles

#### **Unit 3: Cameras and Other Studio Production Tools**

(6 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 5, 6, 9 Production and Managerial Arts Pathway Standards: C3.0, C3.1, C4.0, C4.1, C4.2, C4.3, C4.4, C4.5

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

A. Students will gain hands-on experience using the tools to produce their video production projects. They will learn about different types of video cameras and

the formats they produce, how to capture and transport media, why audio equipment is so important to the quality of a finished project, and how production roles differ from each other. Camera shot types and angles will be reviewed, and students will use supportive gear to enhance the quality of their projects.

- B. Sample Assignments:
  - Camera Shot Assignment
  - Video Camera Expertise Demonstration
  - Audio Bite Project
  - Introductory News Story

#### Unit 4: Chroma Keying/Studio Productions

(6 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 1, 4, 7 Production and Managerial Arts Pathway Standards: C1.0, C1.1, C1.2, C1.3, C1.4 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about how a Chrome Key Green Screen works (and why they are used). They will also learn how to set up talent properly in front of a green screen. On top of this, students will be introduced to the process of switching between different cameras in the studio, including from the main anchor desk over to the green screen area.
- B. Sample Assignments:
  - "On the Scene" Green Screening Assignment
  - Basic Newscast

#### **Unit 5: News Broadcasting**

(7 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 8, 12 Production and Managerial Arts Pathway Standards: C2.0, C2.1, C2.2, C5.0, C5.1, C5.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn in-depth about the news broadcasting process, including how a news story makes it to air, what engages an audience using timing and emotion, how to apply proper lighting to a news broadcast, and how a broadcast is formatted and scheduled.
- B. Sample Assignments:
  - Title Sequence Creation
  - Write a News Story
  - Produce a Full Broadcast
  - Lighting Demonstration

#### Unit 6: Producing and Directing a Broadcast

(3 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11

Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about who is part of a main production crew. They will learn about how to write a screenplay, storyboard out a production plan, and how to direct (both behind the scenes and in front of the camera).
- B. Sample Assignments:
  - Storyboard a Scene Assignment
  - Research and obtain copyright clearance
  - Direct a Broadcast
  - Screenplay Assignment

### Unit 7: Commercials and Public Service Announcement (PSA) Production (4 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11

Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about how to properly communicate a Public Service Announcement (PSA) to the right audience, and determine what is appropriate to share with them. They will produce their own PSA's, as well as a Commercial Project meant to advertise a particular item. Advertising techniques will be described and demonstrated, with students learning about the financial impact of the advertising industry.
- B. Sample Assignments:
  - PSA Project
  - 30 Second Commercial Project

#### **Unit 8: After Effects and Full Show Production**

(4 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11

Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS

#### Broadcast Video Production 1-2 Honors Page 5

- A. Students will learn about how to create advanced chyrons (including bug graphics and lower thirds) using Adobe After Effects. They will take their creations to the broadcast booth, where they will produce a full broadcast show that incorporates both live and pre-produced segments.
- B. Sample Assignments:
  - Create a Lower Third
  - Create a Show Logo/Bug Graphic

#### **Broadcast 1-2 Honors Final Exam Details:**

Students will develop and produce a 5-10 minute broadcast show in a group. The broadcast show is to be a summative display of all the other techniques and storytelling concepts learned over the course of the semester. This broadcast show should be produced live-to-air, and incorporate all of the different filmmaking techniques they have learned.

#### Glendale Unified School District

#### High School

#### Date to be inserted after Board approval

Department:

Career & Technical Education

Course Title:

Broadcast Video Production 3-4 Honors

Course Code:

Grade Level(s):

10-12

School(s)Course

Offered:

Clark Magnet High School

UC/CSU

Yes "F" Fine Art credit

Approved:

Course Credits:

10

Prerequisite:

Broadcast Video Production 1-2 Honors

Recommended

Textbook/ Curriculum

Resources:

Video: Digital Communication & Production, 4th Edition. Jim Stinson,

2018 Television Production & Broadcast Journalism, 3rd Edition. Philip L.

Harris and Gil Garcia, 2018.

AVID Media Composer Fundamentals I & II, Avid Learning Series User

Certification. Publisher: Avid Technology, Inc.

Course Overview:

Broadcast Video Production 3-4 is the concentration course for the Arts, Media, and Entertainment industry sector and Design, Visual, and Media Arts pathway. Students enrolled in the Broadcast Video Production 3-4 course will have the ability to demonstrate mastery of live, multi-camera video broadcasting techniques and other technical skills introduced in Broadcast Video Production 1-2 Honors, including cinematography, editing, sound production, production workflow, production safety, and

best practices.

#### Course Content

#### **Unit 1: Broadcasting Ethics**

(2 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 2, 3, 10 Production and Managerial Arts Pathway Standards: C2.3, C6.0, C6.3, C6.0, C6.1, C6.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about broadcasting ethics and how to apply laws affecting broadcast journalism. Copyright law, fair use exemptions, and the ownership of intellectual property will be explored. Students will discover the difference between creative commons, public domain, and copyrighted materials.
- B. Sample Assignments:
  - Recognize Plagiarism
  - How to Trademark Original Work
  - Creative Commons Searching

#### **Unit 2: Pre-Production to Post Production**

(8 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 2, 3, 10 Production and Managerial Arts Pathway Standards: C2.3, C6.0, C6.3, C6.0, C6.1, C6.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will review pre-production skills, such as how to storyboard, write a screenplay, create a shot list, and schedule a production. They will also create programs that use these documents, focusing on camera angles/movements, quality audio recording, lighting, and incorporating graphics. In post-production, skills such as how to edit, add a voice-over, and create transitions that will be reviewed.
- B. Sample Assignments:
  - Storyboard a Scene Review
  - Create a Production Rundown
  - Produce a Short Broadcast

#### Unit 3: Community Interview Broadcasting

(8 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 5, 6, 9

Production and Managerial Arts Pathway Standards: C3.0, C3.1, C4.0, C4.1, C4.2, C4.3, C4.4, C4.5

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

#### Broadcast Video Production 3-4 Honors Page 3

- A. Students will review the process of interviewing, reporting, and creating sound bites for television and online forms of media programming. Reporters will conduct multiple interviews and present them in the appropriate format. Students will also review the correct procedure for requesting interviews of their subjects. Ethical journalism and correct citation of sources will be required.
- B. Sample Assignments:
  - Conduct an Interview
  - Produce a Full Segment (Interviews and Graphics)

#### **Second Semester**

#### Unit 4: Full News Multi-Camera Broadcasting

(7 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 8, 12 Production and Managerial Arts Pathway Standards: C2.0, C2.1, C2.2, C5.0, C5.1, C5.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn the roles and responsibilities associated with the different positions in multi-camera production including director, technical director, line graphics operator, sound engineer, camera operator, floor director, and teleprompter operator. Students will rotate through the positions and execute the tasks assigned to them in each role. Students will communicate appropriately with others on crew and use appropriate live production headphone etiquette. Operations will be reviewed for both live in-studio and field productions. Students will use, if available, a live video switcher and audio mixer set-up, as well as two-to-three studio cameras.
- B. Sample Assignments:
  - Design a Custom Video Switcher Workspace
  - Film a Live Multi-Camera Production
  - Direct a Live Multi-Camera Studio Production

#### **Unit 5: Live Event Field Production**

(4 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11 Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

A. Students will work in the school community to videotape an event/occurrence live (or live-to-tape) for local broadcast. Students will manage the production, select appropriate equipment, work with clients Broadcast Video Production 3-4 Honors Page 4

> either inside or outside of school, and deliver a finished product for multimedia distribution.

- B. Sample Assignments:
  - Produce a Show in the Field

#### **Unit 6: Live Entertainment Show Production**

(5 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11 Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will use the skills they have acquired in the class to produce a live Entertainment Show of some variety (talk show, game show, or newscast). The production must employ the use of multiple cameras, quality audio recording, graphics, and both live and pre-taped segments.
- B. Sample Assignments:
  - Live Entertainment Production

#### **Broadcast Honors 3-4 Final Exam Details:**

Students will develop and produce a 5-10 minute full-scale live show as a director. The broadcast show is to be a summative display of all the other techniques and storytelling concepts learned over the course of the semester. This broadcast show should be produced live-to-air, and incorporate all of the different filmmaking techniques they have learned.

#### Glendale Unified School District

#### High School

#### Date to be inserted after Board Approval

Department:

Career & Technical Education

Course Title:

Digital Cinema Production 1-2

Grade Level(s):

10-12

Course Code:

School Course:

Cla

Clark Magnet High School

Offered: UC/CSU

Yes "F" Fine Art credit

Approved:

Prerequisite:

None

Recommended

Textbook/

Curriculum Resources: Video: Digital Communication & Production, 4th Edition

Jim Stinson, 2018

Overview:

Digital Cinema Production 1-2 is the introductory course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. Students enrolled in Cinematography 1/2 will be introduced to the basic art, history, theory, and technique of cinematography. Instructional emphasis is placed on the creation, evaluation, adaptation, and interpretation of the following: (i) production safety and crew responsibilities, (ii) storytelling, (iii) pre-production, production, and post production stages, (iv) genre and history of film and television. In every lesson unit, students will analyze and apply film production elements and academic principles in demonstrating their mastery of a filmmaker's knowledge and skills via project-based learning opportunities. Students are also guided through in-depth academic learning through study in significant historical events in film, genre analysis, and auteur study. The overall objective of this class is for students to acquire a strong foundation of knowledge of film production at a professional level and to prepare them for university coursework or a career work path in film/television production. In addition, the competencies in this course are aligned with the Common Core State Standards and the California Career Technical Education Model Curriculum Standards.

#### **Course Content**

Unit 1: Camera Basics & Safety

(4 weeks)

Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 1. Analyze the environment and be able to

interpret and explain theirs and others ideas.

Standard 2-Creative Expression: 2. Understand the tools and mechanics of cinematography.

Standard 5-Connections, Relations and Application: 2. Explore various careers available in the movie making industry.

Arts, Media & Entertainment Career Ready Standards: 1, 2, 6, 9

Production and Managerial Arts Pathway Standards: C1.0, C1.2, C1.3, C1.4, C3.0, C3.1

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. The impact of the role of a Director of Photography or Cinematographer is analyzed in relation to the various occupations in the Arts, Media and Entertainment/Production & Managerial Arts Industry sector. Shot framing and composition, camera movements. Classroom policies, procedures, emergency situations, and workplace safety are reviewed for assessment and comprehension. The purpose of this project is to give students hands-on experience with the camera, focusing on the material and techniques taught in lessons.
- B. Sample Assignments:
  - Create a poster explaining the Safety Rules and procedures
  - Shoot a single-camera short film using linear editing
  - Evaluate films and reflect on how the cinematography impacts the message of the film
  - Storyboard a short film using proper camera framing and movement.
  - Film a space using a range of different shots.
  - Identify shots in a short film, and reflect upon the reason these shots were used.

#### Unit 2: Lighting for Film

(4 weeks)

Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 1. Analyze the environment and be able to

interpret and explain theirs and others ideas.

Standard 2-Creative Expression: 2. Understand the tools and mechanics of cinematography.

Standard 5-Connections, Relations and Application: 2. Explore various careers available in the movie making industry.

Arts, Media & Entertainment Career Ready Standards: 1, 2, 6, 9

Production and Managerial Arts Pathway Standards: C1.0, C1.2, C1.3, C1.4, C3.0, C3.1

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS

A. Students will learn the basic elements of exposure, three point lighting, and how to evaluate a scene for lighting. Students will learn the differences associated

with color temperature, hard light v. soft light, and the importance of white balancing.

#### B. Sample Assignments:

- Demonstrate proper exposure and white balance on both a scene taking place indoors and one outdoors
- Use hard light and soft light sources to light a scene. Explain how each affects your scene.
- Identify the tools needed to properly light a scene.

#### Unit 3: Editing (Set-up, Import, Basics)

(4 weeks)

Standards:

California State Visual and Performance Art:

Standard 2-Creative Expression: 3. Develop reading comprehension by using instructional material to follow computer applications.

Standard 4-Aesthetic Valuing: 1. Demonstrate the importance of ongoing evaluation from preliminary sketch through finished product and presentation.

Arts, Media & Entertainment Career Ready Standards: 4

Production and Managerial Arts Pathway Standards: C2.3, C4.3, C4.4

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will be introduced to non-linear editing and learn how to use industry standard editing software. Practical math-solving skills will be acquired and practiced through direct application to problem solving entailing measurements and precise timing. Lastly, there will be an emphasis on communication and teamwork skills.
- B. Sample Assignments:
  - Storyboard a music video planning out pacing and transitions as appropriate for song
  - Read and follow an instructional manual to edit a project
  - Shoot and edit a music video or other simple non-sync story
  - Evaluate films and reflect on how the editing impacts the message of the film

#### Unit 4: Storytelling and Storyboarding

(6 weeks)

Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 2. Use the art elements and principles of design to solve social and environmental problems in inventive ways.

Standard 2-Creative Expression: 4. Demonstrate a continuity of thought from pre planning to the completed artwork.

Standard 3-Historical and Cultural Context:4. Develop an awareness of the role of movies and storytelling in historical and contemporary world periods.

Digital Cinema Production 1-2 Page 4

Standard 4-Aesthetic Valuing: 2. Demonstrate the steps of art criticism through oral and written reports.

Arts, Media & Entertainment Career Ready Standards: 10 Production and Managerial Arts Pathway Standards: C4.1, C5.1 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. The purpose of this project is to get students to think about their visual storytelling and the traditional 3 act structure to create an experience for the viewer. Students will watch and critique films on the 3 act structure. They will write their own outline, treatment, or script that demonstrates the 3 act story structure and character development.
- B. Sample Assignments:
  - Develop a main character and write a film treatment
  - Write a script using proper script format
  - Storyboard a silent film using cinematography and visual design to communicate the story to the audience
  - Shoot and edit a silent film
  - Evaluate films and reflect on how the cinematography, editing, and visual design communicates the message of the film.

#### Unit 5: Genre History

(4 weeks)

Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 3. Continue developing an understanding the basic concepts of the principles of design, including pattern, contrast, emphasis,

balance, inovement, rhythm and unity.

Standard 3-Historical and Cultural Context: 1. Explore and relate the role of movies in culture.

2. Recognize a variety of cultures and the influence they have on movies. 6. Connect their assignments with various historical periods.

Standard 5-Connections, Relations and Application: 1. Make the connection between cinematography and their other classes by incorporating writing, history, math, etc. into their assignments.

Arts, Media & Entertainment Career Ready Standards: 5, 11, 12 Production and Managerial Arts Pathway Standards: C2.1, C4.2, C7.3, C7.4 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

A. Students will acquire a condensed knowledge of filmmaking from the innovation of motion picture through sync sound. The assignments are to specifically address genres such as comedy, horror, advertising, and nonfiction/documentary. Students will recognize how historical/cultural factors and technological advances influenced filmmaking.

# B. Sample Assignments:

- Evaluate early silent comedians and compare how sync sound influenced the comedy genre
- Evaluate the genre of horror and analyze the filmmaking techniques used to create drama/suspense
- Evaluate documentary filmmaking and identify ways in which non-fiction can be structured to tell a story

#### Unit 6: Intro to Audio Production

(4 weeks)

Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 3. Continue developing an understanding the basic concepts of the principles of design, including pattern, contrast, emphasis, balance, movement, rhythm and unity. Standard 3-Historical and Cultural Context: 1. Explore and relate the role of movies in culture. 2. Recognize a variety of cultures and the influence they have on movies. 6. Connect their assignments with various historical periods.

Standard 5-Connections, Relations and Application: 1. Make the connection between cinematography and their other classes by incorporating writing, history, math, etc. into their assignments.

Arts, Media & Entertainment Career Ready Standards: 4 Production and Managerial Arts Pathway Standards: C2.3, C4.3, C4.4

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn how a microphone records sound, pick up patterns, and how to select a microphone for recording. During production students will learn proper placement of a microphone on set and how to set recording levels. In post production students will mix on camera dialog, voice over, music, and sound effects tracks balancing levels and ducking music as needed to provide a rich sound for production.
- B. Sample Assignments:
  - Select microphones and mix sound for a live multi-camera production
  - Select microphones and record sound for single camera short film
  - Select microphones and record sound for a news package that includes voice over and on camera interviews
  - Mix sound for a short film
  - Mix sound for a news program

#### Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 3. Continue developing an understanding the basic concepts of the principles of design, including pattern, contrast, emphasis, balance, movement, rhythm and unity.

Standard 3-Historical and Cultural Context: 1. Explore and relate the role of movies in culture.

2. Recognize a variety of cultures and the influence they have on movies. 6. Connect their assignments with various historical periods.

Standard 5-Connections, Relations and Application: 1. Make the connection between cinematography and their other classes by incorporating writing, history, math, etc. into their assignments.

Arts, Media & Entertainment Career Ready Standards: 5, 11, 12

Production and Managerial Arts Pathway Standards: C2.1, C4.2, C7.3, C7.4

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS

- A. Students will practice what they have learned about genre, and engage in projects where they execute the production theory and practice studied in the Genre History unit.
- B. Sample Assignments:
  - Script and storyboard a short comedy, horror, suspense, or advertisement.
  - Shoot a short comedy, horror, suspense, or advertisement.
  - Evaluate peer created projects based on elements from the genre studied:

# Unit 8: Single Camera Narrative Sync Sound

(6 weeks)

Standards:

California State Visual and Performance Art:

Standard 1-Artistic Perception: 4. Expand knowledge of the art elements, including line, shape, form, texture, value, color and space.

Standard 2-Creative Expression: 1. Develop and use imagery in two and three-dimensional work to express personal beliefs, interests and perception of the visual world.

Standard 3-Historical and Cultural Context: 3. Relate how movies express and reflect culture. 5. View, discuss, analyze and write about movies as a unique form of expression throughout history.

Standard 5-Connections, Relations and Application: 3. Learn to manage time and resources, as well as work as a team in a movie production

Arts, Media & Entertainment Career Ready Standards: 3, 7, 8

Production and Managerial Arts Pathway Standards: C5.2, C6.3, C6.4, C6.5, C7.2

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

A. The approach into sync sound will begin with comprehending key terms in basic audio properties such as sound waves, vibrations, and the process of how sound is recorded. Analysis of storytelling through sound will be reinforced through guided discussions of underscoring and reinforcement (microphones). Design

principles will be explored such as recording sound, electrical and other safety provisions, XLR cabling, amplification and speaker positioning, and scoring. Students will need to use their knowledge of filmmaking to work within time restraints managing their time effectively and creating a final project that meets time limits. Students demonstrate their knowledge of production from start to finish.

# B. Sample Assignments:

- Create a commercial that meets specific time limit requirements
- Create a non-fiction documentary film using narration and visuals to communicate information researched
- Create a short film incorporating sound design for specified genre.

#### Glendale Unified School District

## High School

# Date to be inserted after Board approval

Department:

Career Technical Education

Course Title:

Digital Cinema Production 3-4 Honors

Grade Level(s):

10-12

School(s) Course

Offered:

Clark Magnet High School

UC/CSU

Yes "F" Fine Art credit

Approved:

Prerequisite:

Digital Cinema Production 1-2

Recommended

Textbook/

Curriculum

Resources:

Television Production & Broadcast Journalism, 3rd Edition. Philip L.

Harris and Gil Garcia, 2018, Lynda.com

Course

Overview:

Digital Cinema Production 3-4 Honors is the concentration course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. Students enrolled in Digital Cinema Production 3-4 Honors will have the opportunity to demonstrate mastery of film and television production, production management, multi-camera

production, and leadership skills. During the course of the year, students will develop techniques introduced in Digital Cinema Production 1-2 including cinematography, editing, sound production, production workflow, production safety and best practices. Students will take responsibility for school-based productions including communicating with administration, publicity, and program creation. Students will manage scheduling, run production meetings, make company decisions, and solve problems for the project-based student-run campus production

studio. Students will be responsible for applying their classroom

instruction and material studied in the textbook in a hands-on production setting. Students will be able to use and understand content-specific film/television vocabulary. This course requires students to utilize skills in critical thinking, collaboration, creativity, risk-taking and problem solving.

#### Course Content

Unit 1: Intermediate Single Camera Operation

(6 weeks)

Standards

Arts, Media & Entertainment Career Ready Standards: 1, 2, 4, 5, 9, 10

Production and Managerial Arts Pathway Standards: C1.0, C1.2, C1.3, C1.4, C3.0, C3.1

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn manual camera operation including, but not limited to manual exposure, manual focus, basic camera builds and accessories, exposure calculations when using neutral density filtration, depth of field, and high-speed motion picture capture. Students will be presented with the three types of camera lenses.
- B. Sample Assignments:
  - Complete exposure calculation assessment
  - Design an exposure triangle
  - Complete camera build assessment
  - Lighting ratio sample project
  - Variable frame rate sample project
  - Variable neutral density project

# Unit 2: Multi-Camera Production

(6 weeks)

Standards:

California State Visual and Performance Art:

Arts, Media & Entertainment Career Ready Standards: 1, 2, 6, 7, 8, 9

Production and Managerial Arts Pathway Standards: C1.0, C1.2, C1.3, C1.4, C3.0, C3.1

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

A. Students will learn the roles and responsibilities associated with the different positions in multi-camera production including director, technical director, line graphics operator, sound engineer, camera operator, floor director, and teleprompter. Students will rotate through the positions and execute the tasks assigned to them in each role. Students will communicate appropriately with others on crew and use appropriate headphone etiquette.

- B. Sample Assignments:
  - Read a shot list and operate a camera
  - Operate a teleprompter and monitor speed based on talent reading
  - Operate sound board and mix mic levels appropriately
  - Manage the studio floor, crew, and assist talent
  - Operate the video switcher
  - · Operate line graphics
  - Direct multi-camera production

# Unit 3: Distribution

(6 weeks)

Standards

California State Visual and Performance Art:

Arts, Media & Entertainment Career Ready Standards: 5

Production and Managerial Arts Pathway Standards: C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn about methods of distribution and produce a film or television program for an audience beyond the classroom. Students will learn about copyright licensing, music rights, and intellectual property.
- B. Sample Assignments:
  - Distribute a daily or weekly newscast on the school's channel
  - Create an original show with continual episodes.
  - Obtain re-recording or licensing rights to use of creative work owned by an outside entity

#### Second Semester

## Unit 4: On-Location Production (single camera & multi-camera)

(6 weeks)

Standards:

California State Visual and Performance Art:

Arts, Media & Entertainment Career Ready Standards: 4

Production and Managerial Arts Pathway Standards: C5.0, C5.1, C5.1

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will work in the community to videotape events for local broadcast. Students manage production, select appropriate equipment, work with clients outside of school, and deliver a finished product for multimedia distribution
- B. Sample Assignments:

- Record sporting events for weekly sports report
- Recording school and district events
- Recording community events

#### Unit 5: <u>Independent Filmmaking</u>

(9 weeks)

Standards

California State Visual and Performance Art:

Arts, Media & Entertainment Career Ready Standards: 3, 10,

Production and Managerial Arts Pathway Standards: C4.0, C4.1, C4.2, C4.3, C4.4,

C4.5, C6.0, C6.1, C6.2, C6.3, C6.4, C6.5

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will take on the responsibility for producing, directing, editing, and delivering a short film or television production. Students will produce, script, storyboard, direct, hire cast and crew, shoot, and edit their work. The work may be included in the school's distribution channel.
- B. Sample Assignments:
  - Produce packages for a daily or weekly newscast
  - Produce Public Service Announcements (PSA's)
  - Produce creative short intros and outros for daily or weekly newscasts.

# Unit 6: <u>Producing: Company Leadership, Administration and Organization</u> (9 weeks) (Artistic Perception; Connections, Relationships and Applications)

Standards

California State Visual and Performance Art:

Arts, Media & Entertainment Career Ready Standards: 11, 12

Production and Managerial Arts Pathway Standards: C2.0, C2.1, C2.2, C2.3

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. In this unit students will participate in organization-wide decision making; collaborate with faculty on steering the film/television production company; perform administrative duties of the company; and participate in the production or broadcasting standards or content advisory committee meetings. To this end students will produce a film or television program, create production calendars and schedules, organize and supervise crew members, track deadlines, and facilitate communication.
- B. Sample Assignments:
  - Attend advisory committee meetings or broadcast standards committee meetings.
  - Meet with school administrators or community members to plan a film production.
  - Create schedules, delegate responsibilities, and communicate outcomes

# Digital Cinema Production 3-4 Honors Page 5

- Work within a team to disperse tasks and communicate on issues that arise within the team.
- Analyze and address needs of the production and develop a plan of action.
- Find ways to meet the specific needs of the production within the parameters of the equipment and time provided.

#### **Honors Final Exam Details:**

Throughout the course students will develop and maintain a portfolio demonstrating their technical and artistic mastery in the various areas of filmmaking and visual communication. Students will demonstrate creativity, critical thinking, communication, and collaboration as they assemble and refine their portfolio projects. Of particular emphasis will be the analysis and self-critique of their own work and how it relates to their educational and career goals. The students' completed portfolios will include an artist's statement, on-line résumé and filmography, behind the scenes photos, self-evaluations, and a variety of completed video productions demonstrating a breadth in the various areas of filmmaking.

#### Glendale Unified School District

# High School

# Date to be inserted after Board approval

Department:

Career Technical Education

Course Title:

Digital Cinema Production 5-6 Honors

Course Code:

Grade Level(s):

11-12

School(s) Course

Clark Magnet High School

Offered:

UC/CSU Approved: Yes, "F" Fine Art credit

(Y/N: Subject)

Course Credits:

10

Prerequisite:

Digital Cinema Production 3-4 Honors

Recommended

Video: Digital Communication & Production, 4th Edition.

Textbook/

Jim Stinson, 2018

Curriculum

Television Production & Broadcast Journalism, 3rd Edition.

Resources:

Philip L. Harris and Gil Garcia, 2018.

AVID Media Composer Fundamentals I & II, Avid Learning Series User

Certification. Publisher: Avid Technology, Inc.

Lynda.com

Course Overview:

Digital Cinema Production 5-6 Honors is the capstone course for the

Arts, Media and Entertainment industry sector and Design, Visual and

Media Arts pathway. This course will develop the concepts and

techniques introduced in Digital Cinema Production 3-4 Honors. New and varied techniques of producing and directing will be explored.

Further development of self-expression, perception, and artistic concepts

will be realized through short films. Continued development of

evaluation criteria through class work and outside observation will assist

in developing a personal concept of filmmaking and television production. Students will also prepare for an exam in film editing using the software which would lead to industry certification. Participation in this exam will be contingent upon the arrangement made with the vendor. Students will also learn the finer qualities of pre-production, production and post-production to ready them for extended college level education and/or an entry-level position within the motion picture industry. The final product will be a demo reel of their class films.

#### Course Content

# Unit 1: Pitch, Storybeat

(2 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 2, 3, 10 Production and Managerial Arts Pathway Standards: C2.3, C6.0, C6.3, C6.0, C6.1, C6.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn to develop a concept into a pitch for delivery to a buyer. They will further develop approved pitches into story beats. Students will pitch their ideas
- B. Sample Assignments:
  - Design a Logline
  - Pitch story to peer group or advisory board
  - Design story beats following the three-act structure
  - Outline the plot points for the short film

# Unit 2: Treatment, Scriptwriting

(4 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 2, 3, 10 Production and Managerial Arts Pathway Standards: C2.3, C6.0, C6.3, C6.0, C6.1, C6.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will learn to develop a concept into a pitch for delivery to a buyer. They will further develop approved pitches into story beats and a proper treatment. That treatment will be developed into a formal script
- B. Sample Assignments:
  - · Complete a treatment for the short film
  - Script using proper script format
  - Complete various script breakdowns including

# Unit 3: <u>Pre-Production Development</u>

(6 weeks)

Standards

Arts, Media & Entertainment Career Ready Standards: 5, 6, 9,

Production and Managerial Arts Pathway Standards: C3.0, C3.1, C4.0, C4.1, C4.2, C4.3, C4.4, C4.5

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will take a film script and break it down into elements to produce to create the film. This will involve identifying and working with community members to obtain rights and releases, coordinating schedules, budgeting, and call sheets. Students will research and secure equipment, talent, locations, props, wardrobe, and other elements needed to complete production.
- B. Sample Assignments:
  - Design and execute a fundraising campaign for film
  - · Design and follow a budget
  - Draw and present storyboards to shareholders
  - Create pre-visualization and animatics for shareholders
  - Hold casting sessions (auditions, callbacks) for talent
  - Scout locations identifying suitability for scrips as well as production needs
  - File paperwork for location shoot permits and contracts for all on screen talent clearances
  - Design call sheets and production schedules

# Unit 4: Production

(6 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 1, 4, 7 Production and Managerial Arts Pathway Standards: C1.0, C1.1, C1.2, C1.3, C1.4 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will execute the production of the script. Individual students will be responsible for leading their assigned production division within the categories of Art Design, Cinematography, Sound Design, Directing, Producing.
- B. Sample Assignments:
  - Secure properties for locations
  - Rentals, Reservations and Catering
  - Shooting on location a scene outside of the cinematography classroom studio
  - Complete Principal Photography of all scenes

• Complete Production Sound of all scenes

# Unit 5: Editing Rough Cut Assembly, Picture Lock

(9 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 8, 12 Production and Managerial Arts Pathway Standards: C2.0, C2.1, C2.2, C5.0, C5.1, C5.2 Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will manage the pieces of the film produced in production and assemble into a film. Initial edits will be evaluated for their relevance to the story as a whole as well as how they relate to any final delivery requirements like time length. Students will revise production elements as needed with ADR, pick-ups, and Foley.
- B. Sample Assignments:
  - Sync recorded material
  - Screen and create notes on dailies
  - Create or obtain Foley sound
  - Record ADR/Looping
  - Schedule and obtain pick up shots
  - Perform rough Assembly and Trimming
  - Screen rough to focus group audience for story notes
  - Complete final revisions for picture lock

# Unit 6: Music Composition and Sound Mastering

(3 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11 Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will score the short film with original music. They will get clearance for any recording rights for music to be used that is under copyright. Students will mix the sound for their film using industry standards practice and technology.
- B. Sample Assignments:
  - Sound Mastering and Leveling
  - Research and obtain copyright clearance
  - Meet with music composer to give direction
  - Provide communication and notes with the music composer.

# Unit 7: Color Grading & Finishing

(3 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11

Digital Cinema Production 5-6 Honors Page 5

Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. Students will complete the "feature style" short film for public display to help garner industry and stakeholder buy-in. Students will use industry standard technology to color grade their film and create needed visual effects. Students will complete their short films using industry standard practice and technology.
- B. Sample Assignments:
  - Color Correction and Grading of short film
  - Visual Effects Composition for short film
  - Design opening titles and closing credits for short film

# Unit 8: Distribution

(3 weeks)

Standards:

Arts, Media & Entertainment Career Ready Standards: 11

Production and Managerial Arts Pathway Standards: C6.3, C6.4, C6.5, C7.0, C7.1, C7.2, C7.3, C7.4, C7.5, C7.6

Common Core Standards: CCSS LS; CCSS RSIT; CCSS WS:

- A. The final cut of the film will be displayed at a public venue. Students will research the film festival market and submit their film to competitive film festivals. Students will create marketing materials for their film. The students will add new created content to their cinema demo reel.
- B. Sample Assignments:
  - Design Graphics and Marketing materials
  - Set up a Social Media contact
  - Multimedia Distribution
  - Complete festival research and submission budget
  - Design a final Demo Reel

#### **Honors Final Exam Details:**

Students will develop and produce a 5-10 minute short film. The film is to be a summative display of all the other techniques and storytelling concepts learned over the course of the semester. The film should demonstrate a strong understanding of character. Dialogue should be efficient, unique between characters and reveal a compelling backstory.

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

#### **INFORMATION REPORT NO. 2**

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

Dr. Chris Coulter, Executive Director, Secondary Instruction

SUBJECT: Proposed Revisions to Board Policies Relating to Philosophy-

Goals-Objectives and Comprehensive Plans; Students; and

Instruction

This report provides the Board of Education with information on the need to revise existing Board Policies (BP) 0420.4 (Charter School Authorization); BP 6173 (Education for Homeless Children); BP 6173.1 (Education for Foster Youth) and BP 6177 (Summer Learning Programs) as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal and state laws.

#### **BP 0420.4 - Charter School Authorization**

CSBA Update: March 2023 Last GUSD Update: May 2020

Staff is recommending the Board update Board Policy (BP) 0420.4 to reference that, until January 1, 2025, the Board is prohibited from approving a petition for the establishment of a new charter school offering nonclassroom-based instruction, and provide that a district under state receivership is not in a position to absorb the fiscal impact of a proposed charter school. The policy is also updated to reference pending litigation brought by each of CSBA's Education Legal Alliance and Napa Valley Unified School District against the State Board of Education (SBE) regarding SBE's authority to reverse the denial of a charter school petition by making a determination that a board abused its discretion in denying the petition.

#### **BP 6173 - Education for Homeless Children**

CSBA Update: March 2023 Last GUSD Update: June 2022

Staff recommends the Board update BP 6173 to reflect a new law (AB 408, 2022), which (1) mandates that districts establish homeless education program policies and update those policies at least once every three years, and (2) requires the liaison for homeless students

Glendale Unified School District Information Report No. 2 May 2, 2023 Page 2

to offer annual training to district employees providing services to students experiencing homelessness and to inform such employees of the availability of training and the services provided by the liaison. The policy should also be updated to reflect a new law (AB 2375, 2022), which requires districts, regardless of whether they received American Rescue Plan Act of 2021 funds, to annually administer a housing questionnaire for the purpose of identifying students experiencing homelessness, including unaccompanied minors, and annually report that number of students to the California Department of Education (CDE). Additionally, the policy should be updated to reflect a new law (SB 532, 2022), which requires districts to annually report to CDE the number of students experiencing homelessness who graduated with an exemption from district-established graduation requirements that are in addition to statewide coursework requirements. Finally, the draft policy has been updated throughout to change language from "homeless student" to "student experiencing homelessness."

# **BP 6173.1 - Education for Foster Youth**

CSBA Update: March 2023 Last GUSD Update: August 2017

Staff recommends the Board update BP 6173.1 to move material regarding a safe learning environment toward the beginning of the policy as it is philosophical in nature and has general implications, and reflect a new law (SB 532, 2022), which requires districts to annually report to the California Department of Education regarding the number of foster youth who, for the prior school year, graduated with an exemption from district-established graduation requirements that are in addition to statewide coursework requirements.

### **BP 6177 - Summer Learning Programs**

CSBA Update: March 2023 Last GUSD Update: April 2019

Staff recommends the Board update BP 6177 to change the name of the policy and clarify that summer learning programs are part of the Expanded Learning Opportunities Program (ELO-P) and to reflect the requirements of the ELO-P to offer access to specified students, as provided in a new law (AB 181 and 185, 2022). The policy is further updated to reference a new guidance from the California Department of Education, which clarifies that districts are prohibited from charging fees for summer school.

The proposed revisions to these policies are presented to the Board for first reading. Should the consensus be to move forward, the policies will be on the May 16, 2023, meeting

Glendale Unified School District Information Report No. 2 May 2, 2023 Page 3

agenda for approval. Upon approval of the BPs, revisions will be made to the accompanying Administrative Regulations as needed following the normal District process.

Copies of the proposed 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.



Glendale Unified School District Board Policy BP 0420.4 Page 1 of 6

<u>Philosophy — Goals - Objectives and Comprehensive Plans</u>

#### **Charter Schools Authorization**

The Board of Education recognizes that charter schools may assist the District in offering diverse learning opportunities for students. In considering any petition to establish a charter school within the District, the Board shall give thoughtful consideration to the potential of the charter school to provide students with a high-quality education that enables them to achieve to their fullest potential.

One or more persons may submit a petition for a charter school to be established within the District or for the conversion of an existing District school to a charter school. (Education Code 47605)

Any petition for a charter school shall include all components, signatures, and statements required by law as specified in the accompanying administrative regulation. The proposed charter shall be attached to the petition. (Education Code 47605)

The Superintendent or designee shall consult with legal counsel, as appropriate, regarding compliance of the charter proposals with legal requirements.

The Superintendent or designee may work with charter school petitioners prior to the formal submission of the petition in order to ensure compliance of the petition with legal requirements. As needed, the Superintendent or designee also may meet with the petitioners to establish workable plans for contracted services which the District may provide to the proposed charter school.

The Board shall not require any District student to attend the charter school, nor shall it require any District employee to work at the charter school. (Education Code 47605)

#### A. Timelines for Board Action

Within 60 days of formally receiving a charter petition, the Board of Education shall hold a public hearing at which time the Board shall consider the level of support for the petition by teachers, other employees of the District, and parents/guardians. A petition is deemed received on the day the petitioner submits a petition to the District office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605)

The Board shall either grant or deny the petition at a public hearing held within 90 days of receiving the petition, or within 120 days with the consent of both the petitioner and the Board. (Education Code 47605)

#### Charter Schools Authorization

At least 15 days before the public hearing at which the Board will grant or deny the charter, the District shall publish all staff recommendations regarding the petition, including any recommended findings and, if applicable, certification from the County Superintendent of Schools regarding the potential fiscal impact of the charter school on the District. During the public hearing, the petitioners shall have equal time and opportunity to present evidence and testimony in response to the staff recommendations and findings. (Education Code 47605)

The Superintendent or designee shall maintain accurate records, in relation to each charter petition, of documents submitted, the Board's proceedings, and the findings upon which the Board's decision is made.

# B. Approval of Petition

- 1. A charter petition shall be granted only if the Board is satisfied that doing so is consistent with sound educational practice and the interests of the community in which the school is proposing to locate. In granting charters, the Board shall consider the academic needs of the students the charter school proposes to serve and shall give preference to petitions that demonstrate the capability to provide comprehensive learning experiences for students who are identified by the petitioner as academically low-achieving, based on standards established by California Department of Education. (Education Code 47605)
- 2. Prior to authorizing any charter, the Board of Education shall verify that the charter includes adequate processes and measures for monitoring and holding the school accountable for fulfilling the terms of its charter and complying with all applicable law, including Education Code 47604.1. Such processes and measures shall include, but are not limited to, fiscal accountability systems, multiple measures for evaluating the educational program, inspection and observations of any part of the charter school, and regular reports to the Board.
- 3. The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)
- 4. The Board may approve one or more memoranda of understanding to clarify the financial and operational agreements between the District and the charter school. Any such memorandum of understanding shall be annually reviewed by the Board and charter school governing body and amended as necessary.

#### Charter Schools Authorization

- 5. The Board of Education may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)
- 6. When a petition is approved by the Board, it shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the CDE, and the State Board of Education (SBE). (Education Code 47605)

#### C. Denial of Petition

The Board shall summarily deny any charter petition that proposes to:

- 1. Operate a charter school as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)
- 2. Convert a private school to a charter school. (Education Code 47602)
- 3. Serve students in a grade level that is not served by the District, unless the petition proposes to serve students in all the grade levels served by the District. (Education Code 47605)
- 4. Offer nonclassroom-based instruction, <u>until January 1, 2025</u>. (Education Code 47512.7)

Regarding all other charter petitions, the Board shall deny a petition only if the Board makes written factual findings specific to the petition that one or more of the following conditions exist. (Education Code 47605; CCR 11967.5.1)

- 1. The charter school presents an unsound educational program that has a likelihood of physical, educational, or psychological harm to, or which is not likely to provide an educational benefit for, the students to be enrolled in the charter school.
- 2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
- 3. The petition does not contain the number of signatures required.

#### Charter Schools Authorization

- 4. The petition does not contain a clear, unequivocal statement described in Education Code 47605(e), including that the charter school will be nonsectarian and that the school shall not charge tuition or discriminate against any student based on the characteristics specified in Education Code 220.
- 5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(c).
- 6. The petition does not contain a declaration as to whether or not the charter school shall be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining pursuant to Government Code 3540-3549.3.
- 7. The charter school is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate. Analysis of this finding shall include consideration of the fiscal impact of the proposed charter school. A written factual finding shall detail specific facts and circumstances regarding that analyze and consider the following factors:
  - a. The extent to which the proposed charter school would substantially undermine existing services, academic offerings, or programmatic offerings.
  - b. Whether the proposed charter school would duplicate a program currently offered within the District, when the existing program has sufficient capacity for the students proposed to be served within reasonable proximity to where the charter school intends to locate.
- 8. The District is not positioned to absorb the fiscal impact of the proposed charter school. The District meets this criterion if it has a negative interim certification, or has a qualified interim certification and the County Superintendent certifies that approving the charter school would result in the District having a negative interim certification, or is under state receivership.

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll students with disabilities who reside outside the special education local plan area in which the District participates. (Education Code 47605.7, 47647)

# **Charter Schools Authorization**

# D. Appeals

If the Board denies a petition, the petitioners may choose to submit the petition to the County Board of Education and, if then denied by the County Board, to the SBE. (Education Code 47605)

At the request of the petitioner, the Board shall prepare the documentary record, including a transcript of the public hearing at which the Board denied the charter, no later than 10 business days after the petitioner makes the request. (Education Code 47605)

Within 30 days of receipt of an appeal submitted to SBE, the Board may submit a written opposition to SBE detailing, with specific citations to the documentary record, how the Board did not abuse its discretion in denying the petition. (Education Code 47605)

If either the County Board or SBE remands the petition to the Board because the petition on appeal contains new or different material terms, the Board shall reconsider the petition and shall grant or deny the petition within 30 days. (Education Code 47605)

# Legal References:

Education Code, Sections 200; 220; 1240; 17078.52-17078.66, 17280-17317; 17365-17374; 32280-32289.5; 32282; 33126; 41365; 42131; 42238.51-42238.2; 44237; 44830.1; 45122.1; 46201; 47600-47616.7; 47640-47647; 47650-47652-47655; 49011; 51745-51744-51749.6; 51745; 52052; 52060-52077; 56026; 56145-56146 Corporations Code, Sections 5110-6910

Government Code, Sections 1090-1099; 3540-3549.3; <del>6250-6270;</del> 54950-54963; <u>7020.000-7930.215;</u> 81000-91014

Code of Regulations, Title 5, Sections <del>11700.1-11705;</del> 11960-<del>11968.5.</del>511969.10

Welfare and Institutions Code Section 224.1

United States Code, Title 20, Sections 7223-7225 7221-7221j

Court Decisions:

Napa Unified School District v. California State Board of Education, Case No. 3402018-80002834

Ridgecrest Charter School v. Sierra Sands Unified School District, 2005 (2005), 130 Cal App 4<sup>th</sup> 986

# **Charter Schools Authorization**

Attorney General Opinions: <u>101 Ops Cal Atty Gen 92 (2018)</u>, 89 Ops Cal Atty Gen 166 (2006), 80 Ops Cal Atty Gen 52 (1997), 78 Ops Cal Atty Gen 297 (1995)

Policy Adopted:

06/27/2000

Policy Amended:

06/22/2010; 08/18/2015;

02/16/2016;

08/14/2018;

07/16/2019;

05/19/2020; --/--/2023

(Formerly BP 6138)



Glendale Unified School District Board Policy

BP 6173 Page 1 of 4

<u>Students – Placement</u>

#### **Education for Homeless Children**

The Board of Education believes that the identification of homeless students experiencing homelessness is critical to improving the educational outcomes of such students and ensuring that homeless students experiencing homelessness have access to the same free and appropriate public education provided to other students within the District. The District shall provide homeless students experiencing homelessness with access to education and other services necessary for such students to meet the same challenging academic standards as other students.

When there are at least 15 homeless students experiencing homelessness in the District or a District school, the District's Local Control and Accountability Plan (LCAP) shall include goals and specific actions to improve student achievement and other outcomes of homeless students experiencing homelessness. (Education Code 52052, 52060, 52064)

The Superintendent or designee shall regularly review <u>District policies at least once every three years</u> and recommend updates to <del>District policies to</del> ensure removal of any barriers to the education of homeless students <u>experiencing homelessness</u> and unaccompanied youth. Any such review shall address identification, enrollment, and retention of such students, including those barriers that are due to absences or outstanding fees or fines. (<u>Education Code 48851.3</u>; 42 USC 11432)

The Superintendent or designee shall designate an appropriate staff person to serve as a liaison for homeless children and youths experiencing homelessness. The District liaison for students experiencing homelessness shall fulfill the duties specified in 42 USC 11432 to assist in identifying and supporting homeless students experiencing homelessness to succeed in school, and as specified in Education Code 48851.3 related to trainings for District staff providing assistance to students experiencing homelessness.

The Superintendent or designee shall ensure that each District school identifies all homeless ehildren students experiencing homelessness and youths and unaccompanied youths enrolled at the school. (Education Code 48851)

To ensure easy identification of homeless students experiencing homelessness, the Superintendent or designee shall annually provide and administer a housing questionnaire developed by the California Department of Education (CDE) to all parents/guardians of students and all unaccompanied youths. (Education Code 48851)

If the primary language of a student's parent/guardian or an unaccompanied youth is not English, either the housing questionnaire shall be made available in the primary language of the student's parent/guardian or the unaccompanied youth pursuant to Education Code 48985, or an appropriate translation of the housing questionnaire shall be provided upon request of a student's parent/guardian or an unaccompanied youth. (Education Code 48851)

Glendale Unified School District Board Policy

BP 6173 Page 2 of 4

Students - Placement

Education for Homeless Children

The Superintendent or designee shall report to CDE the number of students experiencing homelessness, including unaccompanied youths, enrolled in the district as identified from the housing questionnaire described above. (Education Code 48851)

In addition, the Superintendent or designee shall ensure that the District liaison's contact information and other information on homelessness, including, but not limited to, information regarding the educational rights and resources available to persons experiencing homelessness, are posted on the District and school web sites as specified in the accompanying administrative regulation. (Education Code 48852.6)

The Superintendent or designee shall ensure that placement decisions for homeless students experiencing homelessness are based on the student's best interest as defined in law and administrative regulation.

Each homeless students experiencing homelessness shall be provided services that are comparable to services offered to other students in the school, including, but not limited to, transportation, educational programs for which the student meets the eligibility criteria (such as federal Title I services or similar state or local programs, programs for students with disabilities, and educational programs for English learners), career and technical education programs, programs for gifted and talented students, and school nutrition programs. (Education Code 48850; 42 USC 11432)

Homeless Students experiencing homelessness shall not be segregated into a separate school or program based on their status as homeless and shall not be stigmatized in any way. However, the Superintendent or designee may separate homeless students experiencing homelessness on school grounds as necessary for short periods of time for health and safety emergencies or to provide temporary, special, and supplementary services to meet the unique needs of homeless students. (42 USC 11432, 11433)

The Superintendent or designee shall ensure that information and/or materials for homeless students experiencing homelessness are provided in a manner and form understandable to the parents/guardians of homeless students experiencing homelessness and to unaccompanied youths.

Information about the living situation of a homeless students experiencing homelessness living situation shall be considered part of a student's educational record, subject to the Family Educational Rights and Privacy Act, shall not be deemed to be directory information as defined in 20 USC 1232g, and shall not be released without written consent. (42 USC 11432)

The Superintendent or designee shall coordinate with other agencies and entities to ensure that

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# Students - Placement

#### Education for Homeless Children

homeless children and youth students experiencing homelessness are promptly identified, ensure that homeless students experiencing homelessness have access to and are in reasonable proximity to available education and related support services, and raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness. Toward these ends, the Superintendent or designee shall collaborate with local social services agencies, other agencies or entities providing services to homeless children students experiencing homelessness and youth, and, if applicable, transitional housing facilities. In addition, the Superintendent or designee shall coordinate transportation, transfer of school records, and other interdistrict activities with other local educational agencies. As necessary, the Superintendent or designee shall coordinate, within the District and with other involved local educational agencies, services for homeless students experiencing homelessness and services for students with disabilities. (42 USC 11432)

The Superintendent or designee shall report to CDE the number of homeless children and youths and unaccompanied youths enrolled in the District as identified from the housing questionnaire described above. (Education Code 48851)

At least annually, the District liaison and other appropriate staff shall participate in professional development and other technical assistance activities to assist them in identifying and meeting the needs of students experiencing homelessness. Such professional development and technical assistance shall include, but are not limited to, training on the District's homeless education program policies, definitions of terms related to homelessness, recognition of signs that students are experiencing or are at risk of experiencing homelessness, the steps that should be taken once a potentially homeless student is identified, and how to connect students experiencing homelessness with appropriate housing and service providers. (Education Code 48851.3, 48852.5; 42 USC 11432)

At least annually, the Superintendent or designee shall report to the Board on the identification of and outcomes for homeless students experiencing homelessness, which may include, but are not limited to, the housing questionnaire responses, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, suspension/expulsion rates, and other outcomes related to any goals and specific actions identified in the LCAP. Based on the evaluation data, the District shall revise its strategies as needed to more effectively identify and support the education of homeless students experiencing homelessness.

Annually, the Superintendent or designee shall report to CDE, in accordance with Education Code 51225.1, the number of students experiencing homelessness graduating from the fourth or fifth year of high school who, for the prior school year, graduated with an exemption from District-established graduation requirements that are in addition to statewide coursework requirements.

# Students - Placement

# Education for Homeless Children

Legal Reference:

Education Code, Sections 39807.5; 48850; 48850-48859; 48851; 48851/5; 48851.3; 48851.5; 48852.3; 48852.5; 48852.6; 48852.7; 48859; 48915.5;

48918.1; 48985; 51225.1-51225.3; 52052; 52060-52077

Code of Regulations, Title 5, Sections 4600-4670

United States Code of Regulations, Title 20, Sections 1087vv; 1232g; 1400-

1482; 6311

United States Code, Title 42, Sections 11431-11435, 12705

Policy Adopted:

01/08/2008

Policy Amended:

08/16/2016; 08/15/2017; 06/14/2022; --/--/2023

Formerly BP 5111.1

# DRAFT

Glendale Unified School District Board Policy BP 6173.1 Page 1 of 2

#### Instruction

#### Education for Foster Youth

The Board of Education recognizes that foster youth may face significant barriers to achieving academic success due to their family circumstances, disruption to their educational program, and their emotional, social, and other health needs that may be addressed with the provision of a safe, positive learning environment that is free from discrimination and harassment and that promotes students' self-esteem and academic achievement.

To enable such students to achieve state and district academic standards, The Superintendent or designee shall provide them foster youth with full access to the District's educational program and implement strategies identified as necessary for the improvement of the academic achievement of foster youth in the District's local control and accountability plan (LCAP). The Superintendent or designee shall also develop strategies to build a foster youth's feeling of connectedness with school, including, but not limited to, strategies that promote positive discipline and conflict resolution, the development of resiliency and interpersonal skills, and the involvement of foster parents, group home administrators, and/or other caretakers in school programs and activities.

The Superintendent or designee shall ensure that placement decisions for foster youth are based on the students' best interests as defined in law and as specified in the accompanying administrative regulation. To that end, he/she the Superintendent or designee shall designate a staff person as the District liaison for foster youth to help facilitate the enrollment, placement, and transfer of foster youth.

The Superintendent or designee and District liaison shall ensure that all appropriate staff, including, but not limited to, each principal, school registrar, and attendance clerk, receive training on the enrollment, placement, and transfer of foster youth and other related rights.

The Board desires to provide foster youth with a safe, positive learning environment that is free from discrimination and harassment and that promotes students' self-esteem and academic achievement. The Superintendent or designee shall develop strategies to build a foster youth's feeling of connectedness with his/her school, including, but not limited to, strategies that promote positive discipline and conflict resolution, the development of resiliency and interpersonal skills, and the involvement of foster parents, group home administrators, and/or other caretakers in school programs and activities.

To address the needs of foster youth and help ensure the maximum utilization of available funds, the Superintendent or designee shall collaborate with local agencies and officials including, but not limited to, the county placing agency, social services, probation officers, and juvenile court officers. The Superintendent or designee shall explore the feasibility of entering into agreements with these groups to coordinate services and protect the rights of foster youth.

#### Instruction

#### Education for Foster Youth

At least annually and in accordance with the established timelines, the Superintendent or designee shall report to the Board on the outcomes for foster youth regarding the goals and specific actions identified in the LCAP, including, but not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, and suspension/expulsion rates. As necessary, evaluation data shall be used to determine and recommend revisions to the LCAP for improving or increasing services for foster youth.

Annually, the Superintendent or designee shall report to the California Department of Education, in accordance with Education Code 51225.1, the number of foster youth graduating from the fourth or fifth year of high school who, for the prior school year, graduated with an exemption from district-established graduation requirements that are in addition to statewide coursework requirements.

Legal Reference:

Education Code Sections: 32228-32228.5; 39807.5; 42238.01-42238.07; 42920-42925—42926; 48645-48646 48647; 48850-48859; 48915.5;

48918.1; 49061; 49069.5; 49076; 51225.1; 51225.2; 51225.3; 52060-

52077; 56055<del>; 60851; 60851.5</del>

Health and Safety Code Sections: 1522.41; <del>1529.2;</del> 120341

Welfare and Institutions Code Sections: 300; 309; 317; 361; 366.27; 602;

726; 727; 16000-16014

Code of Regulations, Title 5 Sections 4600-4687 4670

United State Code, Title 20 Section 1415; 6311

United State Code, Title 29 Section 794

United State Code, Title 42 Sections: 670-679b; 11431-11435

Policy Adopted:

08/15/2017

Policy Amended:

<u>--/--/2023</u>

# **DRAFT**

Glendale Unified School District Board Policy BP 6177 Page 1 of 3

#### Instruction

## Summer School Learning Programs

The Board of Education recognizes that an extended break from the instructional program may result in significant learning loss, especially among disadvantaged and low-achieving students, and desires to provide opportunities during the summer for students to practice essential skills, and make academic progress, and develop social, emotional, and physical needs and interest through hands-on engaging learning experiences.

Summer programs offered by the District shall be aligned with the District's local control and accountability plan (LCAP), other applicable District and school plans, and the educational program provided during the school year. When feasible, summer programs shall blend high-quality academic instruction in core curricular and/or elective subjects with recreation, nutrition programs, social and emotional development, and support services that encourage attendance, student engagement in learning, and student wellness.

#### Summer School

The Superintendent or designee, with Board approval, may establish summer school day and/or evening classes.

The District's summer school program may be used to provide supplemental instruction to students needing remediation credit recovery, intervention, and/or enrichment in core academic subjects.

#### A. Enrollment Priorities

As appropriate, priority for enrollment in summer school programs shall be given to District students who:

- 1. Need course credits in order to graduate from high school before the beginning of the next school year.
- 2. Have been retained or are at risk of being retained at their grade level.
- 3. Demonstrate academic deficiencies in core curriculum areas.
- 4. Are in targeted student groups identified in the District's LCAP as needing increased or improved services to succeed in the educational program.

#### Instruction

# Summer School Learning Programs

- 5. Are in grades transitional kindergarten (TK) 6 and are required to be offered or provided access to Expanded Learning Opportunities Programs pursuant to Education Code 46120 and BP/AR 5184.2 Before/After School Programs.
- 5. <u>6.</u> The remaining openings shall be offered to other District students on a lottery basis. The remaining openings shall be offered to other District students on a first-come, first-served basis.

#### B. Attendance

Because summer courses cover extensive instructional content in a relatively short time period, students who have more than three excused absences or one unexcused absence may not receive credit for summer session class(es) unless they make-up missed work in accordance with law, Board policy, and administrative regulation.

#### C. Location

Sites for summer school programs may be rotated in an effort to make summer school programs more accessible to all students, regardless of residence or regular attendance area, and to accommodate the maintenance needs of District schools.

#### D. Evaluation

The Superintendent or designee shall annually report to the Board on summer school enrollment in the current year and previous year for the program as a whole and disaggregated by grade level, school that the students attend during the regular school year, and student population. In addition, he/she the Superintendent or designee may report on the extent to which students successfully achieved the outcomes established for the program.

#### E. Additional Summer Learning Opportunities

The Superintendent or designee may collaborate with parents/guardians, city and county agencies, community organizations, child care providers, and/or other interested persons to develop, implement, and build awareness of organized activities that support summer learning.

Strategies to support summer learning may include, but are not limited to:

# Instruction

# Summer School Learning Programs

- 1. Providing information to students and parents/guardians about summer reading programs scheduled to be conducted by public libraries or community organizations.
- 2. Collaborating with Early Education and Extended Learning Programs the District's Child Development and Child Care department, local parks and recreation agency and/or community organizations to provide day camps and child care.
- 3. Collaborating with workforce development agencies, businesses, and community organizations to provide summer job training opportunities that include an academic component.
- 4. Encouraging reading in the home, such as providing lists of recommended reading to students and parents/guardians, establishing a target number of books or pages, and providing prizes for achievement of reading goals.
- 5. Conducting occasional, interactive "fun days" during the summer to provide activities related to art, music, science, technology, mathematics, environmental science, multicultural education, debate, or other subjects.
- 6. Arranging opportunities for community service.

Legal Reference:

Education Code, Sections 8481 8482-8484.6; 8484.7-8484.9; 37252-37254.1; 39837; 41505-41508; 41976.5; 42238.01-42238.07; 48070-48070.5; 51210; 51220; 51730-51732; 52052; 52060-52077; 54444.3; 56345; 58700-58702; 58806

Code of Regulations, Title 5, Sections 3043; 11470-11472 United States Code, Title 20, Sections 6311-6322; 7171-7176

Policy Adopted:

06/16/1959

Policy Amended:

07/02/1985; 12/06/1994; 03/27/2002; 10/15/2002; 12/14/2010;

04/16/2019; --/--/2023

(Formerly BP 6610)

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

#### **INFORMATION REPORT 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: ACKNOWLEDGEMENTS OF SERVICE

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. Burton, Randi Effective 6/08/23

Special Education Teacher Valley View Elementary

2. Sablan, Dianeh O'Farrill Effective 6/30/23

1<sup>st</sup> Grade Teacher

Verdugo Woodlands Elementary

#### Retirements:

1. Gasparyan, Nazeli Effective 5/01/23
Early Education Teacher 21 years, 10 months of

Cerritos Elementary/CDCC service

2. Leal, Jina Effective 6/09/23

2<sup>nd</sup> Grade Teacher 32 years of service Jefferson Elementary

3. Servillo, Waunita Effective 6/10/23

Education Assistant II 45 years, 7 months Glenoaks Elementary School

Glendale Unified School District Information Report No. 3 May 2, 2023 Page 2

# Retirements (Cont.):

4. Teoh, Lean Sim
3<sup>rd</sup> Grade Teacher
Glenoaks Elementary

Effective 6/09/23 26 years of service

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

#### ACTION REPORT NO.1

TO:

Board of Education

FROM:

Dr. Vivian Ekchian, Superintendent

PREPARED IN:

Office of the Superintendent

SUBJECT:

Resolution No. 27 – In Support of Senate Bill 596 (Portantino)

The Superintendent recommends that the Board of Education adopt Resolution No. 27 in support of Senate Bill 596 (Portantino) – School Employees Protection.

At its meeting on April 18, 2023, the Board of Education discussed adopting a formal Board resolution in support of Senate Bill (SB) 596 – School Employees Protection. The Glendale Unified School District Board of Education desires to provide a safe and orderly work environment for all employees that is free of intimidation, threats, and violence.

On February 15, 2023, Senator Anthony J. Portantino introduced Senate Bill 596, a measure that addresses the issue of school employees facing harassment and greater scrutiny over lessons taught in the classroom. The measure aims to provide a safe and inclusive environment for all students and school employees.

SB 596 specifies that a person who subjects a school employee to threats or harassment while the employee is away from a school site or after school hours for reasons related to the employee's course of duties is guilty of a misdemeanor. It defines "harassment" to mean unlawful violence, a credible threat of violence, or a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, or harasses the person, and that serves no legitimate purpose. The course of conduct must be that which would cause a reasonable person to suffer substantial emotional distress, and must actually cause substantial emotional distress to the person. In addition, it defines "code of conduct" to mean a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose, including following or stalking an individual, making harassing telephone calls to an individual, or sending harassing correspondence to an individual by any means, including, but not limited to, the use of public or private mails, interoffice mail, facsimile, or email.

"Actions that incite fear amongst educators who are teaching in accordance with state standards are counterproductive, unacceptable and potentially dangerous," stated Senator Portantino. "Too many teachers are being intimidated and harassed for just doing their job. SB 596 will ensure that they can continue to be dedicated educators, helping their students thrive unencumbered by fear and intimidation. I am very grateful to the teachers in my

Glendale Unified School District Action Report No. 1 May 2, 2023 Page 2

district for their commitment to our children and for bringing the need for this bill to my attention."

On April 12, 2023, SB 596 was heard in the Senate Education Committee. On April 25, the bill passed the Senate Public Safety Committee.

The California School Employees Association, California Teachers Association, Glendale Teachers Association, and the Torrance Unified School District are in support of the bill.

Glendale Unified School District has established a fair and thorough process to address any concerns parents and community members have about the conduct of a staff member or questions about policies and procedures. GUSD is committed to ensuring that every student who attends our schools is treated with dignity and respect. While we know this work can be complicated, our unfailing commitment to our students, transparency with our families and fealty to the law are paramount.

The accompanying resolution is presented to the Board of Education for adoption.

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 Action Report No. 1 May 2, 2023 Page 3

# GLENDALE UNIFIED SCHOOL DISTRICT RESOLUTION NO. 27

# IN SUPPORT OF SENATE BILL 596 - School Employees Protection

WHEREAS, the Glendale Unified School District Board of Education desires to provide a safe and orderly work environment for all employees that is free of intimidation, threats, and violence; and

WHEREAS, actions that incite fear amongst educators who are teaching in accordance with state standards, actions that threatens to disrupt normal operations of any district facility, and actions that threatens the health or safety of any school employee are counterproductive, unacceptable and potentially dangerous; and

WHEREAS, threats and intimidating behavior has no place in our community and runs counter to the values of respect, inclusion, and responsible engagement we want to model for our students; and

WHEREAS, Senate Bill 596 introduced by Senator Anthony Portantino, would make it a misdemeanor to interfere, through threats, harassment or similar conduct, with a school employee's daily life away from a school site or after school hours for reasons related to their official duties; and

WHEREAS, there are many opportunities for parents and community members to engage in influencing policies. Additionally, Glendale Unified School District has established a fair and thorough process to address concerns parents and community members have about the conduct of a staff member or questions about policies and procedures. Harassing and intimidating staff is not an acceptable alternative to engaging in these processes; and

WHEREAS, Glendale Unified School District is committed to ensuring that every student who attends our schools is treated with dignity and respect. While we know this work can be complicated, our unfailing commitment to our students, transparency with our families and fealty to the law are paramount.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Glendale Unified School District supports Senate Bill 596. Senate Bill 596 will ensure that school employees can continue to help their students thrive unencumbered by fear and intimidation.

**PASSED, APPROVED, AND ADOPTED** this 2<sup>nd</sup> of May 2023 at a regular meeting of the Glendale Unified School District Board of Education, Los Angeles County, California.

Nayiri Nahabedian, President	Shant Sahakian, Clerk

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**Bill Information** 

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SB-596 School employees: protection. (2023-2024)





Date Published: 03/30/2023 09:00 PM

AMENDED IN SENATE MARCH 30, 2023

CALIFORNIA LEGISLATURE - 2023-2024 REGULAR SESSION

**SENATE BILL** 

NO. 596

**Introduced by Senator Portantino** 

February 15, 2023

An act to amend Section 44811 of the Education Code, relating to school employees.

#### LEGISLATIVE COUNSEL'S DIGEST

SB 596, as amended, Portantino. School employees: protection.

Existing law provides that any parent, guardian, or other person whose conduct in a place where a school employee is required to be in the course of the employee's duties materially disrupts classwork or extracurricular activities or involves substantial disorder is guilty of a misdemeanor punishable by a fine of not less than \$500, nor more than \$1,000, or by imprisonment in a county jail not exceeding one year, or by both imprisonment and the fine. Existing law provides for certain minimum periods of imprisonment in a county jail for subsequent convictions for the above-described offenses, as specified.

This bill would provide that any parent, guardian, or other person who interferes, as specified, with a school employee's daily life subjects a school employee to threats or harassment, as defined, while the employee is away from a schoolsite or after school hours for reasons related to the employee's course of duties is guilty of a misdemeanor punishable as for the offense described above. By defining a new crime, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 44811 of the Education Code is amended to read:

- **44811.** (a) Any parent, guardian, or other person whose conduct in a place where a school employee is required to be in the course of the employee's duties materially disrupts classwork or extracurricular activities or involves substantial disorder is guilty of a misdemeanor.
- (b) Any parent, guardian, or other person who interferes, such as through threats, harassment, or similar conduct, with a school employee's daily life subjects a school employee to threats or harassment while the employee is away from a schoolsite or after school hours for reasons related to the employee's course of duties, including, but not limited to, instruction pursuant to Sections 51204.5 and 51930, is quilty of a misdemeanor.
- (c) For purposes of this section, the following definitions apply:
  - (1) "Course of conduct" means a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose, including following or stalking an individual, making harassing telephone calls to an individual, or sending harassing correspondence to an individual by any means, including, but not limited to, the use of public or private mails, interoffice mail, facsimile, or email. Constitutionally protected activity is not included within the meaning of "course of conduct."
  - (2) "Harassment" means unlawful violence, a credible threat of violence, or a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, or harasses the person, and that serves no legitimate purpose. The course of conduct must be that which would cause a reasonable person to suffer substantial emotional distress, and must actually cause substantial emotional distress to the person.

#### (c)

- (d) A violation of subdivision (a) or (b) shall be punished as follows:
  - (1) Upon the first conviction, by a fine of not less than five hundred dollars (\$500) and not more than one thousand dollars (\$1,000), or by imprisonment in a county jail for not more than one year, or by both the fine and imprisonment.
  - (2) Upon a second conviction, by imprisonment in a county jail for a period of not less than 10 days, and not more than one year, or by both imprisonment and a fine not exceeding one thousand dollars (\$1,000). The defendant shall not be released on probation, or for any other basis until the defendant has served not less than 10 days in a county jail.
  - (3) Upon a third or subsequent conviction, by imprisonment in a county jail for a period of not less than 90 days, and not more than one year, or by both imprisonment and a fine not exceeding one thousand dollars (\$1,000). The defendant shall not be released on probation, or for any other basis until the defendant has served not less than 90 days in a county jail.
  - (4) Upon a showing of good cause, the court may find that for any mandatory minimum imprisonment specified by paragraph (2) or (3) of this subdivision, the imprisonment shall not be imposed, and the court may grant probation, or the suspension of the execution or imposition of the sentence.

#### <del>(d)</del>

- (e) This section shall not apply to any otherwise lawful employee concerted activity, including, but not limited to, picketing and the distribution of handbills.
- **SEC. 2.** No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

**ACTION REPORT NO. 2** 

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Lena Kortoshian, Director, Teaching and Learning

SUBJECT: Approval for a Two-Year Renewal of EnVision Math through

Savvas Learning Company as Core Mathematics Materials for

**Grades K-5** 

The Superintendent recommends that the Board of Education approve a two-year renewal of <u>EnVision Math</u> through Savvas Leaning Company (formerly Pearson K12 Learning) as the core Mathematics materials for Elementary Mathematics in Grades K-5.

At its meeting on March 27, 2017, the Board of Education approved the adoption of Pearson's EnVision Math as the core Mathematics materials for Elementary Mathematics in Grades K-5. The adoption was for six years, beginning with the 2017-2018 school year and ending at the end of the 2022-2023 school year.

California *Education Code* (*EC*) Section 60200 requires the State Board of Education (SBE) to review and adopt curriculum frameworks and evaluation criteria for the review and adoption of instructional materials, following an established multi-step process and timeline. In anticipation of the next instructional materials adoption, currently scheduled for 2024, the SBE is scheduled to adopt a revision of the *Mathematics Framework*. This revision will update the guidance for teachers, administrators, and other educational decision-makers to ensure effective implementation of the California State Standards for Mathematics and inform the upcoming adoption of instructional materials.

Because GUSD's curriculum material digital licenses with EnVision Math will expire on June 30, 2023, and the SBE is currently in the process of revising the Mathematics Framework, it is recommended that the current digital instructional licenses be extended for a two-year period. In addition to English, the licenses serve students in the Spanish, French and German Dual Language Immersion programs. The two-year renewal of EnVision Math for Grades K-5 will allow for continuity of instruction during the time the SBE conducts their review and adoption process for the revision of the Mathematics Framework. Once revisions to the framework are adopted by the SBE, GUSD will begin

Glendale Unified School District Action Report No. 2 May 2, 2023 Page 2

the process of adopting new curriculum materials as needed to conform to the revised Mathematics Framework.

The cost for the two-year renewal for Grades K-5, valid July 1, 2023, through June 30, 2025, is \$557,268, and will be funded through the Arts, Music, and Instructional Materials Block Grant.

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.



15 East Midland Avenue Suite 502 Paramus, NJ 07652 USA

BILL - TO GLENDALE UNIFIED SCHOOL DISTRICT 223 N JACKSON ST GLENDALE CA 91206

Acct.# 2343797

#### **QUOTATION #** 7028362911

Internal Use Only: 7028362911 Purchase Order #: QUOTE Document Control #: 517892

# of Cartons: 0 FOB: Ship Via: Tax Certificate:

Invoice Date: 04/12/2023 Payment Due: 05/12/2023 Invoice Routing: 1C

#### SHIP - TO

LENA KORTOSHIAN GLENDALE UNIFIED SCHOOL DISTRICT 223 N JACKSON ST GLENDALE CA 91206

Acct.# 2343797

Title/Description	Copyright	ISBN13/Material#	Qty	Unit Price	Discount	Extended Price
ENVMTH17 DCW 2YR LIC GR.1	2017	978032890672-7	1,875	46.00	NET	86,250.00
ENVMTH17 DCW 2YR LIC GR.2	2017	978032890673-4	1,863	46.00	NET	85,698.00
ENVMTH17 DCW 2YR LIC GR.3	2017	978032890674-1	1,912	46.00	NET	87,952.00
ENVMTH17 DCW 2YR LIC GR.4	2017	978032890675-8	2,000	46.00	NET	92,000.00
ENVMTH17 DCW 2YR LIC GR.5	2017	978032890676-5	1,987	46.00	NET	91,402.00

#### PROFORMA INVOICE

Hours of Operation 8:00 AM to 8:00 PM EST
Contact Customer Support : support.savvas.com.
Please note Savvas does not accept credit card information via mail or email

Please visit OASIS at oasis.savvas.com to print additional copies of this invoice.

To learn more about how Savvas Learning Company can help you move learning forward with next-generation learning solutions across all K-12 grade levels and disciplines, please visit **savvas.com**.

Page 1 of 4



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Title/Description	Copyright	ISBN13/Material#	Qty	Unit Price	Discount	Extended Price
ENVMTH17 DCW 2YR LIC GR. K	2017	978032890671-0	1,614	46.00	NET	74,244.00
ENVMTH17 SP DCW 2YR LIC GR.1	2017	978032892026-6	152	46.00	NET	6,992.00
ENVMTH17 SP DCW 2YR LIC GR.2	2017	978032892027-3	139	46.00	NET	6,394.00
ENVMTH17 SP DCW 2YR LIC GR.3	2017	978032892028-0	127	46.00	NET	5,842.00
ENVMTH17 SP DCW 2YR LIC GR.4	2017	978032892029-7	119	46.00	NET	5,474.00

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Acct.# 2343797

Title/Description	Copyright	ISBN13/Material#	Qty	Unit Price	Discount	Extended Price
ENVMTH17 SP DCW 2YR LIC GR. K	2017	978032892025-9	143	46.00	NET	6,578.00
ENVMTH18 CSTM CC DCW 2YR LIC G1/3	2018	978142858079-4	201	42.00	NET	8,442.00

brittany.dean@savvas.com

SHIPPING AND HANDLING CHARGES WILL BE PREPAID AND ADDED TO YOUR INVOICE. ALL CHARGES ARE FOB SHIPPING POINT. THERE WILL BE A 2% CHARGE FOR ALL ORDERS SHIPPING USING YOUR PREFERRED CARRIER AND/OR PICKED UP AT OUR WAREHOUSE. PLEASE REFERENCE THE PROFORMA NUMBER FOR CORRECT PRICING.

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SHIP - TO

LENA KORTOSHIAN

GLENDALE UNIFIED SCHOOL DISTRICT 223 N JACKSON ST

GLENDALE CA 91206

Acct.# 2343797

Title/Description Copyright ISBN13/Material# Qty Unit Price Discount Extended Price

THIS QUOTE IS VALID UNTIL 9/30/2023

**Electronic Payment Instructions:** 

Account Name : Savvas Learning Company LLC

 Account Number : 3752176289
 ACH ABA Routing : 111000012

 Currency : USD
 Wire ABA Routing : 026009593

 Bank address : Bank of America
 SWIFT Code : BOFAUS3N

100 West 33rd Street

New York, NY 10001-2900

Please direct all remittance advices to Remittance@savvas.com

Make Checks Payable to:

Savvas Learning Company LLC

PO Box 409496

Atlanta, GA 30384-9496

PRODUCT CHARGE 557,268.00

TOTAL 557,268.00

AMOUNT APPLIED

AMOUNT DUE \$ 557,268.00

PROFORMA INVOICE

Hours of Operation 8:00 AM to 8:00 PM EST Contact Customer Support : support.savvas.com.

Please note Savvas does not accept credit card information via mail or email

#### INSTRUCTIONS THIS ORDER:

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All claims for adjustments must be made within 45 days of receipt of the shipment.

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# GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 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. 18, April 18, 2023

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

# BOARD OF EDUCATION MEETING NO. 18 <u>UNADOPTED MINUTES</u> REGULAR MEETING, April 18, 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, April 18, 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

Alina Gonzalez, a 6<sup>th</sup> grade student at Thomas Jefferson Elementary 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. Cross and seconded by Ms. Gunnell to approve the agenda, as presented. Motion approved unanimously: AYES—Cross, Gunnell, Sahakian, Freemon, and Nahabedian.

#### **ACKNOWLEDGEMENTS**

#### 1. 2023 Elementary Robotics Tournament

The Board of Education recognized Cerritos Elementary as the 2023 Championship team that demonstrated overall excellence in the Glendale Unified Robotics Tournament.

MINUTES: April 18, 2023 - Regular Board Meeting

#### **PRESENTATIONS**

1. Policies to Protect Administrators, Teachers, and Staff

The Board of Education strongly supports laws and policies that protect school employees from discrimination, threats, and harassment. The Board has established policies related to Nondiscrimination/Harassment (BP 5145.3), Hate Speech and Hate-Motivated Conduct (BP 5145.9), and Instruction on Topics of Political and Socio-Cultural Importance (BP 6144). Additionally, Senator Anthony Portantino spoke about Senate Bill 596, which he introduced this year. This bill would amend Section 44811 of the Education Code to further protect school employees from harassment for reasons related to the employee's course of duties.

#### STUDENT BOARD MEMBER REPORT

Student Board Member Melinda Khechumyan provided a year-in-review on the activities of the Student Advisory Council.

#### PUBLIC COMMUNICATIONS

- 1. <u>Dr. Suzie Abajian</u>, representing the ANCA Western Region Census Task Force, thanked the Board for the letter of support for the inclusion of the Armenian checkbox in the 2030 census. She asked that we adopt the resolution.
- 2. <u>Narine Tadevosyan</u> spoke about SB 596. If California employees are teaching California state standards, then something is wrong with the state standards.
- 3. <u>Alek Bartrosouf</u> supports the Board and staff for the inclusive policies in our schools. He thanked them for advancing those policies and making it a little easier for all students to grow up in this city.
- 4. <u>Arman Petrosian</u> said the way he grew up was to respect everyone. This is what he teaches his children. Whatever we are doing, we are creating a division. The government is doing a great job in dividing us.
- 5. <u>Tammy Tiber</u> provided an adaptation of a poem by Martin Niemoller called, "First They Came." It is not a coincidence that exactly one year ago today, a vocal minority came to the GUSD school board and attacked her. They have come here again today to do the same thing to Dr. Kelly King.
- 6. Ray Shelton said gender is binary and cannot be changed. Transgender ideology is anti-gay, anti-women, and anti-human.
- 7. <u>Cheryl Schmidt</u> is opposed to GUSD's direct lobbying for the creation of Senate Bill 596. She is disappointed that GUSD wants to send people to jail for being in opposition of its policies, denying their freedom of speech. Parents are not terrorists.

#### PUBLIC COMMUNICATIONS (Continued)

- 8. <u>Jordan Henry</u> said this is not about him, but about GUSD's policies, specifically AR 5145.3. Every teacher supports concealing private information of a minor's sexuality from parents. And, this policy is about nondiscrimination? How is that okay.
- 9. <u>Yeva Babayan</u> said her concern is the exclusion of parents in deciding a child's gender identity.
- 10. <u>Patrick Davarhanian</u> shared his concerns about personal attacks against educators. The attacks against Dr. Kelly King on April 4 were unwarranted, unprofessional, and completely inaccurate.
- 11. Linda Campo expressed her support for LGBTQ students.
- 12. <u>Sengey Esayan</u> expressed his feelings about hate. His parents taught him to respect everyone. However, he does not want co-parenting. He will do anything to protect his kids.
- 13. Mike Mohill said when he went to school, hate was never talked about. We should be concerned about the results that only 43% of the children are proficient in Math and 65% in English. GUSD's report card is a failure. Let's get back to good education.
- 14. <u>Adolfo Flores</u> spoke about indoctrination of children and invading the rights of parents. Teachers are infiltrating them with false documents.
- 15. <u>Greg Alexanian</u> gave the definition of a pervert. Kids are kids. This is about influencing those most susceptible. A perverse spirit is behind this.
- 16. <u>Arbi Sardari</u> spoke about gender identity. In California, there are more than two genders. Wake up and stop dividing us. It's about their kids that is why parents are so angry.
- 17. <u>Erik Galstyan</u> said his biggest struggle when he went to school was finishing his homework so he could go out and play. Stop stealing the youth and innocence from these kids.
- 18. <u>Gayane Kalesians</u> said there is no hate here; they are just protecting their children and their rights.
- 19. <u>Alen Kalesians</u> said they are the parents; they want to make the rules. We have seen shootings at schools; we need police at our schools.
- 20. <u>Elle Henry</u> spoke about AR 5145 concerning a student's gender identity. Changing student's pronouns should not be for the faculty to decide. Parents need to know what happens in school.

## PUBLIC COMMUNICATIONS (Continued)

- 21. <u>Hayk Makhmuryan</u> supports all educators. As a resident and soon to be parent, it is scary for him to hear talk about perverts from the podium and hearing another person in the lobby asked someone holding a rainbow flag if he was a pervert. This is egregious.
- 22. <u>Hasmik Bezirdzhyan</u> said she was a tomboy growing up. If she was going to GUSD today, she would not have the beautiful family she has today. She is not against transgender, but against brainwashing our children.
- 23. Aneta Krpetyan said Tammy Tiber was not the victim, the 8-year kids she showed inappropriate videos were the victims. Kelly King is not the victim, the families whose children she keeps a secret file are the victims. Stop grooming their children. They are not going to stand back and watch it happen.
- 24. <u>Angela Vroom Givart</u> said we are here because of one local agitator, Jordan Henry. Jordan Henry uses these meetings for social media attention. If you look at his twitter feed he sees communist conspiracy everywhere. This person and his followers believe that witches and demons are everywhere.
- 25. <u>Telly Tse</u> is deeply aware there is still a lot he does not know. What he does know is that when we become more inclusive and seek to learn, our community becomes safer and stronger. To Dr. King and all educators who are protecting our LGBTQ students, you are appreciated and you are saving our children's lives.
- 26. <u>Jill Simonian</u> is here to support the parents who are begging for truth, reasons, and virtues inside of our classrooms. Seeing what is going on in GUSD is tragic. This is not about hating the LGBTQ community. The root of this issue is this school board is failing to educate children in knowledge.
- 27. <u>Bita Mathews</u> spoke about transgender youth in sports, which is a very small percentage. Thanks for standing with our children. The rainbow would not be as beautiful without all colors standing strong together.
- 28. Neda Farhoumand thanked the Board and teachers for the education her son received at GUSD and for preparing her son to be life ready. Having received a bachelor's and master's degree, her son is now a fellow at Yale University. This is a testament to what GUSD has done right.

#### **CLOSED SESSION**

The Board recessed to closed session at 6:25 p.m. to discuss the following:

1. 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

#### MINUTES: April 18, 2023 – Regular Board Meeting

#### **CLOSED SESSION (Continued)**

- 2. Personnel matters relating to the appointment, employment or evaluation of school based and non-school based district management positions pursuant to Government Code §54957
- 3. Conference with Legal Counsel-Existing litigation pursuant to Government Code Section §54956.9 (d)(1): Case No. 22CV005456
- 4. Public Employee Performance Evaluation Government Code §54957 Title: Superintendent of Schools

#### CALL TO ORDER/RETURN TO REGULAR MEETING

The meeting reconvened at 8:16 p.m.

#### REPORTING OUT OF CLOSED SESSION

No action was taken during closed session.

#### **PUBLIC HEARING**

Glendale Unified School District Proposal for 2022-2023 Reopener Agreement with Glendale Teaches Association

Ms. Nahabedian opened the public hearing at 8:18 p.m., asked if anyone wished to speak on this item. Hearing none, she closed the public hearing at 8:18 p.m.

#### SUPERINTENDENT'S UPDATE

1. Diversity, Equity, and Inclusion

#### **INFORMATION**

- 1. Commencement and Promotion Schedule for 2023
- 2. Proposed New Basic Textbook for Use in High Schools in the Area of History/Social Science
- 3. Proposed Revisions to Board Policy Related to Business and Noninstructional Operations
- 4. Revisions to Board Policy 9323-Meeting Conduct
- 5. Resolution to Support School Employees and Senate Bill 596 (Portantino)
- 6. Acknowledgements of Service

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

MINUTES: April 18, 2023 – Regular Board Meeting

#### **ACTION REPORTS**

1. Approval of Resolution No. 24 - Holocaust Remembrance Day 2023

It was moved by Ms. Gunnell and seconded by Ms. Freemon to approve Action Report No. 1, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

2. Resolution No. 25 – Remembering the Armenian Genocide and Reaffirming a Better World

It was moved by Mr. Sahakian and seconded by Ms. Freemon to approve Action Report No. 2, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian.

3. Resolution No. 26 – In Support of Inclusion of an Armenian Checkbox on the 2030 Census

It was moved by Ms. Cross 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. Board of Education Meeting Schedule for 2023-2024

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.

5. Adoption of District Proposal to Glendale Teachers Association

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

6. Approval of Certificated Salary Schedules

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

7. Approval of Classified Salary Schedules

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

# **ACTION REPORTS (Continued)**

8. Approval of GSMA Salary Schedules

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

9. Approval for Adoption of Curriculum for Middle and High School Emerging ELD Courses

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

10. Approval of Revised Services Agreement between Glendale Unified School District and USC College Advising Corps

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

11. Approval of Computer Purchases for a Virtual Reality Lab for the Online College and Career Academy

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

12. Approval of Services Agreement between Glendale Unified School District and The Southern California Learning Corporation, dba Sylvan Learning Center for Thomas Edison Elementary School

It was moved by Ms. Gunnell 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. Approval of Service Agreement with RemX

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

14. Approval of Subscription for ParentSquare Smart Sites with Aequitas

It was moved by Ms. Freemon and seconded by Ms. Cross to approve Action Report No. 14, as recommended. Motion approved by the following vote: AYES—Cross, Freemon, Gunnell, Sahakian, and Nahabedian

#### MINUTES: April 18, 2023 - Regular Board Meeting

#### **CONSENT CALENDAR**

- 1. Minutes
  - a. Regular Meeting No. 17, April 4, 2023
- 2. Certificated Personnel Report No. 13
- 3. Classified Personnel Report No. 13
- 4. Warrants totaling \$27,685,185.09 for March 1, 2023 through April 12, 2023
- 5. Purchase Orders totaling \$1,619,605.25 for the period of March 20, 2023 through April 7, 2023
- 6. Appropriation Transfer and Budget Revision Report
- 7. Approval of Revisions to Board Policy 9150 Student Board Member
- 8. Authorization to Dispose of Surplus Property
- 9. Renewal of Agreement with CONEXIS/WageWorks/Health Equity to Provide Full-Service Administration of Retiree Payment Function and COBRA Enrollees and Collection Process
- 10. Approval of Notice of Completion for Bid No. 222-21/22 with AMB Group Inc. for the HVAC Improvement Project at Clark Magnet High School P.E. Locker Room
- 11. Approval of Notice of Completion for Bid No. 231-21/22 with AMB Group Inc. for the HVAC Improvement Project Rosemont Middle School (MPR)
- 12. Approval of Notice of Completion for Bid No. 232-21/22 with A&B Construction Co. for the HVAC Improvement Project Wilson Middle School (MPR)
- 13. Approval of Notice of Completion with Iceberg Heating & Air Conditioning for Filter Replacement and HVAC Unit Servicing at All District Sites
- 14. Approval of Correction to Award Bid No. 239-22/23 to Chalmers Construction Services, Inc. for the Outdoor Learning Area Project at Lincoln Elementary School
- 15. Approval of Services Agreement with Bayha Group
- 16. Approval for the Purchase of Elementary Arts Curriculum for 2023-2024 Pilot at Five GUSD Schools
- 17. Approval for the Purchase of Apex Learning Licenses for 2023-2024
- 18. Acceptance of Grant Funds from the French-American Cultural Exchange (FACE) Foundation for Franklin Magnet School

#### CONSENT CALENDAR (Continued)

- 19. Acceptance of DonorsChoose Awards for Balboa Elementary School, Cerritos Elementary School, and Hoover High School
- 20. Agreement with Grand Canyon University
- 21. Acceptance of Gifts

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

#### REPORTS FROM THE BOARD

Ms. Gunnell said as we recognize Holocaust Remembrance Day, it saddens her that there was a swastika in the board room today. She appreciated the quick action to remove the sign. She appreciated the love that was expressed by many members of the community tonight towards other marginalized community members. A few years ago, LAUSD also recognized Armenian Genocide Remembrance Day on April 24. She enjoyed the Adelante Latinos Awards Ceremony. It was very exciting seeing the smiles of our seniors. She also attended the College View and Glendale High Open Houses. It was great to meet teachers and parents.

Ms. Freemon read a passage from the Armenian Genocide resolution... "Therefore, be it resolved, that in the spirit of remembrance, the GUSD reaffirms its commitment to the teaching of tolerance, understanding, the peaceful resolution of problems and the strength of diversity in our schools and in our community so that these qualities may help instill in today's young generation the optimism and hope for a better world and strengthen our great nation." We do have a responsibility to ensure that our schools are safe and are welcoming places for every student. We have the opportunity to model how we can build a society built on mutual respect and acceptance. We will prepare our students for their future and excel together with endless pathways for success. We will continue to do that work and value one another.

Mr. Sahakian said as board members we have the benefit of visiting many schools. When you see all the learning that is occurring, the athletic successes, and artistic expressions, that is what fuels our mission as Board members. We are here to serve all of our students. One of the greatest benefits of public schools is that our schools are a reflection of the world and the world is a very diverse place. Our schools prepare our students for the real world when they graduate. Our mission is to serve all students and to make it a safe and inclusive place.

Ms. Cross reiterated that the greatness of our students from all backgrounds will always be the shining light of this district. In May, the level of busy goes to totally busy. It's that time of year when we go to open houses. She went to Roosevelt Open House; it was a fun experience. She reminded parents that summer is coming. All of our secondary students can get credit recovery during the summer. The Armenian American Heritage Month Festival is this Saturday at Hoover High. The

#### REPORTS FROM THE BOARD (Continued)

Armenian Genocide Remembrance Day is April 24 and our schools are closed. She acknowledged Dr. Ekchian for being selected as Women of the Year by the Los Angeles County Commission of Women. She has witnessed first-hand her tireless efforts and direct focus on advancing our students. She presented her with a gift, on behalf of the Board, which represents strength and femininity to honor her accomplishments.

Ms. Nahabedian congratulated Dr. Ekchian for being honored by the Los Angeles County Commission of Women. Dr. Ekchian was invited to speak at a Dean's Superintendents Advisory Group of USC event and the Coro Women in Leadership luncheon. It's important to be able to distinguish between myths and facts about what happens at Glendale Unified, what is taught, and how students are treated. Miscommunication and misunderstanding, taking things out of context, creates more misunderstanding. We are the adults in the room and we must do a good job in listening and understanding. Adelante Latinos 2023 was a beautiful evening of Latinx students being awarded scholarships. She congratulated Christine Benitez who was honored with the ALAS awards. She worked very hard on their behalf. Lastly, she was invited by Reverend Kyle Sears, pastor of La Cañada Congregational Church, to speak on Ethnic Studies.

Miss Khechumyan said since her time as a student and as the student board member is coming to an end, she expressed her gratitude. GUSD has supported her since kindergarten. Not a lot of students can say that at other districts. The support that this district gives to our students is incredible. We need to remember what an incredible school district this is even through difficult times.

#### REPORT FROM THE SUPERINTENDENT

Dr. Ekchian said it breaks her heart when she sees the audience that she saw earlier today. The intent that we have as a community is to bring our kids into an environment where they can learn, without hesitation, without pressure, without the fear of not being accepted for who they are. Many of us in different settings have felt not accepted. As adults, we have an obligation to find ways to work with each other so that the burden is not on our students to feel there is separation or division amongst our community on various topics. She feels there are a number of misunderstandings and there are individuals who take advantage of pieces of information. They post it widely into the larger world that creates misunderstandings that harm our children. There are so many misunderstandings or miscommunication put out there that divide this community that we have to fight. We have to come together and find a way to speak the truth and clarify policies that are misunderstood. If the district's leadership decisions are in questions, parents should go to their principals or to the district. Her request for the community and for everyone who participates in this dialogue is let's try hard to understand each other for the sake of our students so that we can advocate for their rights. They are minors. As adults we have an obligation to create a better world.

MINUTES: April 18, 2023 - Regular Board Meeting

# <u>ADJOURNMENT</u>

There being no further business, President Nahabedian adjourned the meeting at 9:15 p.m.

Nayiri Nahabedian President, Board of Education

Shant Sahakian Clerk, Board of Education

Board of Education Minutes - Regular Meeting, April 18, 2023 Recorded by: Ms. Phyllis F. Ishisaka, Executive Assistant to the Superintendent Approved by the Board of Education:

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 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. 14

It is recommended that the following report be approved as presented:

Position Effective Dates
And Salary Rate

#### Change of Maternity Leave of Absence

1. Goulas, Evangeline Teacher, Special Education 11/14/22 through 5/18/23

Rosemont Middle School

Parental Leave of Absence

1. Goulas, Evangeline Teacher, Special Education 5/19/23 through 6/08/23

Rosemont Middle School

Extension of Health Leave of Absence

1. Barnett, Kathy Teacher, Regular 1/25/23 through 6/09/23

Transitional Kindergarten Valley View Elementary

2. Park, Jenny Teacher, Regular 1/16/23 through 5/07/23

5<sup>th</sup> Grade – FLAG Korean Monte Vista Elementary

Extension of Family & Medical Leave of Absence

1. Barnett, Kathy Teacher, Regular 1/25/23 through 4/25/23

Transitional Kindergarten Valley View Elementary

1 age 2		<u>Position</u>	Effective Dates And Salary Rate
	Extension of Family & Medical Leave of Absence (Cont.)		
2.	Park, Jenny	Teacher, Regular 5 <sup>th</sup> Grade – FLAG Korean Monte Vista Elementary	1/16/23 through 4/14/23
<u>Additi</u>	onal Assignment		
1.	D Amato, Rose	Counselor, as needed, to provide academic counseling during summer school at Theodore Roosevelt Middle School	6/12/23 through 6/30/23 At daily rate of pay Not to Exceed two days total Title I: 01.0 30100.0 00000 31100 1232 0500000
2.	Dreyfus, Martha	Teacher Specialist, as needed, to assist with end of the year duties at La Crescenta Elementary School	6/09/23 through 6/30/23 District Initiated Special Projects rate of pay of \$40.95 p/hr (for planning) Not to exceed \$2,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 3200000
3.	Fitzgibbons, Jodi	Verdugo Academy Home Hospital Teacher, as needed.	4/03/23 through 6/08/23 Regular Hourly Rate of Pay, Not to Exceed 6 hours per week, per home hospital student 01.0 00000.0 19029 10000 1130 0005682

_		<u>Position</u>	Effective Dates And Salary Rate
	Additional Assignment (Cont.)		
4.	Fox, Danielle	Teacher Specialist, as needed, to plan Enrichment GATE Activities at Equity, Access and Family Engagement	3/23/23 through 5/24/23 District Initiated Special Projects rate of pay of \$40.95 per hour (for planning) Not to exceed 20 hours total Supplemental - Admin 01.0 01000.0 11100 10000 1130 0000673
5.	Gonzalez, Mayra	Counselor, as needed, to develop and gather curriculum resources for Ethnic Studies course. Teaching & Learning.	3/01/23 through 6/30/23 \$40.95 per hour Not to exceed 40 Hours per teacher 01.0 62660.0 11100 10000 1130 0000618
6.	McPhillips, Cheryl	Home Hospital Teacher, as needed. Verdugo Academy	4/03/23 through 6/08/23 Hourly Rate of Pay 6 hours per week 01.0 00000.0 19029 10000 1130 0005682
Election	on to Management Positio	<u>n</u>	
1.	Spurley, Jeremy	TO: Principal, High School	Effective 7/01/23

# Notice of Non-Reelection

1. Pursuant to California Education Code 44929.21, the following probationary employees will not be reelected for the 2023-24 school year.

225 days

Hoover High School

	Teacher, Probationary	Final day of employment
2023 ce – 265	Glendale High School	6/08/23

Page <sup>2</sup>	<del>!</del>	<u>Position</u>	Effective Dates And Salary Rate				
Electi	Election Hourly/Daily						
1.	Khachatryan, Nushik Mardirosian-Indjeyan, Violet	Teachers, as needed, to attend Advanced Placement Summer Institute classes. Clark Magnet High School	6/01/23 through 6/30/23 Substitute daily rate of pay Not to exceed 5 days each total Title I 01.0 30100.0 11100 10000 1130 09000000				
2.		Extra-Curricular Assignment Rosemont Middle School	Spring 22-23				
	Esmaili, Liana Neumeier, Kevin	Girls Basketball Boys Soccer					
3.	Avagian, Narine Bedikian, Gina Bendgen, Krista Bennett, Thomas Matossian, Vivian Meyer, Monica Sahakian, Azniv Sosikian, Houry Taylor, Traci	Teacher, as needed, to provide summer intersession/ enrichment/ instruction to students who need additional support in ELA, Math, Armenian Language Arts, Science and Social Studies for the 22-23 school year at Jefferson Elementary School	6/09/23 through 6/23/23 At hourly Rate of pay 4 hours daily for 10 days per teacher Not to exceed \$39,000 total Title I 01.0 30100.0 11100 10000 1130 3000000				
4.	Lopez, Erika Morphy, Jinyoung Peregon, Masae	Substitute Teachers, as needed, for the 22-23 school year.	4/01/23 through 7/15/23 Substitute rate of pay 01.0 00000.0 19004 10000 1160 0004615				
5.	Akopyan, Armine	Teacher, Regular Student Body Advisor Wilson Middle School	Second Semester 22-23				

	Position	Effective Dates And Salary Rate
Election Hourly/Daily (Cont.)		
	Extra-Curricular Assignment Hoover High School	Winter 22-23
Ardiano, Luis Fernando	Boys Soccer (JV/Assistant)	
Bruich, Kyle	Director, Human Resources, as needed to work additional days from non-work days.	8/01/22 through 6/30/23 Daily rate of pay Not to exceed 14 days 01.0 00000.0 00000 72002 1334 0001615
Cassley, Lori	Teacher, Regular Math Field Day Dunsmore Elementary	Second Semester 22-23
Chui, Derek	Teacher, Regular Student Council Advisor Math Field Day Valley View Elementary	Second Semester 22-23
Chui, Peggy	Teacher, Regular Student Council Advisor Math Field Day Valley View Elementary	Second Semester 22-23
De Bruijn, Rens	Teacher, Regular Science Department Chair Wilson Middle School	Second Semester 22-23
Galfayan, Gagik	Teacher, Regular Academic Coaching – Academic Decathlon Wilson Middle School	Second Semester 22-23
Gifford, Robert	Teacher, Regular 6 <sup>th</sup> Grade Camp Valley View Elementary	Second Semester 22-23
	(Cont.)  Ardiano, Luis Fernando Bruich, Kyle  Cassley, Lori  Chui, Derek  Chui, Peggy  De Bruijn, Rens  Galfayan, Gagik	Election Hourly/Daily (Cont.)  Extra-Curricular Assignment Hoover High School  Ardiano, Luis Fernando Boys Soccer (JV/Assistant)  Bruich, Kyle Director, Human Resources, as needed to work additional days from non-work days.  Cassley, Lori Teacher, Regular Math Field Day Dunsmore Elementary  Chui, Derek Teacher, Regular Student Council Advisor Math Field Day Valley View Elementary  Chui, Peggy Teacher, Regular Student Council Advisor Math Field Day Valley View Elementary  De Bruijn, Rens Teacher, Regular Science Department Chair Wilson Middle School  Galfayan, Gagik Teacher, Regular Academic Coaching — Academic Decathlon Wilson Middle School  Gifford, Robert Teacher, Regular 6th Grade Camp

age o		Position	Effective Dates And Salary Rate
	Election Hourly/Daily (Cont.)		
14.	Hambarsumian, Melineh	Teacher Specialist, as needed, to prepare for the 2023-24 school opening. R.D. White Elementary	8/01/23 through 8/16/23 Daily Rate of Pay Not to Exceed 5 days total Title I 01.0 30100.0 11100 10000 1130 4300000
15.	Hardash-Pitt, Kimberly	Teacher, Regular Student Council Advisor Mountain Avenue Elementary	Second Semester 22-23
16.	Hickman, Beverly	Teacher, Regular Math Field Day Team Class Mountain Avenue Elementary	Second Semester 22-23
17.	Lescher, Whitney	Teacher, Regular Tech Advisor Mountain Avenue Elementary	Second Semester 22-23
18.	Orchid, Angela	Visual Impairment Specialist, as needed, for Visual Impairment Program Foothill SELPA	4/17/23 through 6/07/23 Hourly rate of pay Not to exceed 5 hours SELPA Visual Impairment Program 01.0 65001.0 57504 11300 1130 0000668
19.	Peterson, Anthony	Teacher, Regular Social Studies Department Chair Hoover High School	Second Semester 22-23

age /		Position	Effective Dates And Salary Rate
	Election Hourly/Daily (Cont.)		
20.	Sarkes Melkoian, Miganoush	Teacher Specialist, as needed to provide summer intersession/enrichment/instruction to students who need additional support in ELA, Math, Armenian Language Arts, Science and Social Studies for the 22-23 school year at Jefferson Elementary	\$4,450.00 total ELO
21.	Satamian, Taline	Teacher, as needed, to provide planning and program support for the FLAG French Program at Franklin Elementary School.	4/01/23 through 4/30/23 \$31.00 per hour Not to exceed 3 hours total FLAG Support Program 01.0 00000.0 00000 21004 1130 0008682
22.	Shiomi, Audrey	Teacher, Regular Tech Advisor Dunsmore Elementary	Second Semester 22-23
23.	Sutphin, Valerie	Teacher, Regular VAPA Department Chair Wilson Middle School	Second Semester 22-23
24.	Tashkesen, Arthur	Teacher Specialist, as needed, to work during summer school on end of year reports at Roosevelt Middle School	6/12/23 through 6/30/23 At daily rate of pay Not to exceed two days total Title I: 01.0 30100.0 11100 10000 1130 0500000
25.	Veliz, Sarah	Counselor Head Counselor Wilson Middle School	Second Semester 22-23

Page 8	3	Position	Effective Dates And Salary Rate
	Election Hourly/Daily (Cont.)		
26.	Yahiayan, Natalie	Teacher specialist, as needed, to assist with opening and closing o the 2023-2024 school year at Joh Marshall Elementary School	•
<u>Additi</u>	onal Compensation		
1.	Estep, Amy Luna, Javier Manin, Jerome Ponziano, Domenico	Stipend to be paid for shared Teacher Prep Requirement. Human Resources	8/17/22 through 4/28/23 Rate of \$2,200 per person 01.0 00000.0 00000 72002 1130 0001615
2.	Cheney, Michele	Teacher, Temp Contract Doctoral Stipend Crescenta Valley High School	Effective 8/16/21
Transp	portation Authorization		
1.	Language, Speech, Hearing Specialists	Mileage Reimbursement Special Education	7/01/22 through 6/30/23 65.50 cents per mile Mileage Reimbursement Special Education - Support Services 01.0 65000.0 50011 21000 5210 0000600
2.	Fitzgibbons, Jodi	Verdugo Academy -Home Hospital Teacher, as needed	4/03/23 through 6/08/23 65.5 cents per mile 01.0 00000.0 19029 10000 5210 0005682
3.	McPhillips, Cheryl	Verdugo Academy -Home Hospital Teacher, as needed	4/03/23 through 6/08/23 65.5 cents per mile 01.0 00000.0 19029 10000 5210 0005682

#### Position

#### Effective Dates And Salary Rate

#### Revision to Previous Personnel Report

1. Revision to Board Report No. 6, November 15, 2022

Page 11, Item 24

McDonnell, Suzanne Matossian, Vivian Meyer, Monica West, Regina Teachers as needed to attend after school meetings to complete PBIS planning and preparation for 2022-2023 school year.

Jefferson Elementary

8/17/22 through 6/09/23 \$31.00 per hour Not to exceed 12 hours each 01.0 00000.0 00000 21010

1130 0000618

Add the following name: Avetisyan, Mariam

2. Revision to Board Report No. 1, July 12, 2022

Page 30, Item 16

Sueur, Mary Cassell, Rebecca

Chia, Janet

de la Paz, Caroline

Catherine
Derusha, Lisa
Dolgin, Elaine
Lapostol, Diane
Meza, Cynthia
Naka, Kimberli
Sarkisyan, Mery
Savage, Suzanne

Shabun, Daniella Siyaboryorn, Sandra

Sepulveda Tarverdians,

Christina

Tashkesen, Arthur Williams, Teresa

Zuniga, Desirae

Teachers, as needed, to work with small groups of students during after school intervention, supporting ELA and Math, and supporting our EL students at La Crescenta Elementary 8/17/22 through 6/07/23 Categorical Project Instructional rate of pay \$34.00 per hour Not to exceed \$8,000.00 total Supplemental 01.0 01000.0 11100 10000 1130 3200000

Change pay limit to read:

Not to exceed \$4,760.00 total

Position

Effective Dates And Salary Rate

#### Revision to Previous Personnel Report (Cont.)

3. Revision to Board Report No. 4, September 20, 2022

Page 36, Item 36

Brownstein, Gina Teacher, Regular

**TUPE** 

Hoover High 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 66904.0 11100 10000

1110 0000682

Change account number to read:

01.0 66950.2 00000 21000 1110

0000682

4. Revision to Board Report No. 9, February 7, 2023

Page 11, Item 16

Brownstein, Gina Teacher, Regular

TUPE

Hoover 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 66904.0 11100 10000

1110 0000682

Change account number to read: 01.0 66950.2 00000 21000 1110

0000682

#### Position

# Effective Dates And Salary Rate

#### Revision to Previous Personnel Report (Cont.)

5. Revision to Board Report No. 9, February 7, 2023

Page 4, Item 2
Arjoyan, Anita
Hakobyan, Nare
Hambarsumian,
Melineh
Shahverdian, Estine
Yahiayan, Natalie
Yegiyants, Anna

Teacher Specialists, as needed, to proctor and score the bilingual competency exam at Eleanor J. Toll Middle School 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

Change effective dates to read:

1/27/2023 - 4/30/2023

#### Personal Services Agreement

1. Baker, Daniel C.

Consultant to provide Percussion program direction for the Hoover Winter Line's post-2023 season and audition preparation for the Hoover HS percussion section for the 2023 Hoover Tornado's Marching Band Competitive season. 4/07/23 through 6/01/23 NTE \$4000 Total. 01.0 95100.0 11100 10000 5811 0300000

2. Danielson, Elizabeth

Consultant, as needed, to provide professional development to consulting teachers Mentoring Matters: A Practical Guide to Learning Focused Relationships Teaching & Learning

2/15/23 through 6/30/23 Not to exceed \$7,500 01.0 07405.0 11100 10000 5811 0000618

Position

Effective Dates
And Salary Rate

#### 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 reimburse Ani Ebrahimian, staff member of First Steps Private School, for completion of courses at UCLA Extension as part of the professional development with Title II program, Equitable Services for the private schools, in the amount not to exceed \$424.00.

Title II – Supporting Effective Instruction 01.0 40352.0 11100 10000 5815 0000673

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

#### CLASSIFIED PERSONNEL REPORT NO. 14

#### 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. 14

It is recommended that the following report be approved as presented:

Effective Dates,
Months/Hours, and
Location Salary Rating

#### Medical Leave of Absence

1. Clerk III

Vallejos, Lourdes Toll 03/30/23 through 06/02/23

2. Education Assistant Intensive Support

Khachatryan, Ruzanna Special Education 03/24/23 through 04/15/23

Ramirez, Alma Special Education 04/19/23 through 05/21/23

3. Speech, Language, Pathology Assistant

Martin, Barbara Special Education 05/08/23 through 06/08/23

#### Extension of Medical Leave of Absence

1. Behavior Intervention Assistant

Giacoletti, Wendy Special Education 03/29/23 through 05/03/23

2. Education Assistant II

Mozo, Barbara Monte Vista 04/04/23 through 05/15/23

Bagramyan, Anahit Columbus 12/06/22 through 05/30/23

Effective Dates, Months/Hours, and Salary Rating

<u>Location</u>
Family & Medical Leave of Absence

1. Clerk III

Vallejos, Lourdes Toll 03/30/23 through 06/02/23

Election from Eligibility List

1. Administrative Secretary

Argueta, Catherine Edison 04/17/23; 10.5/8; 21-1

01.0 00000.0 00000 27004 2410 2500000

2. <u>Psychological Services Provider</u>

Bardakjian, Shant Student Wellness 05/01/23; 10/8; M64-5

 $01.0\ 32140.0\ 00000\ 21000\ 2910\ 0000617$ 

Tau, Kristina Special Education 04/18/23; 10/8; M64-3

01.0 65460.0 50011 21000 2910 0000600

Reclassification

1. Typist Clerk III

Megerdichian, Nelly EAFE 04/25/23; 12/8; 16-9

From Typist Clerk II, 01.0 00000.0 00000 21005 2410 0003673 12-9 01.0 30100.0 00000 21000 2410 0000673

01.0 40352.0 00000 21000 2410 0000673

Termination – Abandonment

2023-cl-82637 Effective 03/28/23

Medical Separation

2023-cl-82871 Effective 04/21/23

Effective Dates. Months/Hours, and Salary Rating

Location

Additional Assignment Temporary - At Established Rate of Pay

1. Elementary Yard Duty Leader

Keshishi, Lidush Jefferson 08/17/22 through 06/09/23

Not to exceed 12 hours

01.0 00000.0 00000 21010 1130 0000618

2. Health Assistant LVN/RN

Ferriol, Ednalyn Jefferson 06/09/23 through 06/23/23

> Not to exceed 4 hours a day Not to exceed 10 days total Not to exceed \$2,500.00 total

ELO

01.0 74250.0 00000 27004 2430 3000000

Roosevelt 06/12/23 through 06/30/23 Karapetyan, Haykanush

Not to exceed 94 hours total

Supplemental

 $01.0\ 01000.0\ 00000\ 27000\ 2430\ 0500000$ 

Karapetyan, Roosevelt 06/09/23 through 06/30/23

Haykanush Not to exceed \$478.00 total

Peak Load Funds

 $01.0\ 00000.0\ 00000\ 31101\ 2430\ 0004682$ 

3. Library Technician

Tsaturyan, Kristine Clark 05/01/23 through 06/30/23

Not to exceed \$1,000.00 total

01.0 30100.0 11100 10000 2930 0900000

Effective Dates,
Months/Hours, and
Location
Salary Rating

Additional Assignment Temporary - At Established Rate of Pay - Continued

4. Yard Duty Assistant

Buss, Becky La Crescenta 06/08/23 through 06/30/23 Gonzalez, Nathalie Not to exceed \$1,200.00 total

Shamiryan, Arineh Supplemental

Tarkhanians, Nelly 01.0 01000.0 11100 10000 2930 3200000

Teymouri, Johanna

Khachatryan, Tatevik Muir 04/19/23 through 06/07/23

Not to exceed 6.5 hours a day

01.0 00000.0 19021 10000 2930 3000000=50% 01.0 32130.0 19021 10000 2930 0001615=50%

Galstyan, Anahit R.D. White 04/19/23 through 06/07/23

Not to exceed 6 hours per day 01.0 74250.0 11401 10000 2930 4300000

Effective Dates, Months/Hours, and Salary Rating

# Change of Assignment

# 1. Change of Location

a. <u>Custodian I</u>	T. (	0.4/10/00
Alonzo, Marcos	Edison From FASO	04/10/23 01.0 00000.0 00000 81006 2211 2500000
Bautista, Jose	Glendale	04/10/23
	From FASO	01.0 00000.0 00000 81006 2211 0200000
Fregoso, Manuela	R.D. White	04/10/23
	From FASO	01.0 00000.0 00000 81006 2211 4300000
Holghin, Rhonda	Columbus	04/12/23
<i>S</i> ,	From Glenoaks	01.0 00000.0 00000 81006 2211 2300000
Jose, Michael	Muir	04/10/23
vose, mienaei	From FASO	01.0 00000.0 00000 81006 2211 4000000
Ledesma, Hugo	Toll	04/10/23
20000000, 110080	From FASO	01.0 00000.0 00000 81006 2211 0700000
Orozco, Michael	Marshall	04/10/23
,	From FASO	01.0 00000.0 00000 81006 2211 3600000
Tobar, Jose	Columbus	04/10/23
,	From FASO	01.0 00000.0 00000 81006 2211 2300000
Valencia, Nora	PAEC	04/10/23
. dieliela, 1,01a	From FASO	01.0 00000.0 00000 81006 2211 0000256

Location

Effective Dates, Months/Hours, and Salary Rating

<u>Location</u>
Change of Assignment - Continued

# 2. Provisional Assignment

a. Cafeteria Worker II

Dominguez, Martha Glenoaks 04/12/23 through 04/28/23

From Cafeteria 6.5 hours a day

Worker I, 1-1 4-7

13.0 53100.0 00000 37000 2212 0200000

Medina, Lisa Columbus 04/03/23 through 04/28/23

From Cafeteria 6.5 hours a day

Worker I, 1-7 4-7

13.0 53100.0 00000 37000 2212 0200000

13.0 53100.0 00000 37000 2212 0200000

Mirzakhany, Frida Monte Vista 04/03/23 through 04/06/23

From Cafeteria 6.5 hours a day

Worker I, 1-8 4-8

Zadourian, Hermik Valley View 04/05/23 through 04/28/23

From Cafeteria 6.5 hours a day

Worker I, 1-2 4-7

13.0 53100.0 00000 37000 2212 0200000

b. Cook/Baker

Kim, Maria Crescenta Valley 04/03/23 through 04/21/23

From Cafeteria 6.5 hours a day

Worker I, 1-1 9-4

13.0 53100.0 00000 37000 2212 0100000

c. Typist Clerk III

Ghadari, Anashe Toll 04/18/23 through 06/08/23

From EA II 8 hours a day

6-2

01.0 05000.0 57608 11200 2110 0000600

> Effective Dates, Months/Hours, and Salary Rating

#### Location

#### Revisions to Previous Board Reports

1. Revisions to Board Report #13, April 18, 2023

Page 13

Student Assistant I

Amanda An IIAA

12/30/22 through 06/30/23

\$15.50 per hour

Expand Learning Opp

01.0 74250.0 19012 10000 2180 0000690

Not to exceed hours as follows:

School in Session

Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17

8 hours per day

Ages 14 and 15

8 hours per day

Change to read:

\$17.00 per hour

Not to exceed hours as follows:

School in session

Age 18

4 hours per day on any school day

School not in session

Age 18

> Effective Dates, Months/Hours, and Salary Rating

# Location

<u>Revisions to Previous Board Reports</u> - Continued

2. Revisions to Board Report #13, April 18, 2023

Page 11

Student Assistant I

Troy Taehyun Cho IIAA

06/01/23 through 06/30/23

\$15.50 per hour

Expand Learning Opp

01.0 74250.0 19012 10000 2180 0000690

Not to exceed hours as follows:

School in Session

Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17

8 hours per day

Ages 14 and 15

8 hours per day

Change to read:

\$17.00 per hour

Not to exceed hours as follows:

School in session

Age 18

4 hours per day on any school day

School not in session

Age 18

Effective Dates, Months/Hours, and Salary Rating

#### Location

#### Revisions to Previous Board Reports - Continued

#### 3. Revisions to Board Report #13, April 18, 2023

Page 11

Student Assistant I

Ethan Jacob Barrios IIAA 05/04/23 through 06/30/23

\$15.50 per hour

**Expand Learning Opp** 

01.0 74250.0 19012 10000 2180 0000690 Not to exceed hours as follows:

School in Session Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17 8 hours per day Ages 14 and 15 8 hours per day

Change to read:

\$17.00 per hour

Not to exceed hours as follows:

School in session

Age 18

4 hours per day on any school day

School not in session

Age 18

> Effective Dates, Months/Hours, and Salary Rating

# <u>Location</u> Revisions to Previous Board Reports - Continued

4. Revisions to Board Report #13, April 18, 2023

Page 12

Student Assistant I

Melissa Rae Dayag IIAA

12/08/22 through 06/30/23

\$15.50 per hour

**Expand Learning Opp** 

01.0 74250.0 19012 10000 2180 0000690

Not to exceed hours as follows:

School in Session

Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17

8 hours per day

Ages 14 and 15

8 hours per day

Change to read:

\$17.00 per hour

Not to exceed hours as follows:

School in session

Age 18

4 hours per day on any school day

School not in session

Age 18

> Effective Dates, Months/Hours, and Salary Rating

# <u>Location</u>

Revisions to Previous Board Reports - Continued

5. Revisions to Board Report #13, April 18, 2023

Page 13

Student Assistant I

Elisha Young Lee IIAA

12/18/22 through 06/30/23

\$15.50 per hour

**Expand Learning Opp** 

01.0 74250.0 19012 10000 2180 0000690

Not to exceed hours as follows:

School in Session

Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17

8 hours per day

Ages 14 and 15

8 hours per day

Change to read:

\$17.00 per hour

Not to exceed hours as follows:

School in session

Age 18

4 hours per day on any school day

School not in session

Age 18

> Effective Dates, Months/Hours, and Salary Rating

# <u>Location</u> Revisions to Previous Board Reports - Continued

6. Revisions to Board Report #13, April 18, 2023

Page 12

Student Assistant I

Jose Galicto Pascual IIAA

02/02/23 through 06/30/23

\$15.50 per hour

Expand Learning Opp

01.0 74250.0 19012 10000 2180 0000690

Not to exceed hours as follows:

School in Session

Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17

8 hours per day

Ages 14 and 15

8 hours per day

Change to read:

\$17.00 per hour

Not to exceed hours as follows:

School in session

Age 18

4 hours per day on any school day

School not in session

Age 18

> Effective Dates, Months/Hours, and Salary Rating

# <u>Location</u> Revisions to Previous Board Reports - Continued

7. Revisions to Board Report #6, November 15, 2023

Page 24

Student Assistant I

Various Names IIAA

07/01/22 through 06/30/23

\$15.00 per hour (2022)

\$15.50 per hour (2023)

**ELO** 

01.0 74250.0 19012 10000 2180 0000690 Not to exceed hours as follows:

School in Session Ages 16 and 17

4 hours per day on any school day

Ages 14 and 15

3 hours per school day outside school hrs

School not in Session

Ages 16 and 17 8 hours per day Ages 14 and 15 8 hours per day

Add name to read:

Avetisyan, Diana

> Effective Dates, Months/Hours, and Salary Rating

#### Location

#### Revisions to Previous Board Reports - Continued

8. Revisions to Board Report #12, April 4, 2023

Page 7, Item 9

Additional Assignment Temporary - At Established Rate of Pay

Health Assistant LVN/RN

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

<u>Change limitation to read:</u> Not to exceed \$4,800.00 total

> Effective Dates, Months/Hours, and Salary Rating

## Location

#### Revision to Previous Board Reports

#### 9. Revision to Board Report #2, August 9, 2023

#### Page 26, Item 1

#### Personal Services Agreement

Arunachalam, Alamelu Consultant,

as needed assistance to the

Academy of Science and Medicine at Crescenta Valley High School 07/01/22 through 06/30/23 Not to exceed \$11,500.00 total 01.0 72201.0 38000 10000 5811 0100000

## Change limitations to read:

Not to exceed \$13,500.00 total

#### 10. Revision to Board Report #2, August 9, 2022

#### Page 27, Item 3

#### Personal Services Agreement

Pang, Lisa

Consultant, as needed assistance to the Academy of

Science and Medicine at Crescenta Valley High School 07/01/22 through 06/30/23 Not to exceed \$8,500.00 total 01.0 72201.0 38000 10000 5811 0100000

Change limitation to read:

Not to exceed \$9,500.00 total

Effective Dates,
Months/Hours, and
Location Salary Rating

Election of Classified Hourly Substitutes (Cafeteria Worker I) through 06/30/23

Avanisian, Talin 04/20/23 through 06/30/23

Saad, Mina 13.0 53100.0 00000 37000 2232 0000662

#### Election of Classified/Non-Classified Hourly Substitutes through 06/30/23

Student Assistant I

Jeong, Marin Sungwon Glendale 04/01/23 through 06/08/23

\$15.50 per hour

 $13.0\ 53100.0\ 00000\ 37000\ 2280\ 0000662$ 

Abriga, Evan SELPA 05/02/23 through 06/30/23

Franklin, Ryan \$15.50 per hour

Hartouniyans, Alexandre

Not to exceed 200 hours

SELPA Workability 1

01.0 65200.0 57600 11133 2180 0000668

Sarkees, Sarkees SELPA 05/02/23 through 06/30/23

\$15.50 per hour

Not to exceed 200 hours SELPA Workability 1

01.0 65200.0 57600 11133 +2180 0000668

> Effective Dates, Months/Hours, and Salary Rating

Election of Classified/Non-Classified Hourly Substitutes through 06/30/23 - Continued

Location

Student Assistant I

Diana Avetisyan IIAA 12/09/22 through 06/30/23

\$17.00 per hour

ELO

 $01.0\ 74250.0\ 19012\ 10000\ 2180\ 0000690$ 

Not to Exceed as follows:

School in session:

Age 18

4 hours per day on any school day

School not in session:

8 hours per day

Gohar Navasardyan IIAA 01/12/23 through 06/30/23

\$17.00 per hour

**ELO** 

01.0 74250.0 19012 10000 2180 0000690

Not to Exceed as follows:

School in session:

Age 18

4 hours per day on any school day

School not in session: 8 hours per day

Haya Eskender IIAA 06/02/23 through 06/30/23

\$17.00 per hour

ELO

01.0 74250.0 19012 10000 2180 0000690

Not to Exceed as follows:

School in session:

Age 18

4 hours per day on any school day

School not in session:

> Effective Dates, Months/Hours, and <u>Salary Rating</u>

Election of Classified/Non-Classified Hourly Substitutes through 06/30/23 - Continued

Location

Student Assistant I

Lily Keshishyan IIAA 03/22/23 through 06/30/23

\$17.00 per hour

ELO

 $01.0\ 74250.0\ 19012\ 10000\ 2180\ 0000690$ 

Not to Exceed as follows:

School in session:

Age 18

4 hours per day on any school day

School not in session:

8 hours per day

Naomi Mei Leader IIAA 01/29/23 through 06/30/23

\$17.00 per hour

**ELO** 

01.0 74250.0 19012 10000 2180 0000690

Not to Exceed as follows:

School in session:

Age 18

4 hours per day on any school day

School not in session:

8 hours per day

Karine Sedrakyan IIAA 04/26/23 through 06/30/23

\$17.00 per hour

**ELO** 

01.0 74250.0 19012 10000 2180 0000690

Not to Exceed as follows:

School in session:

Age 18

4 hours per day on any school day

School not in session:

Effective Dates, Months/Hours, and Salary Rating

Personal Services Agreement

Vartanians, Albert Consultant 04/22/23

Location

as needed,
for a dance
performance
at Hoover
High School

Not to exceed \$3,000.00 total
Supplemental – Administration
01.0 01000.0 11100 10000 5811 0000673

#### <u>Authorization</u>

#### 1. 2023-2024 Indefinite Salaries

As a result of financial uncertainties, negotiations, legislation and other factors, the governing board hereby declares that all classified management, confidential, and other unrepresented employee salaries are declared indefinite from July 1, 2023 through June 30, 2024.

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 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 April 13, 2023 – April 25, 2023, as shown below totaling \$ 1,412,341.70 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	WA	ARRANT		
NUMBER	N	UMBER	DESCRIPTION	AMOUNT
101-C			Certificated	(645.40)
102-C	7719018	- 7719018	Certificated	353.03
102-N	7718019	- 7719031	Classified	3,963.40
103-N	7719364	- 7719364	Classified	47.10
104-N	7723195	- 7723195	Classified	368.89
107-C	7723251	- 7723251	Certificated	883.86
E4S-N	7727497	- 7727582	Classified	1,407,370.82
			TOTAL \$	1,412,341.70

**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

MAY 2, 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** 

The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$2,279,270.41 for the period of April 10, 2023 through April 21, 2023 as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM APRIL 10, 2023 THROUGH APRIL 21, 2023.

Funding Source	Number of Purchase Orders	Amount
UNRESTRICTED RESOURCES	87	344,268.93
FEDERAL RESTRICTED RESOURCES	11	40,768.58
STATE RESTRICTED RESOURCES	75	517,175.36
LOCAL RESTRICTED RESOURCES	41	209,149.05
CHILD DEVELOPMENT FUND	4	942.50
FOOD SERVICES FUND	1	6,366.30
MEASURE S PROJECTS FUND	9	1,155,269.45
CAPITAL PROJECTS & IMPROVEMENT FUND	1	5,330.24
TOTAL	229	\$2,279,270.41

**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.

# UNRESTRICTED RESOURCES

PO NUMBER	VENDOR	AMOUNT
PO1-230000003441 PO1-230000003645	JOURNEYED.COM INC ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	180.00 11,000.00
PO1-230000003646	KENNETH BOWEN AWARDS & CERTIFICATES - CLARK MAGNET HIGH SCHOOL	1,863.80
PO1-230000003648	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	17,000.00
PO1-230000003649	COALITION FOR ADEQUATE SCHOOL HOUSING CONFERENCE EXPENSES - BUSINESS SERVICES	1,399.00
PO1-230000003651	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - BALBOA ELEMENTARY SCHOOL	1,400.00
PO1-230000003655	DAVID MEYERHOF CONSULTANT TO PROVIDE HOLOCAUST SURVIVOR PRESENTATIONS, BOARD APPROVED 4/4/2023 - EDUCATIONAL SERVICES	1,950.00
PO1-230000003665 PO1-230000003666 PO1-230000003667	AMAZON CAPITAL SERVICES, INC. COPY NETWORK FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - CRESCENTA VALLEY HIGH SCHOOL	350.00 98.12 1,150.00
PO1-230000003681 PO1-230000003685	MARY SEROPIAN UNIVERSAL PROTECTION SERVICE, LP BLANKET PURCHASE ORDER FOR SECURITY GUARD SERVICES . ROOSEVELT MIDDLE SCHOOL	221.75 25,000.00
PO1-230000003688	GLENDALE BUILDER'S SUPPLIES	35.85

IDIDECEDICED	DECOLDARA	COONTON IT I A TOTON IN	
UNKESTRICTED	KESOUKCES	(CONTINUATION)	ł

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO NUMBER	VENDOR	AIVIOUNI
PO1-230000003689	AMERICAN EXPRESS CPS PLEXI PEOPLE - PHOTOGRAPHY TRAYS - WILSON MIDDLE SCHOOL	370.44
PO1-230000003690	UNIVERSAL PROTECTION SERVICE LP BLANKET PURCHASE ORDER SECURITY GUARD SERVICES - ROSEMONT MIDDLE SCHOOL	30,000.00
PO1-230000003691	AMERICAN EXPRESS CPS ACSA AND CASBO - BLANKET PURCHASE ORDER FOR EMPLOYMENT ADVERTISEMENTS - HUMAN RESOURCES	2,000.00
PO1-230000003692	MOODIE, PINCU & ASSOCIATES, INC	350.00
PO1-230000003693	MARK SCHMIDT PIANO SERVICE	350.00
PO1-230000003701	BURBANK PRINTING	400.00
PO1-230000003702	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO BLANKET PURCHASE ORDER FOR REFRESHMENTS AND SUPPLIES - CLARK MAGNET HIGH SCHOOL	1,250.00
PO1-230000003705	PALOS SPORTS INC BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	2,000.00
PO1-230000003706	KUTA SOFTWARE INSTRUCTIONAL SOFTWARE LICENSE - CRESCENTA VALLEY HIGH SCHOOL	1,079.00
PO1-230000003712	LERNAZANG CONSULTANT TO PROVIDE PERFORMANCE FOR THE ARMENIAN HERITAGE MONTH - HOOVER HIGH SCHOOL	3,000.00
PO1-230000003718 PO1-230000003721	TBP PRODUCTIONS, LLP DILIGENT CORPORATION ANNUAL SUBSCRIPTION FOR AGENDA MANAGEMENT - PUBLIC INFORMATION	270.00 15,000.00
PO1-230000003723	KERN COUNTY SUPERINTENDENT OF SCHOOL	75.00

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003730	TARGET RIVER, BE INC SERVICE AGREEMENT TO PROMOTE ENROLLMENT IN TK, KINDER & CTE - PUBLIC INFORMATION	29,632.00
PO1-230000003732	ARTS ATTACK INSTRUCTIONAL SOFTWARE LICENSE - MANN ELEMENTARY SCHOOL	2,351.00
PO1-230000003737	AMERICAN EXPRESS CPS GIGGSTER - LOCATION RENTAL FOR CAPSTONE FILMING - CLARK MAGNET HIGH SCHOOL	4,507.15
PO1-230000003740	JOSTEN'S, INC. GRADUATION MATERIALS & SUPPLIES - GLENDALE HIGH SCHOOL	1,807.13
PO1-230000003746 PO1-230000003755	AMAZON CAPITAL SERVICES, INC. FIRST STUDENT BLANKET PURCHASE ORDER FOR TRANSPORTATION SERVICES - CLARK MAGNET HIGH SCHOOL	300.00 6,500.00
PO1-230000003757	ALMANSOR COURT, INC. RENTAL DEPOSIT FOR PRINCIPALS' INSTITUTE - EDUCATIONAL SERVICES	5,000.00
PO1-230000003758	SMARTEST EDU, INC. INSTRUCTIONAL SOFTWARE LICENSE - ROSEMONT MIDDLE SCHOOL	2,300.00
PO1-230000003760	CSTA CONFERENCE EXPENSES - ROSEMONT MIDDLE SCHOOL	1,575.00
PO1-230000003762 PO1-230000003764 PO1-230000003767 PO1-230000003769	AIRGAS USA, LLC NIPPON SHOSEKI HANBAI, INC. AMAZON CAPITAL SERVICES, INC. THE SOUTHERN CA LEARNING CORP. SERVICES AGREEMENT TO PROVIDE IN-PERSON TUTORING SERVICES - R.D. WHITE ELEMENTARY SCHOOL	240.69 979.86 43.46 7,392.00

# UNRESTRICTED RESOURCES (CONTINUATION)

	UNRESTRICTED RESOURCES (CONTINUATION)	
PO NUMBER	VENDOR	AMOUNT
PO1-230000003775	MICHAEL K. MARSHALL	500.00
PO1-230000003776	PRINT ON ALL	22.05
PO1-230000003777	UNIVERSAL PROTECTION SERVICE, LP	30,000.00
	SECURITY GUARD SERVICES - TOLL MIDDLE SCHOOL	
PO1-230000003780	JOSTEN'S, INC.	776.95
PO1-230000003784	VICTOR ALLEN AMBROSINI	684.97
PO1-230000003788	AMERICAN EXPRESS CPS	59.92
	KENDALL HUNT PUBLICATION COMPANY - RESOURCE BOOKS - PUBLIC INFORMATION	
PO1-230000003790	CALIFORNIA NEWSPAPER SERVICE BUREAU INC.	250.00
PO1-230000003795	THE SOUTHERN CA LEARNING CORP.	4,480.00
	SERVICE AGREEMENT TO PROVIDE AFTER SCHOOL	
	INTERVENTION - ROSEMONT MIDDLE SCHOOL	
PO1-230000003797	HEATHER GRIGGS	9,000.00
	SERVICE AGREEMENT TO PROVIDE EXECUTIVE COACHING -	
	HUMAN RESOURCES	
PO3W-230000001752	THE HOME DEPOT PRO (SUPPLYWORKS)	1,242.01
	EMERGENCY SUPPLIES - ROSEMONT MIDDLE SCHOOL	
PO3W-230000001867	TAYMARK	311.98
PO3W-230000001869	BURBANK PRINTING	396.90
PO3W-230000001874	AMAZON CAPITAL SERVICES, INC.	143.30
PO3W-230000001875	THE HOME DEPOT PRO (SUPPLYWORKS)	485.06
PO3W-230000001876	LED SALES AND RENTALS INC	21,873.86
	LED DISPLAY PANELS AND INSTALLATION - CRESCENTA	
	VALLEY HIGH SCHOOL	
PO3W-230000001877	DEMCO INC.	70.11
PO3W-230000001878	AMAZON CAPITAL SERVICES, INC.	262.19
PO3W-230000001884	AREY JONES EDUCATIONAL SOLUTIONS	1,295.08
	COMPUTER MONITORS - FOOD SERVICES	
PO3W-230000001885	AMAZON CAPITAL SERVICES, INC.	661.50
PO3W-230000001886	CN SCHOOL AND OFFICE SOLUTIONS, INC.	38,052.89
	CLASSROOM FURNITURE - WILSON MIDDLE SCHOOL	

UNRESTRICTED RESOURCE	S (CONTINUATION)
TAITAOD	

PO NUMBER	VENDOR	AMOUNT
PO3W-230000001888	ZANER-BLOSER INSTRUCTIONAL MATERIALS & SUPPLIES - MOUNTAIN AVENUE ELEMENTARY SCHOOL	1,448.96
PO3W-230000001890	4IMPRINT, INC EVENT TENT - CRESCENTA VALLEY HIGH SCHOOL	1,016.51
PO3W-230000001891	4IMPRINT, INC	159.25
PO3W-230000001894	BURBANK PRINTING	37.49
PO3W-230000001895	BURBANK PRINTING	37.49
PO3W-230000001897	B & H PHOTO VIDEO AUDIOVISUAL EQUIPMENT - ROSEMONT MIDDLE SCHOOL	8,635.25
PO3W-230000001899	DICK BLICK ART MATERIALS INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	1,934.18
PO3W-230000001904	PRINT ON ALL	441.00
PO3W-230000001907		1,770.62
PO3W-230000001908	FONDAZIONE ITALIA INSTRUCTIONAL BOOKS FOR ITALIAN DUAL IMMERSION PROGRAM - FRANKLIN ELEMENTARY SCHOOL	6,226.73
PO3W-230000001909	WINSOR LEARNING, INC INSTRUCTIONAL MATERIALS & SUPPLIES - HOOVER HIGH SCHOOL	3,802.53
PO3W-230000001910	ACCO BRANDS USA LLC. LAMINATOR - LA CRESCENTA ELEMENTARY SCHOOL	1,121.30
PO3W-230000001911	BEAR COMMUNICATIONS INC DBA BEARCOM OFFICE SUPPLIES - TOLL MIDDLE SCHOOL	1,108.01
PO3W-230000001912	MRS. NELSON'S BOOK COMPANY INSTRUCTIONAL BOOKS - LA CRESCENTA ELEMENTARY SCHOOL	1,095.11
PO3W-230000001917	K2 TROPHIES AND AWARDS, LLC	97.91
PO3W-230000001925	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SC	896.63

UNRESTRICTED	RESOURCES (	(CONTINUATION)

PO NUMBER	VENDOR	AMOUNT
TONOMBER	VENDOR	AMOUNT
PO3W-230000001927	THE HOME DEPOT PRO (SUPPLYWORKS)	138.78
PO3W-230000001932	FROG STREET PRESS	4,881.29
	INSTRUCTIONAL BOOKS - FRANKLIN ELEMENTARY SCHOOL	
PO3W-230000001935	FROG STREET PRESS	4,881.29
	INSTRUCTIONAL BOOKS - COLUMBUS ELEMENTARY SCHOOL	
PO3W-230000001936	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SO	172.86
PO3W-230000001937	FROG STREET PRESS	4,881.29
	INSTRUCTIONAL BOOKS - DUNSMORE ELEMENTARY SCHOOL	
PO3W-230000001938	FROG STREET PRESS	4,881.29
	INSTRUCTIONAL BOOKS - MUIR ELEMENTARY SCHOOL	
PO3W-230000001939	US TICKET, INC	269.70
PO3W-230000001941	ULINE SHIPPING SUPPLY	523,18
PO3W-230000001944	ULINE SHIPPING SUPPLY	207.17
PO3W-230000001945	ULINE SHIPPING SUPPLY	337.18
PO3W-230000001947	AMAZON CAPITAL SERVICES, INC.	50.26
PO3W-230000001952	DICK BLICK ART MATERIALS	2,225.65
	INSTRUCTIONAL SUPPLIES AND MATERIALS - GLENDALE HIGH SCHOOL	
	-	نظة شد يمر جي هي الله فد جن يمي هي الله الله الله الله الله الله الله
	TOTAL	344,268.93
	FEDERAL RESTRICTED RESOURCES	
PO1-230000003662	LA COUNTY OFFICE OF EDUCATION	7,500.00
	SERVICE AGREEMENT TO PROVIDE PRELIMINARY	
	ADMINISTRATIVE SERVICES CREDENTIAL PROGRAM - HUMAN RESOURCES	
PO1-230000003682	AMAZON CAPITAL SERVICES, INC.	4,000.00
	BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES -	•
	BALBOA ELEMENTARY SCHOOL	

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003683	WALT DISNEY TRAVEL CO., INC. EDUCATIONAL WORKSHOP ADMISSION FEE - CLARK MAGNET HIGH SCHOOL	3,595.00
PO1-230000003716	ROSETTA STONE LLC INSTRUCTIONAL LICENSE AND SUBSCRIPTION - HOOVER HIGH SCHOOL	5,095.00
PO1-230000003719	IMAGINE LEARNING LLC INSTRUCTIONAL LICENSE & SUBSCRIPTION - COLUMBUS ELEMENTARY SCHOOL	6,000.00
PO1-230000003722	JOHN WICK CONFERENCE FEE REIMBURSEMENT TO PRINCIPAL AT ST. JAMES HOLY REDEEMER PRIVATE SCHOOL - EQUITY, ACCESS & FAMILY ENGAGEMENT	2,454.00
PO1-230000003733	AMERICAN EXPRESS CPS KIWANIS FAMILY STORE - INSTRUCTIONAL MATERIALS AND SUPPLIES - CERRITOS ELEMENTARY SCHOOL	47.59
PO1-230000003735 PO1-230000003739	API-BELLEVUE SCHOOL DISTRICT AMERICAN EXPRESS CPS SHELL GAS COMPANY - GIFT CARDS TO BE DISTRIBUTED TO FAMILIES OF HOMELESS STUDENTS - STUDENT WELLNESS SERVICES	750.00 527.00
PO1-230000003748 PO1-230000003796	CHRISTOPHER S MILLER MARINE AVAGYAN SERVICE AGREEMENT TO CONDUCT PROFESSIONAL DEVELOPMENT, BOARD APPROVED 4/4/2023 - EQUITY, ACCESS & FAMILY ENGAGEMENT	299.99 10,500.00
	TOTAL	40,768.58

#### STATE RESTRICTED RESOURCES

PO NUMBER	VENDOR	AMOUNT
PO1-230000003634	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SOBLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - FREMONT ELEMENTARY SCHOOL	5,000.00
PO1-230000003635 PO1-230000003638 PO1-230000003639 PO1-230000003640 PO1-230000003641 PO1-230000003642 PO1-230000003643	BURBANK UNIFIED SCHOOL DISTRICT AMAZON CAPITAL SERVICES, INC.	595.80 150.00 158.30 418.50 381.24 348.72 4,000.00
PO1-230000003644	BLANKET PURCHASE ORDER FOR OUTDOOR GAMES & STORAGE - MONTE VISTA ELEMENTARY SCHOOL  LAKESHORE LEARNING BLANKET PURCHASE ORDER FOR TK AND KINDERGARTEN P.E EQUIPMENT - FREMONT ELEMENTARY SCHOOL	3,700.00
PO1-230000003647	UNMANNED SAFETY INSTITUTE, INC. CERTIFICATION EXAM FEE FOR STUDENTS - CLARK MAGNET HIGH SCHOOL	2,100.00
PO1-230000003658	INTEGRATIVE HEALTH & WELLNESS SERVICE AGREEMENT TO PROVIDE ANTI-TOBACCO USE CLASSROOM PRESENTATIONS - STUDENT SUPPORT SERVICES	6,000.00
PO1-230000003661	IXL LEARNING INSTRUCTIONAL SOFTWARE LICENSE - VALLEY VIEW ELEMENTARY SCHOOL	7,650.00
PO1-230000003663 PO1-230000003669	TEACH COMMUNICATION THROUGH SCIENCE SCHOOLMINT, INC HERO READY ANNUAL SUBSCRIPTION - DAILY HIGH SCHOOL	666.00 1,995.00
PO1-230000003671	SELPA ADMINISTRATORS OF CALIFORNIA	449.00

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003677	SO CAL LIFE GOES ON, INC CPR FIRST AID CERTIFICATIONS - HOOVER HIGH SCHOOL	7,449.68
PO1-230000003678	BRAIN POP ONLINE SUBSCRIPTION - DUNSMORE ELEMENTARY SCHOOL	3,515.00
PO1-230000003686	ABCO ELECTRIC MOTORS INC PARTS AND MATERIALS TO REPAIR INDUSTRIAL DUST COLLECTOR UNIT - GLENDALE HIGH SCHOOL	17,787.13
PO1-230000003710	BOOMERANG PROJECT WEB TRAINING FOR TWO EMPLOYEES - ROSEMONT MIDDLE SCHOOL	3,705.00
PO1-230000003711	ARTS MEDIA AND ENTERTAINMENT INSTITUTE, INC	475.00
PO1-230000003713	SAN JOAQUIN COUNTY OFFICE OF EDUCATION CONFERENCE EXPENSES - FOOTHILL SELPA	3,250.00
PO1-230000003714	NEST SPEECH & LANGUAGE THERAPY, APC AGREEMENT TO PROVIDE SPEECH, ASSESSMENT & IEP SERVICES - SPECIAL EDUCATION	44,000.00
PO1-230000003715	SIGN UP INTERPRETING SERVICES, LLC AGREEMENT TO PROVIDE SIGN LANGUAGE INTERPRETING SERVICES - SPECIAL EDUCATION	30,000.00
PO1-230000003724	INSTITUTE FOR MULTI-SENSORY EDUCATION	400.00
PO1-230000003725	SKILLS USA CALIFORNIA	75.00
PO1-230000003726	SKILLS USA CALIFORNIA	75.00
PO1-230000003728	CUSTOMINK PARENT, LLC CUSTOM T-SHIRT FOR WEB TEAM AND WEB STUDENTS - ROSEMONT MIDDLE SCHOOL	3,871.43
PO1-230000003729	LOS ANGELES COMMUNITY COLLEGE DISTRICT CERTIFICATES OF MINDFULLNESS CLASS - CRESCENTA VALLEY HIGH SCHOOL	2,320.00

# STATE RESTRICTED RESOURCES (CONTINUATION)

PO NUMBER	VENDOR	AMOUNT
PO1-230000003731	TAYLOR MILLER EXPENSES FOR CREATION OF CLOUD COMPUTING PROGRAM VIDEO - SECONDARY SERVICES	2,000.00
PO1-230000003734	RENAISSANCE LEARNING INC ANNUAL SUBSCRIPTION - FREMONT ELEMENTARY SCHOOL	5,447.00
PO1-230000003738	AMERICAN EXPRESS CPS USSI GLOBAL - ONSITE TV REPAIR - JEFFERSON ELEMENTARY SCHOOL	1,070.21
PO1-230000003741	CAREERSAFE, LLC SAFETY EDUCATION OSHA 10HOUR CONSTRUCTION INDUSTRIES - GLENDALE HIGH SCHOOL	1,920.00
PO1-230000003744	AMERICAN EXPRESS CPS ONLINE LEARNING CENTER - VIRTUAL WORKSHOP - DAILY HIGH SCHOOL	99.00
PO1-230000003745	THE KINDERGARTEN CONNECTION, LLC	297.00
PO1-230000003756	YARIJANIAN & ASSOCIATES, PROFESSIONAL CORP. PROFESSIONAL SERVICES - SPECIAL EDUCATION	5,800.00
PO1-230000003759	AMERICAN EXPRESS CPS CALIFORNIA CONTINUATION EDUCATION ASSOCIATION - CONFERENCE EXPENSES - DAILY HIGH SCHOOL	3,196.00
PO1-230000003763	COPY NETWORK	218.29
PO1-230000003771	ASB - CVHS ACADEMY OF SCIENCE & MEDICINE ACADEMY SHIRTS, POLOS AND SWEATSHIRSTS - CRESCENTA VALLEY HIGH SCHOOL	3,041.10
PO1-230000003773	BIGGEST FAN, LLC PROVIDE STUDENT SPIRIT AND LEADERSHIP CONSULTING SERVICES - CRESCENTA VALLEY HIGH SCHOOL	5,800.00

STATE RESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
PO1-230000003778	BURBANK UNIFIED SCHOOL DISTRICT	748.75
PO1-230000003779	SCSNA	100.00
PO1-230000003781	KAREN & ARIEL OBREGON	2,850.00
	PARENT REIMBURSEMENT - SPECIAL EDUCATION	
PO1-230000003782	AMERICAN EXPRESS CPS	99.00
	STATE SELPA - CONFERENCE EXPENSES - FOOTHILL SELPA	

PO1-230000003783	RENISHAW INC	1,401.28
	EQUIPMENT REPLACEMENT PART - CLARK MAGNET HIGH	
	SCHOOL	

PO1-230000003792	TEACH COMMUNICATION THROUGH SCIENCE	2,500.00
	SERVICE AGREEMENT TO ADMINISTER HANDS-ON STEM	
	CLASSES - JEFFERSON ELEMENTARY SCHOOL	

PO1-230000003793	UNMANNED SAFETY INSTITUTE, INC.	210.00
PO3W-230000001224	CN SCHOOL AND OFFICE SOLUTIONS, INC.	188,273.45
	SCHOOL FURNITURE - GLENDALE HIGH SCHOOL	

PO3W-230000001858	RIFTON EQUIPMENT	5,545.02
	SPECIAL EDUCATION HI-LO ACTIVITY CHAIR - FOOTHILL	
	SELPA	

PO3W-230000001868	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SC	250.26
PO3W-230000001870	RSR ELECTRONICS INC	6,898.01
	CLASSROOM EQUIPMENT - CLARK MAGNET HIGH SCHOOL	

PO3W-230000001871	LAKESHORE LEARNING	1,725.03
	CLASSROOM CARPET - CERRITOS ELEMENTARY SCHOOL	

PO3W-230000001873	SCHOOL DATEBOOKS, INC	1,134.44
	STUDENT PLANNERS - FREMONT ELEMENTARY SCHOOL	

PO3W-230000001880	BERPL INC.	4,545.67
	SCHOOL FURNITURE - VALLEY VIEW ELEMENTARY SCHOOL	

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001881	MYSTERY SCIENCE INC. INSTRUCTIONAL SOFTWARE LICENSE - VALLEY VIEW ELEMENTARY SCHOOL	1,395.00
PO3W-230000001887	SHIFFLER EQUIPMENT SALES, INC. OUTDOOR FURNITURE - VALLEY VIEW ELEMENTARY SCHOOL	10,326.02
PO3W-230000001889	CN SCHOOL AND OFFICE SOLUTIONS, INC. CLASSROOM FURNITURE - HOOVER HIGH SCHOOL	59,907.36
PO3W-230000001892	AMAZON CAPITAL SERVICES, INC. MEDICAL DICTIONARIES - CRESCENTA VALLEY HIGH SCHOOL	1,432.70
PO3W-230000001893	SWEETMAN SYSTEMS COMPUTER EQUIPMENT - FOOTHILL SELPA	2,133.13
PO3W-230000001898	AMAZON CAPITAL SERVICES, INC. PRINTERS - CRESCENTA VALLEY HIGH SCHOOL	1,710.66
PO3W-230000001900	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SOLUTIONS - ROSEMONT MIDDLE SCHOOL	2,992.83
PO3W-230000001902	VIRCO INC. CLASSROOM FURNITURE - ROSEMONT MIDDLE SCHOOL	7,533.16
PO3W-230000001906	AMAZON CAPITAL SERVICES, INC. BOOKS - DUNSMORE ELEMENTARY SCHOOL	1,003.27
PO3W-230000001913	DECKER EQUIPMENT/SCHOOL FIX CLASSROOM FURNITURE - ROSEMONT MIDDLE SCHOOL	4,728.87
PO3W-230000001914 PO3W-230000001915	ODP BUSINESS SOLUTIONS, LLC (F/K/A/ OFFICE DEPOT BUSINESS SC AMAZON CAPITAL SERVICES, INC.	670.27 129.29
PO3W-230000001916	CONNER ATHLETIC PRODUCTS, INC. PHYSICAL EDUCATION EQUIPMENT - CLARK MAGNET HIGH SCHOOL	5,639.30

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO3W-230000001920 FULL COMPASS SYSTEMS PO3W-230000001921 GOPHER PORTABLE VOLLEYBALL SYSTEM - JEFFERSON ELEMENTARY SCHOOL		722.45 2,992.85
PO3W-230000001922	AMAZON CAPITAL SERVICES, INC. OUTDOOR SHED - DUNSMORE ELEMENTARY SCHOOL	1,204.39
PO3W-230000001923	DECKER EQUIPMENT/SCHOOL FIX OUTDOOR FURNITURE - ROSEMONT MIDDLE SCHOOL	9,721.22
PO3W-230000001924 AMAZON CAPITAL SERVICES, INC. PO3W-230000001926 AMAZON CAPITAL SERVICES, INC. PO3W-230000001930 CDW GOVERNMENT AUDIOVISUAL EQUIPMENT - CRESCENTA VALLEY HIGH SCHOOL		117.88 78.89 4,379.13
PO3W-230000001942 PO3W-230000001949	SCHOOL SPECIALTY LLC NUOVE SALES, INC LIBRARY EQUIPMENT AND SUPPLIES - HOOVER HIGH SCHOOL	533.62 2,117.76
	TOTAL	517,175.36
PO1-230000003652	LOCAL RESTRICTED RESOURCES  DAZIAN LLC REPLACEMENT OF AUDITORIUM STAGE DRAPES AT ROOSEVELET MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	13,409.37
PO1-230000003656	SOUTH COAST AIR QUALITY MANAGEMENT DIST. ANNUAL FEES FOR GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	2,768.36
PO1-230000003657	SOUTH COAST AIR QUALITY MANAGEMENT DIST. ANNUAL FEES FOR HOOVER HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	2,026.89

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003668	ATI RESTORATION, LLC RECONSTRUCTION REPAIRS - GLENDALE HIGH SCHOOL AUDITORIUM - FACILITY & SUPPORT OPERATIONS	61,191.40
PO1-230000003679	ACADIENCE LEARNING INC	534.00
PO1-230000003680	THOMAS DENTON ENGRAVING	148.84
PO1-230000003687	EWING IRRIGATION PRODUCTS	296.57
PO1-230000003694	VORTEX INDUSTRIES, INC	1,500.00
	MATERIALS TO REPAIR THE ROLLING STEEL DOOR AT CLARK MAGNET HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	
PO1-230000003695	MONTGOMERY HARDWARE COMPANY	7,639.27
	PERMANENT CONSTRUCTION - FACILITY & SUPPORT	,
PO1-230000003696	PLUMBING AND INDUSTRIAL SUPPLY	1,440.60
	HVAC EQUIPMENT - FACILITY & SUPPORT OPERATIONS	,
PO1-230000003697	GRAINGER	202.32
PO1-230000003698	MUFFLER PLUS AUTO REPAIR	600.00
PO1-230000003699	TOTAL GRAPHICS	200.00
PO1-230000003700	RYAN HERCO PRODUCTS CORP.	342.48
PO1-230000003703	AMAZON CAPITAL SERVICES, INC.	2,000.00
	BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	
PO1-230000003704	THE HOME DEPOT PRO (SUPPLYWORKS)	3,000.00
	BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	
PO1-230000003709	FRED BOCK MUSIC COMPANY	220.50
PO1-230000003717	YUKI INOUE-KIM	2,500.00
	PROVIDE TAIKO DRUM LESSONS, BOARD APPROVED 4/4/2023 - DUNSMORE ELEMENTARY SCHOOL	
PO1-230000003732	ARTS ATTACK INSTRUCTIONAL SOFTWARE LICENSE - MANN ELEMENTARY SCHOOL	1,361.00
PO1-230000003742	OOF INC	441.29

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
PO1-230000003750 PO1-230000003751	MARK'S PAINT GMS ELEVATOR SERVICES, INC AGREEMENT TO PROVIDE LABOR AND MATERIALS TO REPLACE THE UPS AT FRANKLIN ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	567.23 1,630.00
PO1-230000003752	GMS ELEVATOR SERVICES, INC AGREEMENT TO PROVIDE LABOR AND MATERIALS FOR MONTHLY SERVICE AND INSPECTION, DISCTRICTWIDE - FACILITY & SUPPORT OPERATIONS	50,000.00
PO1-230000003753	GMS ELEVATOR SERVICES, INC REPLACEMENT OF ELEVATOR HYDRAULIC VALVE AT GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	9,175.00
PO1-230000003754	TOTAL GRAPHICS	690.00
PO1-230000003761	MSI MOVER SERVICES, INC. AGREEMENT TO PROVIDE RELOCATION SERVICES - FACILITY & SUPPORT OPERATIONS	11,829.00
PO1-230000003765	TOTALENERGIES RENEWABLES USA, LLC REPLACE BROKEN MODULES - FACILITY & SUPPORT OPERATIONS	7,726.37
PO1-230000003766	PROMOTE MARKETING CONCEPTS, INC.	480.14
PO1-230000003768	TOTAL GRAPHICS  CALIFORNIA DISTINGUISHED SCHOOLS STAFF V-NECK SHIRTS - DUNSMORE ELEMENTARY SCHOOL	1,140.00
PO1-230000003770	AMERICAN EXPRESS CPS WESTIN LONG BEACH CONVENTION CENTER - HOTEL ACCOMMODATION FOR STUDENTS TO PARTICIPATE IN TELEVISION CONVENTION - CLARK MAGNET HIGH SCHOOL	10,192.63
PO1-230000003785	GMS AUTOGLASS	413.90
PO1-230000003787	STAR FORD	545.54
PO1-230000003798	LA CRESCENTA HAN KOOK MARKET	67.80

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
DO2W 22000001072	AMAZONI CADITAL CEDIJICEC INC	21.00
PO3W-230000001872	AMAZON CAPITAL SERVICES, INC.	31.90
PO3W-230000001879 PO3W-230000001896	PROMOTE MARKETING CONCEPTS, INC. BERACHA INC	436.59 220.49
PO3W-230000001896 PO3W-230000001901	CAROLINA BIOLOGICAL SUPPLY CO.	601.64
PO3W-230000001901	CN SCHOOL AND OFFICE SOLUTIONS, INC.	5,293.15
103 W-230000001717	FURNITURE FOR WELLNESS CENTER - ROOSEVELT MIDDLE SCHOOL	3,273.13
PO3W-230000001931	CDW GOVERNMENT	1,719.90
	CLASSROOM WHITEBOARDS - SPECIAL EDUCATION	,
PO3W-230000001948	TREMCO CPG INC	3,334.51
	MAINTENANCE MATERIALS - FACILITY & SUPPORT OPERATIONS	,
PO3W-230000001954	THE HOME DEPOT PRO (SUPPLYWORKS)	1,230.37
10311 23000001731	APPLIANCES - GLENOAKS ELEMENTARY SCHOOL	1,250157
	TOTAL	209,149.05
	TOTAL CHILD DEVELOPMENT FUND	209,149.05
PO NUMBER		209,149.05 AMOUNT
PO NUMBER PO1-230000003659	CHILD DEVELOPMENT FUND	·
PO1-230000003659 PO1-230000003660	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS)	AMOUNT 210.71 630.10
PO1-230000003659 PO1-230000003660 PO1-230000003736	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS) THE HOME DEPOT PRO (SUPPLYWORKS)	AMOUNT 210.71 630.10 21.39
PO1-230000003659 PO1-230000003660	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS)	AMOUNT 210.71 630.10
PO1-230000003659 PO1-230000003660 PO1-230000003736	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS) THE HOME DEPOT PRO (SUPPLYWORKS)	AMOUNT 210.71 630.10 21.39
PO1-230000003659 PO1-230000003660 PO1-230000003736	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS) THE HOME DEPOT PRO (SUPPLYWORKS) PACIFIC RADIO ELECTRONICS  TOTAL	AMOUNT  210.71 630.10 21.39 80.30
PO1-230000003659 PO1-230000003660 PO1-230000003736	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS) THE HOME DEPOT PRO (SUPPLYWORKS) PACIFIC RADIO ELECTRONICS	AMOUNT  210.71 630.10 21.39 80.30
PO1-230000003659 PO1-230000003660 PO1-230000003736 PO1-230000003749	CHILD DEVELOPMENT FUND VENDOR  GRAINGER THE HOME DEPOT PRO (SUPPLYWORKS) THE HOME DEPOT PRO (SUPPLYWORKS) PACIFIC RADIO ELECTRONICS  TOTAL  FOOD SERVICES FUND	AMOUNT  210.71 630.10 21.39 80.30  942.50

PO NUMBER	VENDOR	AMOUNT
PO1-230000003653	DLR GROUP INC, A CALIFORNIA CORPORATION ARCHITECTURAL SERVICES - CERRITOS ELEMENTARY SCHOOL	40,500.00
PO1-230000003664	CHALMERS CONSTRUCTION SERVICES, INC BREAKER FOR ELEVATOR - GLENOAKS ELEMENTARY SCHOOL	8,534.68
PO1-230000003670	MSI MOVER SERVICES, INC. MOVING SERVICES - CLARK MAGNET HIGH SCHOOL	10,031.00
PO1-230000003672	AMS.NET SWITCHING AND ROUTING TO IMPLEMENT INFRASTRUCTURE UPGRADES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	193,169.65
PO1-230000003673	AMS.NET NON E-RATE 24 WIRELESS ACCESS POINTS TO IMPLEMENT INFRASTRUCTURE UPGRADES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	180,890.83
PO1-230000003674	AMS.NET E-RATE 24 WIRELESS ACCESS POINTS TO IMPLEMENT INFRASTURCTURE UPGRADES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	454,616.17
PO1-230000003675	AMS.NET SWITCHING AND ROUTING TO IMPLEMENT INFRASTRUCTURE UPGRADES - EDUCATIONAL TECHNOLOGY & INFORMATION SERVICES	247,491.30
PO1-230000003743	INTERMOUNTAIN LOCK & SECURITY SUPPLY LOCK AND SECURITY SUPPLIES - GLENOAKS ELEMENTARY SCHOOL	15,365.53

PO NUMBER	MEASURE S PROJECTS FUND (CONTINUATION) VENDOR	AMOUNT
PO1-230000003772	NJP SPORTS INC INSTALLATION OF CONSTRUCTION FABRIC - MONTE VISTA ELEMENTARY SCHOOL	4,670.29
	TOTAL	1,155,269.45
	CAPITAL PROJECTS & IMPROVEMENT FUND	
PO1-230000003747	NET WORLD SPORTS TENNIS COURT BENCHES - GLENDALE HIGH SCHOOL	5,330.24
	TOTAL	5,330.24

# LIST OF PO CHANGE ORDERS DURING THE PERIOD OF 4/10/2023 THROUGH 4/21/2023 CONSENT CALENDAR NO. 5 - MAY 2, 2023

Change Order Date	PO#	Vendor	Reason of Change	Original Amount	Net Increase / Decrease	New Total
4/11/2023	PO1- 2300000000469	OFFICE DEPOT	ADDITIONAL INSTRUCTIONAL SUPPLIES NEEDED	\$2,000.00	\$500.00	\$2,500.00
4/11/2023	PO1- 2300000000526	DEWEY PEST CONTROL	TO COVER PEST CONTROL MONTHLY SEVICES	\$33,600.00	\$91,400.00	\$125,000.00
4/11/2023	PO1- 2300000001734	FIRST STUDENT	FUNDS NEEDED FOR ADDITIONAL FIELD TRIPS	\$10,000.00	\$5,000.00	\$15,000.00
4/11/2023	PO1- 2300000000175	GOLD STAR FOODS	INCREASED PO AMOUNT TO PAY FOR PENDING AND FUTURE INVOICES.	\$770,000.00	\$430,000.00	\$1,200,000.00
4/11/2023	PO1-230000000807	BURBANK IRRIGATION	INCREASED PO AMOUNT TO PAY FOR PENDING AND FUTURE INVOICES.	\$9,500.00	\$500.00	\$10,000.00
4/11/2023	PO1-230000000831	ADEMCO	INCREASED PO AMOUNT TO PAY FOR PENDING AND FUTURE INVOICES.	\$2,500.00	\$1,000.00	\$3,500.00
4/14/2023	PO1-230000000036	AMAZON	INCREASED PO AMOUNT TO PURCHASE SUPPLIES AND PAY FOR OUTSTANDING INVOICES	\$1,500.00	\$250.00	\$1,750.00
4/17/2023	PO1-230000000589	CONVERSE CONSULTANTS	INCREASED PO PER AMENDMENT 02	\$7,470.00	\$3,430.00	\$10,900.00
4/17/2023	PO1-230000001195	19SIX ARCHITECTS	INCREASE PO TO COMPLETE CONSTRUCTION	\$4,950.00	\$1,218.75	\$6,168.75
4/17/2023	PO1-230000000517	WIL-POWER	INCREASED PO AMOUNT TO PAY FOR PENDING AND FUTURE INVOICES.	\$4,000.00	\$2,000.00	\$6,000.00
4/13/2023	PO1-230000000077	JB BOSTICK CO	INCREASE PO FOR ADDITIONAL WORK	\$462,000.00	\$68,504.87	\$530,504.87
4/14/2023	PO1-230000000883	AMAZON	ADDITIONAL INSTRUCTIONAL SUPPLIES NEEDED	\$19,000.00	\$3,000.00	\$22,000.00
4/14/2023	PO1-230000000457	AMAZON	ADDITIONAL INSTRUCTIONAL SUPPLIES NEEDED	\$16,500.00	\$5,500.00	\$22,000.00
4/14/2023	PO1-230000000453	AMAZON	ADDITIONAL INSTRUCTIONAL SUPPLIES NEEDED	\$18,000.00	\$6,500.00	\$24,500.00
4/17/2023	PO1-230000000298	AAA ELECTRIC MOTORS	SUPPLEMENT PO TO COVER EXPENSES THROUGH THE END OF THE FISCAL YEAR	\$5,000.00	\$5,000.00	\$10,000.00
4/17/2023	PO1-230000000904	INTERMOUNTAIN SECURITY	SUPPLEMENT PO TO COVER EXPENSES THROUGH THE END OF THE FISCAL YEAR	\$76,000.00	\$10,000.00	\$86,000.00
4/17/2023	PO1-230000001936	PORTO'S BAKERY	INCREASED PO TO COVER FOR UPCOMING EVENTS	\$500.00	\$500.00	\$1,000.00
4/19/2023	PO1-230000000457	AMAZON	INCREASED PO AMOUNT FOR ADDITIOANL SUPLIES FOR ELOP PROGRAM	\$16,500.00	\$5,500.00	\$22,000.00
4/19/2023	PO1-230000000304	CCC/EDUCAION TEAM	INCREASED PO AMOUNT FOR CAREERS IN EDUCATION TEAM AT CDCC	\$55,000.00	\$14,500.00	\$69,500.00
4/19/2023	PO1-230000000453	AMZON	INCREASED PO AMOUNT FOR INSTRUCTIONAL SUPPLIES AT CDCC SITES	\$18,000.00	\$6,500.00	\$24,500.00
4/19/2023	PO1-230000000883	AMAZON	DECREASED PO AMOUNT TO ALLOCATE FUNDS TO CDCC SITES	\$19,000.00	\$3,000.00	\$22,000.00
4/19/2023	PO1-230000000762	CHALMERS CONSTRUCTION	SUPPLEMENT PO FOR ADDITIONAL SCOPE OF WORK	\$125,655.37	\$7,479.80	\$133,135.17
4/20/2023	PO1-230000001487	MCMASTER-CARR	SUPPLEMENT PO TO COVER EXPENSES THROUGH THE END OF THE FISCAL YEAR	\$6,250.00	\$3,750.00	\$10,000.00

### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 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

The Superintendent recommends that the Board of Education approve Appropriation Transfers and Budget Revisions for Fund 01.0 Unrestricted and Restricted, Fund 13.0, Fund 67.0 and Fund 67.1.

**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 May 2, 2023 CONSENT CALENDAR NO. 6 BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND UNRESTRICTED (01.0) Resource Codes 00000.0 thru 19999.0

		BUDGET	BUDGET
REVENUES		TRANSFERS	ADJUSTMENTS
8010-8099	Local Control Funding Formula	\$0	\$0
8100-8299	Federal	\$0 P#\	\$0
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$866
8910-8999	Transfers In/Contributions	\$0	\$0
TOTAL REVENUES		\$0	\$866

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
	Certificated Salaries	\$1,647	\$0
1000		\$1,041	
2000	Classified Salaries	\$0	\$0
3000	Employee Benefits	\$353	\$0
4000	Instructional Supplies	\$2,891	\$1,683
5000	Contract Services	(\$4,891)	\$94,516
6000	Capital Outlay	\$0 44 20 54 2	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPRI	ATIONS	\$0	\$96,199

NET INCREASE/DECREASE IN FUND BALANCE	\$0 \ 34 \ 4	(\$95,333)

May 2, 2023
BUDGET TRANSFER AND ADJUSTMENT REPORT
CONSENT CALENDAR NO. 6
BUDGET TRANSFER AND ADJUSTMENT DETAIL REPORT
GENERAL FUND, UNRESTRICTED (01.0) Resource Codes 00000.0 thru 19999.0

### **BUDGET TRANSFERS**

Dept./School	Program Description	1,000	2,000	3,000	4,000	5,000	6,000	7,000	9,000	Total	Transfer provides funds for:
-											
CVHS	General Fund	0	0	0	3,874	(3,874)	0	0	0	\$0	Supplies
CVHS	JROTC	0	0	0	1,017	(1,017)	0	0	0	\$0	Supplies
Mann	General Fund	0	0	0	0	0	0	0	0	\$0	supplies
Various	Supplemental	1,647	0	353	(2,000)	0	0	0	0	\$0	Certificated Salaries and Benefits
		\$1,647	\$0	\$353	\$2,891	(\$4,891)	\$0	\$0	\$0	\$0	

Dept./School	Program Description	1,000	2,000	3,000	4,000	5,000	6,000	7,000	9,000	Tota	Adjustment appropriates funds for:
						_	_				
Educational Services	Instrumental Music	0	0	0	683	. 0	0	0	0	\$683	Supplies
Educational Services	Instrumental Music	0	0	. 0	0	183	0	0	0	\$183	Supplies
District	Athletics	0	0	0	0	93,333	0	0	(93,333)	\$0	Rebalance Athletics program
District	Dunsmore - Special Education Bud	0	0	0	1,000	1,000	0	0	(2,000)	\$0	To set up SPED supply Budget @ Dunsmor
		0	0	0	0	0_	0	0	0_	\$0	
		sn.	\$0	\$0	\$1,683	\$94.516	\$0	\$0	(\$95.333)	\$866	

Object Codes 1000 Certificated Salaries 2000 Classified Salaries

5000 Services & Other Operating Supplies

6000 Capital Outlay

GLENDALE UNIFIED SCHOOL DISTRICT
May 2, 2023
CONSENT CALENDAR NO. 6
BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND RESTRICTED (01.0) Resource Codes 20000.0 thru 99999.0

	··· <del>··································</del>	BUDGET	BUDGET
REVENUES		TRANSFERS	ADJUSTMENTS
8010-8099	Local Control Funding Formula	\$0	\$0
8100-8299	Federal	\$0	\$0
8300-8599	Other State	\$0	\$0 ·
8600-8799	Local	\$0	\$44,152
8910-8999	Transfers In/Contributions	\$0 28 28 28	\$0
TOTAL REVENUES		\$0	\$44,152

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000	Certificated Salaries	\$10,885	\$400
2000	Classified Salaries	\$69	\$0
3000	Employee Benefits	\$2,564	\$94
4000	Instructional Supplies	(\$4,788)	\$5,809
5000	Contract Services	(\$8,730)	\$37,849
6000	Capital Outlay	\$0	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPRIA	TIONS	\$0	\$44 <sub>11</sub> 52

NET INCREASE/DECREASE IN FUND BALANCE	 \$0	\$0 <u>                                     </u>

GLENDALE UNIFIED SCHOOL DISTRICT May 2, 2023 CONSENT CALENDAR NO. 6 BUDGET TRANSFER AND ADJUSTMENT REPORT GENERAL FUND, RESTRICTED (01.0) Resource Codes 20000.0 thru 99999.0

BUDGET TRANSFERS	Program Description	Resource										
Total Budget Trsfrs	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		1000	2000	3000	4000	5000	6000	7000	9000	Total	Transfer provides funds for:
								i				
				·								
Wilson	Donations	95100.0	0	0	0	13,000	(13,000)	0	0	0	\$0	Supplies
CVHS	Donations	95100.0	46	0	(46)	(1,939)	1,939	0	0	0	\$0	Services
CVHS	SSP	73703.0	0	0	0	(2,320)	2,320	0	0	0	\$0	Services
CVHS	ELO	74250.0	0	69	10	(5,879)	5,800	0	0	0	\$0	Services
Lincoln	Donations	95100.0	0	0	O	5,789	(5,789)	0	0	0 (	\$0	Supplies
Various	TITLE	30100.0	10,839	0	2,600	(13,439)	0	0	0	0	\$0_	Certificated Salaries and Benefits
								+		į		
					·							
			0	0	0	0	0	0	0	0	\$0	
	·		940 ODE	ten.	\$2 EEA	/¢4 700\	100 720)		ŧn.	ŧn.	40	

BUDGET ADJUSTMEN	ITS	Resource										
Dept/Site	Program Description	Code	1000	2000	3000	4000	5000	6000	7000	9000	Total	Adjustment appropriates funds for:
Depasite	Program Descripcion	- 5000	1000	1		7,000	0000	3000	1,100	****		
							·					
Franklin	School site Donations	95100.0	0	- 0	0	0	1,134	0	0	0	\$1,134	To allocate income
Franklin	School site Donations	95100.0	0	0	0	0	1,353	G	0	a		To allocate income
Franklin	School site Donations	95100.0	0	0	0	630	. 0	0	0	0	\$630	To allocate income
Franklin	School site Donations	95100,0	0	0	0	20	0	0	0	o	\$20	To allocate income
Franklin	School site Donations	95100.0	0	0	0	42		0	0	0	\$42	To allocate income
Franklin	School site Donations	95100.0	0	0	0	185	0	0	0	0	\$185	To allocate income
Franklin	School site Donations	95100.0	0	0	0	0	125	0	. 0	0	\$125	To allocate income
Franklin	School site Donations	95100.0	0	0	0	835	0	ū	0	0	\$835	To allocate income
Franklin	School site Donations	95100.0	0	0	o	1,248	0	0	0	0	\$1,248	To allocate income
GHS	School site Donations	95100.0	0	0	0	0	5,880	۵	0	0	\$5,880	To allocate income
GHS	School site Donations	95100.0	0	0	0	0	1,520	0	0	0	\$1,520	To allocate income
CMHS	Donation from A& A Pizza, Inc DBA Dominio's	95210.0	0	0	0	1,000	0	0	0	0	\$1,000	To allocate income
CMHS	Donation from Perry Living Trust	95210.0	0	0	0	0	2,000	0	0	a		To allocate income
CMHS	School site Donations	95210.0	0	0	0	0	1,000	0	0	0	\$1,000	To allocate income
CMHS	School site Donations	95210.0	0	0	0	0	500	0	O	0	\$500	To allocate income
CMHS	School site Donations	95210.0	0	0	0	150	0	0	0	0	\$150	To allocate income
CMHS	School site Donations	95210.0	0	0	0	40	0	0	0	0	\$40	To allocate income
CMHS	School site Donations	95210.0	0	0	0	280	. 0	D	0	o	\$280	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	1,029	0	D	o	0	\$1,029	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0	140	0	0	0		To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0		. 0	D	0	\$107	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0		0	0		\$90	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0			٥	0	\$132	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	. 0	0 :	176	D	۵	0	\$176	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0		0	0	0	\$110	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0		0	- 0	D	\$120	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	0		0	0	O	\$147	To allocate income
Verdugo Woodlands	School site Donations	95100.0	0	0	0	D		0	0	0	\$3,108	To allocate income
Monte Vista	Donation from American heart Association	95100.0	D	0	0	350	o	0	D	0	\$350	To allocate income
CMHS	School site Donations	95210.0	0	0		0	200	0	. 0	D	\$200	To allocate income
Keppel	School site Donations	95100.0	ō	0	0	0	1.149	0	0	0	\$1,149	To allocate income
Keppel	School site Donations	95100.0	0	0	0	0	550	0	0	0	\$550	To allocate income
Keppel	School site Donations	95100.0	0	0	0	0	22	. 0	0	0	\$22	To allocate income
CMHS	School site Donations	95210.0	0	0	- 0	0		0	0	0	\$200	To allocate income
CMHS	School site Donations	95210.0	0	0	0	0	200	0	. 0	0	\$200	To allocate income
CMHS	School site Donations	95210.0	0	0	0	0	400	0	0	0	\$400	To allocate income
CMHS	School site Donations	95210.0	0	0	0	0	400	0	0	0	\$400	To allocate income
CMHS	School site Donations	95210.0	0	0		0	500	0	0	0	\$500	To allocate income
CMHS	School site Donations	95210.0	0	0	0	0		0	0	a	\$500	To allocate income
EAFE	Adelante Latinos	94340.0	_ 0	0	ō	0	}	0	٥	O	\$200	To allocate income
Toll	School site Donations	95100.0	400		94	0		0	0	0	\$494	To allocate income
Keppel	Donations	95100.0	0	0	0	0	_	0	0	0	\$7,090	To allocate income (transportation)
EAFE	Adelante Latinos	94340.0	- 0			0		0	0	0	\$250	
Monte Vista	School site Donations	95100.0	0	0	ō	0		0	0	0	\$8,546	To allocate income
MICHIE AIPTR	Control due Dollanolla	55.03.0										
<del></del>	·		-						,			
<del></del>	· · · · · · · · · · · · · · · · · · ·		0	0	. 0	- 0	o	0	0	0	\$0	
	Total Budget Adjustments		\$400	so	\$94	\$5.809	\$37,849	\$0	\$0	\$0	\$44.152	

Total Budget Adjustments Object Codes 1000 Certificated Salaries 2000 Classified Salaries 3000 Employee Benefits

4000 Books & Supplies 5000 Services & Other Operating Expenses 6000 Capital Outlay

7000 Other Outgo 8000 Income 9000 Designated Reserves

GLENDALE UNIFIED SCHOOL DISTRICT
May 2, 2023
CONSENT CALENDAR NO. 6
BUDGET TRANSFER AND ADJUSTMENT REPORT

### NUTRITION SERVICES FUND (13.0)

		BUDGET	BUDGET
REVENUES		TRANSFERS	ADJUSTMENTS
8010-8099	Revenue Limit	\$0	\$0
8100-8299	Federal	\$0	\$0
8300-8599	Other State	\$0	\$2,646,000
8600-8799	Local	\$0	\$0
8910-8999	Transfers In/Contributions	\$0	\$0
TOTAL REVENUES		\$0	\$2,646,000

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000	Certificated Salaries	\$0	\$0
2000	Classified Salaries	\$0	\$0
3000	Employee Benefits	\$0	\$0
4000	Instructional Supplies	\$0	\$2,215,000
5000	Contract Services	\$0	\$231,000
6000	Capital Outlay	\$0	\$200,000
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPRIAT	TIONS	*\$0	\$2,646,000

GLENDALE UNIFIED SCHOOL DISTRICT May 2, 2023 CONSENT CALENDAR NO. 6 Nutrition Services (13.0)

### BUDGET TRANSFERS

Dept.	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Tota	Transfer provides funds for:
			j								
									1		
									[		
									ĺ		
Total Budget Transfers		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

### BUDGET AD JUSTMENTS

Dept./Site	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Tota	Revision appropriates funds for:
		<u> </u>									
District	Fund 13.0 - Allocate revenue to expenditure	0	0	0	2,215,000	231,000	200,000	o	0	2.646.000	Fund 13.0 - Fund Appropriation
		-									
Total Budget Adjustme			\$0	\$0	\$2,215,000	\$231,000	\$200,000	\$0	\$0	\$2,646,000	

Object Codes

1000 Certificated Salaries

2000 Classified Salaries

3000 Employee Benefits

4000 Books & Supplies

5000 Services & Other Operating Supplies

6000 Capital Outlay

7000 Other Outgo 8000 Income

9000 Reserves

GLENDALE UNIFIED SCHOOL DISTRICT May 2, 2023 CONSENT CALENDAR NO. 6 BUDGET TRANSFER AND ADJUSTMENT REPORT

### Self Insurance Fund (67.0)

		BUDGET	BUDGET
REVENUES		TRANSFERS	ADJUSTMENTS
8010-8099	Revenue Limit	\$0	\$0
8100-8299	Federal	\$0	\$0.
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$3,300,000
8910-8999	Transfers In/Contributions	\$0	\$0
TOTAL REVENUES		\$0	\$3,300,000

	•	BUDGET	BUDGET
APPROPRIATION OBJECT		TRANSFERS	ADJUSTMENTS
1000	Certificated Salaries	\$0	\$0
2000	Classified Salaries	\$0	\$0
3000	Employee Benefits	\$0	\$0
4000	Instructional Supplies	\$0	\$0
5000	Contract Services	\$0	\$3,300,000
6000	Capital Outlay	\$0	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPR	IATIONS	\$0	\$3,300,000

NET INCREASE/DECREASE IN FUND BALANCE	\$0	\$0

GLENDALE UNIFIED SCHOOL DISTRICT May 2, 2023 CONSENT CALENDAR NO. 6 Self Insurance Fund (67.0)

### DUDGET TRANSCERS

Dept.	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total Transfer provides funds for:
		0	0	0	0	0	0	0	0	0
	REVISIONS Iget Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
BUDGET	ADJUSTMENTS									
						5000	6000	7000	9000	Total Revision appropriates funds for:

3,300,000

**Total Budget Adjustments** 

District

\$0

\$0

\$0

0

\$0

0

\$0

\$0

\$0

\$0

3,300,000 Self-Insurance Fund Appropriation

Object Codes

Self-Insurance Fund

1000 Certificated Salaries

5000 Services & Other Operating Supplies

2000 Classified Salaries 3000 Employee Benefits 6000 Capital Outlay 7000 Other Outgo

4000 Books & Supplies

9000 Reserves

\$0

GLENDALE UNIFIED SCHOOL DISTRICT
May 2, 2023
CONSENT CALENDAR NO. 6
BUDGET TRANSFER AND ADJUSTMENT REPORT

Workers' Compensation Fund (67.1)

	· ,		
		BUDGET	BUDGET
REVENUES		TRANSFERS	ADJUSTMENTS
8010-8099	Revenue Limit	\$0	\$0
8100-8299	Federal	\$0	\$0
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$1,027,687
8910-8999	Transfers In/Contributions	\$0	\$0
TOTAL REVENUES	3	\$0	\$1,027,687

		BUDGET	BUDGET
APPROPRIATION	OBJECT	TRANSFERS	ADJUSTMENTS
1000	Certificated Salaries	\$0	\$0
2000	Classified Salaries	\$0	\$0
3000	Employee Benefits	\$0	\$0
4000	Instructional Supplies	\$0	\$0
5000	Contract Services	\$0	\$1,027,687
6000	Capital Outlay	\$0	\$0
7000	Other Outgo/Indirect/Transfers Out	<b>\$</b> 0	\$0
TOTAL BUDGETE	D APPROPRIATIONS	\$0	\$1,027,687

NET INCREASE/DECREASE IN FUND BALANCE	\$0	\$0

GLENDALE UNIFIED SCHOOL DISTRICT May 2, 2023 CONSENT CALENDAR NO. 6 Workers' Compensation Fund (67.1)

### BUDGET TRANSFERS

Dept.	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total	Transfer provides funds for:
		0	0	0	0	0	0 (	0	0	0	
Total Budget Trans	fers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

### **BUDGET ADJUSTMENTS**

Object	Program Description	1000	2000	3000	4000	5000	6000	7000	9000	Total	Revision appropriates funds for:
											5 107.4 5 Allerette
District	Fund 67.1 - Workers' Compe	0	0.	0	0	1,027,687	0	0	0	1,027,687	Fund 67.1 - Fund Allocation

Total Budget Adjustments \$0 \$0 \$0 \$0 \$1,027,687 \$0 \$0 \$0 \$1,027,687

Object Codes

1000 Certificated Salaries

5000 Services & Other Operating Supplies

2000 Classified Salaries

6000 Capital Outlay

3000 Employee Benefits

7000 Other Outgo

4000 Books & Supplies

9000 Reserves

### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

CONSENT CALENDAR NO. 7

TO:

Board of Education

FROM:

Dr. Vivian Ekchian, Superintendent

PREPARED IN: Office of the Superintendent

**SUBJECT:** 

Revisions to Board Policy (BP) 9323 (Meeting Conduct)

The Superintendent recommends the Board of Education approve the revisions to Board Policy 9323 (Meeting Conduct)

At the April 18, 2023 Board meeting, the Board reviewed revisions to BP 9323 to include language that in order to conduct District business in a safe and orderly manner, the dais area is prohibited to the public.

The revised policy is being presented to the Board for final approval.

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.

### Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

### Parliamentary Procedure

The Board will ordinarily use Roberts Rules of Order (latest revised edition) to govern the conduct of Board meetings subject to the following:

- Rules and procedures adopted by the Board in conflict with Roberts Rules of Order shall take precedence.
- Any laws or regulations of the State of California in conflict with Roberts Rules of Order shall take precedence.
- The Chair may make such exceptions as appear necessary to facilitate the orderly conduct of business. Any ruling of the Chair is subject to approval of the Board.

The Board of Education shall act by majority vote of its membership. Presiding Officer has full privileges of the body.

### Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Provided the Board typically has five members and there are no more than two vacancies on the Board, the vacant position(s) shall not be counted for purposes of determining how many members of the Board constitute a majority. In addition, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, the vacant position(s) shall not be counted for purposes of determining the total membership constituting the Board. (Education Code 35165)

### Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting, except that if the meeting is conducted using remote public participation or with a Board member attending remotely pursuant to Government Code 54953, a member of the public desiring to provide comment through the use of a third party internet website or online platform may be required to register as required by the third party provider.

In order to conduct District business in a safe and orderly manner, the dais area is prohibited to the public. The stairs that lead to the dais area must be kept clear at all times. Additionally, the Board requires that public presentations to the Board comply with the following procedures:

- 1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)
- 2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2). Speakers requesting to add media presentations (i.e. videos, photos, PowerPoints, etc.) to their public comments, must submit the media presentation to the Public Information Office by 4 p.m. the day before a board meeting. The District has the right to deny the request, if deemed inappropriate. Speakers must conclude presentation within the five minute-time allowance; no extension of time will be granted.
- 3. Without taking action, Board members or District staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

- 4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3).
- 5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

In general, individual speakers will be allowed five minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint. A speaker's allotted time cannot be deferred to another speaker.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

- 6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
  - a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
  - b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)
  - c. The Board shall not prohibit public criticism of District employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.
- 7. The Board president shall not permit actual disruption of Board meetings. Actual disruption by an individual or group or any conduct or statements that threaten the safety

of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board and remove the individual from the meeting.

The Board President or designee may remove an individual for actually disrupting the meeting. Prior to removal, the individual shall be warned that their behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the Board president, or designee, may then remove the individual from the meeting. (Government Code 54957.95)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a Board meeting without a warning. (Government Code 54957.95)

Disrupting means engaging in behavior during a Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law, or engaging in behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)

True threat of force means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

Additionally, the Board may order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, or if removing the disruptive individual(s) or clearing the room is infeasible, move the meeting to another location. The Board may direct the Superintendent or designee to contact local law enforcement as necessary.

### Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6.)

Legal Reference:

Education Code, Sections 5095; 32210; 35010; 35145.5; 35163; 35164;

35165

Election Code, Section 18430

Code of Civil Procedure, Section 527.8

Government Code, Sections 54953.3; 54953.5; 54953.6; 54954.2;

54954.3; 54957; 54957.9; 54957.95

Penal Code, Section 403

Policy Adopted:

12/04/1956

Policy Amended:

09/29/1960; 7/01/1969; 11/18/1969; 11/20/1973; 01/18/1977; 03/19/1985;

04/16/1985; 11/05/1996; 03/16/1999; 06/24/2003; 12/12/2017;

11/19/2019; 02/07/2023; 05/02/2023

Formerly BP 9444, BP 9445, BP 9446, & BP 9450

### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

### CONSENT CALENDAR NO. 8

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Jennifer Gonzales, Administrator, Nutrition & Operations Services

SUBJECT: Approval of Revisions to Board Policy 3555 – Nutrition Program

Compliance

The Superintendent recommends that the Board of Education approve revisions to Board Policy (BP) 3555 – Nutrition Program Compliance as recommended by the California School Boards Association (CSBA) and to comply with Education Code and federal state laws.

### **BP 3555 – Nutrition Program Compliance**

CSBA Update: March 2023 Last GUSD Update: October 2020

Staff recommends Board Policy (BP) 3555 be updated to clarify that prohibited discrimination includes alleged discrimination on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, or disability. It is also updated to reflect the current language of the US Department of Agriculture Nondiscrimination Statement which clarifies that prohibited sex discrimination includes discrimination on the basis of gender identity and sexual orientation. These changes are made as recommended by the California School Boards Association (CSBA), and to comply with Education Code and federal state laws.

Upon approval of the BP, a revision will be made to the accompanying Administrative Regulation as needed following the normal District process.

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

**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

### **Nutrition Program Compliance**

The Governing Board recognizes the district's responsibility to comply with state and federal nondiscrimination laws as they apply to the district's nutrition programs. The district shall not deny any individual the benefits or service of any nutrition program or discriminate against him/her on any basis prohibited by law.

### Coordinator

The Board designates the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the district's civil rights coordinator to ensure compliance with the laws governing its nutrition programs and to investigate any related complaints.

The responsibilities of the compliance officer/coordinator include, but are not limited to:

- 1. Providing the name of the civil rights coordinator, Section 504 coordinator, and Title IX coordinator, if different from the civil rights coordinator, to the California Department of Education and other interested parties.
- 2. Annually providing mandatory civil rights training to all frontline staff who interact with program applicants or participants and to those who supervise frontline staff.
  - The subject matter of such training shall include, but not be limited to, collection and use of data, effective public notification systems, complaint procedures, compliance review techniques, resolution of noncompliance, requirements for reasonable accommodation of persons with disabilities, requirements for language assistance, conflict resolution, and customer service.
- 3. Establishing admission and enrollment procedures that do not restrict enrollment of students on the basis of race, sex, sexual orientation, gender identity, ethnicity, national origin, or disability, including preventing staff from incorrectly denying applications and ensuring that such persons have equal access to all programs.
- 4. Sending a public release announcing the availability of the child nutrition programs and/or changes in the programs to public media and to community and grassroots organizations that interact directly with eligible or potentially eligible participants.
- 5. Communicating the program's nondiscrimination policy and applicable complaint procedures, as provided in the section "Notifications" below.

### Business and Noninstructional

### Operations Nutrition Program

### Compliance Coordinator (continued)

- 6. Providing appropriate translation services when a significant number of persons in the surrounding population have limited English proficiency.
- 7. Ensuring that every part of a facility is accessible to and usable by persons with disabilities and that participant with disabilities are not excluded from the benefits or services due to inaccessibility of facilities.
- 8. Ensuring that special meals are made available to participants with disabilities who have a medical statement on file documenting that their disability restricts their diet.
- 9. Implementing procedures to process and resolve civil rights (discrimination) complaints and program-related complaints, including maintaining a complaint log and working with the appropriate person to resolve any complaint.
- 10. Developing a method, which preferably uses self-identification or self-reporting, to collect racial and ethnic data for potentially eligible populations, applicants, and participants.

### **Notifications**

The U.S. Department of Agriculture's (USDA) "And Justice for All" civil rights poster or a substitute poster approved by the USDA's Food and Nutrition Service shall be displayed in areas visible to the district's nutrition program participants, such as food service areas and school offices.

The coordinator shall notify the public, all program applicants, participants, and potentially eligible persons of their program rights and responsibilities and steps necessary for participation. Applicants, participants, and the public also shall be advised of their right to file a complaint, how to file a complaint, the complaint procedures, and that a complaint may be file anonymously or by a third party.

In addition, all forms of communication available to the public regarding program availability shall contain, in a prominent location, the following statement:

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, (including gender identity and sexual orientation), age, disability, and reprisal or retaliation for prior civil rights activity.

### **Business and Noninstructional Operations**

### Nutrition Program Compliance

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720- 2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at <a href="https://www.usda.gov/sites/default/files/documents/usda-program-discrimination-complaint-form.pdf">https://www.usda.gov/sites/default/files/documents/usda-program-discrimination-complaint-form.pdf</a>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or

Fax: (833) 256-1665 or (202) 690-7442;

Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Forms of communication requiring this nondiscrimination statement include, but are not limited to, web sites, public information releases, publications, and posters, but exclude menus. The nondiscrimination statement need not be included on every page of program information on the district's or school's web site, but the statement or a link to the statement shall be included on the home page of the program information.

A short version of the nondiscrimination statement, stating, "This institution is an equal opportunity provider," may be used on pamphlets, brochures, and flyers in the same print size as the rest of the text.

### **Business and Noninstructional Operations**

### Nutrition Program Compliance

### **Complaints**

Any complaints regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses should be submitted directly to the California Department of Education (COE).

When a complaint alleging discrimination of the basis of race, color, national origin, sex, sexual orientation, gender identity, age, or disability is unresolved at the district level, the coordinator shall submit the complaint to the U.S. Department of Agriculture (USDA).

- 1. Child Nutrition Program Civil Rights and Program Complaint Coordinator, California Department of Education (CDE), Nutrition Services Division, 1430 N Street, Room 4503, Sacramento, CA 95814-2342 or call (916) 323-8531 or (800) 952-5609.
- 2. U.S. Department of Agriculture (USDA), Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, (866) 632-9992, (800) 877-8339 (Federal Relay Service English), (800) 845-6136 (Federal Relay Service Spanish), fax (202) 690-7442, or emailprogram.intake.usda.gov.

Any complaint concerning the district's nutrition programs shall be investigated using the process identified in AR 1312.3 - Uniform Complaint Procedures.

Legal Education Code 200-262.4; 48985; 49060-49079; 49490-49590

Reference: Penal Code 422.6

Code of Regulations, Title 5, 3080; 4600-4687; 4900-4965 United States Code, Title 20, 1400-1482; 1681-1688, Title IX

United States Code, Title 29, 794, Section 504

United States Code, Title 42, 2000d-2000d-7 Title VI; 2000e-2000e-17

Title VII; 2000h-2000h-6 Title IX; 12101-12213

Code of Federal Regulations, Title 7,210.23; 215.7; 215.14; 220.7;

225.3; 225.7

Code of Federal Regulations, Title 28, 35.101-35.190; 36.303 Code of Federal Regulations, Title 34, 100.1-100.13; 104.1-104.39

Section 504; 106.1-106.61 (especially 106.9)

Policy Adopted: 04/11/2017

Policy Amended: 10/06/2020; 05/02/2023

### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

CONSENT CALENDAR NO. 9

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer

**SUBJECT: Authorization to Dispose of Surplus Property** 

The Superintendent recommends that the Board of Education declare an ice maker located at College View School 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.

# GUSD: Surplus Property/Equipment Disposal Form

Date:

4/19/23

Nutrition Serv./ College View

Originating Site:

Jennifer C. Gonzales

contact Person:

(818) 552-2677

Dead Line Date: 5/4/23

Contact Phone #:

(15 days from date listed above)

rev. 3/7/2019

Please complete the following information pertaining to property/equipment to be declared surplus and send this form to the Warehouse. Form will be faxed to other sites. ALL TAGGED TECHNOLOGY ITEMS REQUIRE A GUSD TAG NUMBER AND/OR SERIAL NUMBER BEFORE SUBMITTING.

A sample of the completed form would be as follows:

Quantity	Description of Item	GUSD Bar Code	Serial Number	Manufacturer/Supplier	Location at Site	Condition
1	Copier Machine	1234567	Z756319832A	ABC Manufacture	Room 244	Usable
25	Student desks	None	None	ABC Furniture Company	Room 213/324	Junk
~	Overhead Projector	2345678	T1765790	3m, Model 66-AC	Room 316	Not Working

## Surplus Property/Equipment Disposal Form

Condition	Junk			
Location at Site	Kitchen			
Manufacturer/Supplier	Follet/00155473			
Serial Number	E71593025 15			
GUSD Bar Code	N/A			
Description of Item	Ice Maker			
Quantity	1			

### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 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 Services Agreement between Glendale Unified

**School District and Savvas Learning Company** 

The Superintendent recommends that the Board of Education approve a Services Agreement between Glendale Unified School District, on behalf of Armenian Sisters' Academy, and Savvas Learning Company in the amount of \$2,800 to assist teachers to better support student achievement in the new science program.

Glendale Unified School District has entered into a services agreement, on behalf of Armenian Sisters Academy, with Savvas Learning Company to assist teachers to better support student achievement by providing an overview of teacher resources, assessment, differentiated instruction and technology for the new science program.

Equitable Services is a district program under the Elementary and Secondary Education Act (ESEA) reauthorized as the Every Student Succeeds Act (ESSA), which includes Participation by Private School Children and Teachers as defined under Section 1117 and Section 8501, Participation by Private School Children and Teachers (under Uniform Provisions Subpart 1, Private Schools). Equitable Services requirements apply to the following programs:

- Title I. Part A and C to increase academic achievement
- Title II, Part A to supplement the private school's professional development based on student needs
- Title III, Part A to service identified English Learners and immigrant students
- Title IV, Part A and B to support a well-rounded education, improving school conditions for student learning, and effective use of technology

Glendale Unified School District Consent Calendar No. 10 May 2, 2023 Page 2

Service will be provided from June 2, 2023, through June 30, 2023. The total cost of \$2,800 will be covered by Title II 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. 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

### 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 Savvas Learning Company, 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 06/02/2023 and will diligently perform as required and complete performance by 06/30/2023

### 2. Scope of Services

Saavas Learning company to assist teachers at Armenian Sisters' Academy private school to better support students achievement by overview of teacher resources, assessment, differentiated instruction, and technology for the new science program.

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: \$2,800.00

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

- Employee Eligibility Verification: The Contractor warrants that it fully complies with all (i) 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, it 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
Commercial General Liability Insurance, including Bodily	
Injury, Personal Injury, Property Damage, Advertising Injury, and	
Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Professional Liability	\$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

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:

<u>District</u> :	Contractor:	
Glendale Unified School District	Savvas Learning Company	
223 N. Jackson Street	3075 W. Ray	
Glendale, California 91206	Chandler, AZ 85226	
ATTN: EAFE Department		

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:

**	
X	Signed Agreement
X	Workers' Compensation Certification (Attached as Exhibit A)
X	Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
X	Insurance Certificates and Endorsements
X	W-9 Form
X	Non-collusion Declaration (Attached as Exhibit C)
X	Tuberculosis Clearance (Attached as Exhibit D)
X	COVID-19 Vaccination Clearance (Attached as Exhibit E)
X	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

first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the Vice President. The second corporate officer signature must be one of the following: 1) Secret Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corpo acceptable when accompanied by a corporate resolution demonstrating the legal authority of the	ther set forth. The President; 3) an etary; 2) Assistar orate signature is		
Signature  Matt Stricker  Print Name  By:  Signature  Title  Dated: 04/11/2023  Title  Title  Dated:	ther set forth. The President; 3) an etary; 2) Assistar orate signature is		
Matt Stricker  Print Name  By: Signature Title  Dated:  Dated:  Dated:  Dated:  Print Name  *If the Contractor is a corporation, signatures of two specific corporate officers are required as furth first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the Vice President. The second corporate officer signature must be one of the following: 1) Secret Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corpo acceptable when accompanied by a corporate resolution demonstrating the legal authority of the	ther set forth. The President; 3) an etary; 2) Assistar orate signature is		
Print Name  By: Signature Title Dated: Print Name  *If the Contractor is a corporation, signatures of two specific corporate officers are required as furth first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the	ther set forth. The President; 3) an etary; 2) Assistar orate signature is		
By:  Signature  Dated:  Print Name  *If the Contractor is a corporation, signatures of two specific corporate officers are required as furth first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the Vice President. The second corporate officer signature must be one of the following: 1) Secret Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corpo acceptable when accompanied by a corporate resolution demonstrating the legal authority of the	ther set forth. The President; 3) an etary; 2) Assistar orate signature is		
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Information regarding Contractor:	l. o.u.		
	Employer Identification Number:		
84-3531648			
Address: 3075 W Ray Telephone: 800-848-9500	)		
Chandler, AZ 85226 Email: k12customerservice	Email: k12customerservice@savvas.com		
Type of Business Entity: NOTE: Section 6041 of the In			
Individual Section 1 6041-1 of Title 26 o	Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of		
Sole Proprietorship Eaderal Regulations (26 C F			
Partnership Limited Partnership  requires the recipients of \$60			
	C		
Corporation, State: the payer. In order to complete			
10 III/IDSB INEI/ 18XB3VEC IIII	oly with these equires the		

### Glendale Unified School District

By: Dr. Kelly King	Assistant Superintentdent		
Signature	Title		
	Dated:	, 20	
Print Name			

# ADDENDUM A

# SCOPE OF WORK DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

Savvas Learning Company to assist teachers at Armenian Sisters' Academy private school to better support students achievement by overview of teacher resources, assessment, differentiated instruction, and technology for the new science program.

# ADDENDUM B

"Cost Proposal"

Not to exceed 2,800.00 Total.

# **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:	04/11/2023	
Name of Contractor:	Savvas Learning Company	
Signature:	Matt Stricker Matt Stricker (Apr 11, 2023 16:56 CDT)	
Print Name and Title:	Matt Stricker	VP Operations

(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.

		must be checked, with the corresponding certification provided, and this form attached essional Services ("Agreement").
	45125.1 apply	ing and criminal background investigation requirements of Education Code section to Contractor's services under this Agreement and Contractor certifies its compliance isions as follows:
	investigation reemployees, sub- whether those independent cor- providing service that none of the section 45122.1	ifies that the Contractor has complied with the fingerprinting and criminal background equirements of Education Code section 45125.1 with respect to all Contractor's contractors, agents, and subcontractors' employees or agents ("Employees") regardless of Employees are paid or unpaid, concurrently employed by the District, or acting as ntractors of the Contractor, who may have contact with District pupils in the course of ces pursuant to the Agreement, and the California Department of Justice has determined use Employees has been convicted of a felony, as that term is defined in Education Code at Complete and accurate list of all Employees who may come in contact with District e course and scope of the Agreement is attached hereto.
X 7	criminal backg	ualifies for a project specific waiver of the Department of Justice (DOJ) fingerprint and round investigation for the following reason(s) permitted by Education Code section and approved by the District.
	PLEASE	CHECK ALL APPROPRIATE BOXES AND SIGN BELOW:
	x	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:
		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 Cartification List)

#### Glendale Unified School District

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:	04/11/2023	
Name of Contractor or Company:	Savvas Learning Compa	ny
Representative's Name and Title:	Matt Stricker	VP Operations
Signature:	Matt Stricker Matt Stricker (Apr 11, 2023, 16:56 CDT)	

# EXHIBIT "C"

# NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

(Public Contract Code section 7106)

The undersigned declares:
I am the VP of Operations of Savvas Learning Company, 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 4/11/2023 [date], at Chandler [city], Arizona [state].
Matt Stricker  Matt Stricker (Apr 11, 2023 16:56 CDT)  Signature
Matt Stricker

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 Savvas Learning Co. ("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.

certific	ate on behalf of Co	ontractor.	
employ	ees of subcontra	•	extends to all of its employees, subcontractors, and the District students regardless of whether they are tors of the Contractor.
Contrac Agreen		at least one of the following ite	ems applies to the Services that are the subject of the
	respect to all Con District students verified that non Contractor's empl	atractor's employees and all of its in the course of providing Servi- ne of those employees have a	s requirements of Education Code Section 49406 with subcontractors' employees who may have contact with ces pursuant to the Agreement, and the Contractor hat ctive tuberculosis. A complete and accurate list operated to enter the contract with District ment is attached hereto; and/or
	will not be done	•	be be provided at an unoccupied school site only and/oremployee and/or subcontractor or supplier of any tier of dents.
Date:		04/11/2023	
Name o	of Contractor:	Savvas Learning Comp Matt Stricker	pany
Signatu	ıre:	Matt Stricker (Apr 11, 2023 16:56 CDT)	
Print N	ame and Title:	Matt Stricker	VP Operations

#### **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 Savvas Learning Co. ("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:	Savvas Learning Company	
Signature:	Matt Stricker  Matt Stricker (Apr 11, 2023 16:56 CDT)	
Print Name and Title:	Matt Stricker	VP Operations
Date:	04/11/2023	

#### **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 (<a href="https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf">https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf</a>; "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 (<a href="https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions">https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions</a>).

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:	Savvas Learning Company	
Signature:	Matt Stricker Matt Stricker (Apr 11, 2023 16:56 CDT)	
Print Name and Title:	Matt Stricker	VP Operations
Date:	04/11/2023	

# <u>DEBARMENT AND SUSPENSION CERTIFICATION FORM</u> (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 statues; 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 04/11/2023	day of, 20 _	
Matt Stricker By Matt Stricker (Apr 11, 2023 16:56 CDT)		
Authorized Signature for Contr	ractor	
Matt Stricker	<b>VP Operations</b>	
Printed Name and Title		

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 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: Acceptance of the Notice of Award for a Second Allocation for

the Refugee School Impact (RSI) Program

The Superintendent recommends that the Board of Education accept the Notice of Award for a second allocation for the Refugee School Impact (RSI) program in the amount of \$405,000 for the Federal Fiscal Year (FFY) 2023.

The California Department of Social Services (CDSS), Office of Immigrant Youth (OIY) announced a second allocation for the Refugee School Impact (RSI) program for the Federal Fiscal Year (FFY) 2023. The funding award for Glendale Unified School District is \$405,000. This allocation is for the FFY of October 1, 2023, through September 30, 2024.

In January 2023, Glendale Unified School District was granted funds for the RSI program in the amount of \$141,889.11, which is tied to the FFY of October 1, 2022, through September 30, 2023.

The goal of the RSI program is to provide resources to impacted school districts that have received significant numbers of eligible students to address the obstacles confronting these children so they may succeed in their academic endeavors and social integration. The RSI grant assists refugee school-age students to improve their academic performance and social adjustment to schools through activities, such as supplemental English language instruction; after-school tutoring programs focused on helping refugee students understand and complete assignments; after-school/summer programs that support remedial work or promote school readiness; and parental involvement programs.

The notice of award is subject to the execution of a written amendment to Agreement RSI22-GUSD. The CDSS will be in contact to execute budget amendments to reflect the current allocation for FFY 2023.

Glendale Unified School District Consent Calendar No. 11 May 2, 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

May 2, 2023

**CONSENT CALENDAR NO. 12** 

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Lena Kortoshian, Director, Teaching & Learning

SUBJECT: Adoption 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 (Philosophy, A Text with Readings) for use in high schools in the area of History/Social Science.

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** 

Philosophy, Grades 9-12

Philosophy, A Text with Readings by Manuel Velasquez

Basic

Published by Cengage Learning, 2017

**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. 12 May 2, 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

May 2, 2023

#### CONSENT CALENDAR NO. 13

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Brook Reynolds, Executive Director, Elementary Education

SUBJECT: Approval of Services Agreement between Glendale Unified

School District and EnrichLA for Thomas Jefferson

**Elementary School** 

The Superintendent recommends that the Board of Education approve a Services Agreement between Glendale Unified School District and EnrichLA, in the amount of \$24,317, for a new edible teaching garden and outdoor classroom nature center at Thomas Jefferson Elementary School.

Glendale Unified School District will enter into agreement with EnrichLA to construct a new edible teaching garden and outdoor classroom nature center, at Thomas Jefferson Elementary School.

EnrichLA will supply all the necessary materials for the garden and outdoor classroom, including planter beds, drip irrigation, fences, benches and a teaching station. The contractor will submit project planning approval and permits to the District, will adhere to all District protocols, and have all plants approved by District. The garden will be constructed in an unpaved area of the school campus. The contractor will have all work approved by the Office of Environmental Health & Safety and Asset Management.

The agreement will be in effect from April 19, 2023, through June 30, 2023. The total cost of \$24,317 will be funded by Thomas Jefferson Elementary School's Expanded Learning Opportunities Grant.

**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. 13 May 2, 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

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 EnrichLA , 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 19, 2023 and will diligently perform as required and complete performance by June 30, 2023.

# 2. Scope of Services

Refer to Addendum A. Services to be provided to Thomas Jefferson Elementary School.

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: Total fee not to exceed \$24,317.00

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, it 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
Commercial General Liability Insurance, including Bodily	
Injury, Personal Injury, Property Damage, Advertising Injury, and	
Medical Payments	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000
Professional Liability	\$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

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: Santhasundari (Santha) Rajiv

Contractor:

ENIRICHLA. 2173 CED ARHURST. DR.

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)
- \_\_\_X \_\_X \_\_X \_\_X \_\_X \_\_X 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: DNRICHLA.		
By: Johnts of Gudy Signature Print Name	Title Dated: MAR 22	10L 
By:		
Signature	Title	
·	Dated:	, 20
Print Name		
Vice President. The second corporate officer signature must be becretary; 3) Chief Financial Officer; 4) Assistant Treasurer. cceptable when accompanied by a corporate resolution demonstrate company. (California Corporations Code Section 3 13)  Information regarding Contractor:	Alternatively, a single corp	orate signature is
License No.:	Employer Identification Num	ber:
DLN 170534913 290 41  Address: 2173 CODARHURSTDR  LA .CA 90027.	27-27-976 Telephone: 323-37 Email:	87 17-63W
Type of Business Entity: IndividualSole ProprietorshipPartnershipLimited PartnershipCorporation, State:Limited Liability Company  Other:	NOTE: Section 6041 of the Revenue Code (26 U.S.C. 60 Section 1.6041-1 of Title 26 Federal Regulations (26 C.F. requires the recipients of \$6 to furnish their taxpayer in the payer. In order to comprequirements, the District r	041) and of the Code of F.R. 1.6041-1) 00.00 or more formation to oly with these

# **Glendale Unified School District**

By:		
Signature	Title	
	Dated:	, 20
Print Name		

# ADDENDUM A

SCOPE OF WORK
DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

NEW GARSON AS SHOWN WATTACONDS QUOTE.

# ADDENDUM B

"Cost Proposal"

#### **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 selfinsure 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 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. П 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 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).

# Glendale Unified School District

	Surveillance of all employees of the Contractor by OWNER AUTHORIZED REPRESENTATIVE.
EXCEPTIO endangered	es provided by the Contractor are for an "EMERGENCY OR DNAL SITUATION," such as when pupil health or safety is or when repairs are needed to make school facilities safe and [Education Code section 45125.1(b)]
attached employee list(s) is accurate. employees, subcontractors, and employ whether they are designated as employ that it is the Contractor's sole res	rjury, I certify that the information contained on this certification form and I understand that background clearance extends to all of Contractor's vees of subcontractors coming into contact with District pupils regardless of yees or acting as independent contractors of the Contractor. I understand ponsibility to maintain, update, and provide the District with current and Check Certification," along with the employee list, throughout the ess.
	nat I am a representative of the Contractor currently under contract with ne facts herein certified, and am authorized and qualified to execute this
Date:	3/22/2012
Name of Contractor or Company:	ENRICALA.
Representative's Name and Title:	Tomas or GRADY EXECUIR.
Signature:	Jours Dud

# **EXHIBIT "C"**

# NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

(Public Contract Code section 7106)

The undersigned declares:
I am the EXECUL of ENRICHLA, 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 shar 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].
20'2? Johnsto Gud.

# EXHIBIT "D" TUBERCULOSIS CLEARANCE

The undersigned does hereby certify to the Governing Board of the District as follows:

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 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
- 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:

Name of Contractor:

Signature:

Print Name and Title:

execute this certificate on behalf of Contractor.

COVID-19 Vaccination Status and Periodic Testing:

### **EXHIBIT "E"**

# COVID-19 VACCINATION ADDENDUM TO GLENDALE UNIFIED SERVICES AGREEMENT

I am a representative of the ENRICALA ("Contractor") currently entering into this Agreement with

the District and I am familiar with the facts herein certified, and am authorized and qualified to

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

Contractor will ensure that all of its

The undersigned does hereby certify to the Governing Board of the District as follows:

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:

Date:

Date:

#### **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 (<a href="https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf">https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf</a>; "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 (<a href="https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions">https://home.treasury.gov/policy-issues/financial-sanctions-programs-and-country-information/ukraine-russia-related-sanctions</a>).

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 Russian entities, and directly providing support to the government and people of Ukraine.

Name of Contractor:

Signature:

Print Name and Title:

Date:

Signature:

Signature:

Tomas o' Glassi . Leach C.

Signature:

Signature:

Tomas o' Glassi . Leach C.

Signature:

Signature:

Signature:

Signature:

Tomas o' Glassi . Leach C.

Signature:

Sig

# **EnrichLA**

2173 Cedarhurst Drive Los Angeles CA 90027 LAUSD Vendor No: 1000005673

Tax ID: 27-2797687



323 813 1768 | **Team**@enrichla.org

Thomas Jefferson Elementary School 1540 5th St, Glendale, CA 91201 Attention: Armineh Alexan	Quote # : 2023feb27k		
LAUSD VENDOR NUMBER 1000005673		Date: 2/27/2023	
Description		Amount	
Expected School contribution:		\$24,317.00	
Approximate proposed work completion date by: 9/1/2023 JEFFERSON. New edible teaching garden and outdoor classroom NATU CENTER on unpaved area at the location agreed to include new redwork beds (6 to 7) with fence trellis at edge, redwood picnic tables(4), all irrigation + controller, horserail fence redwood, 3 to 5 fruit trees, gard and teaching station/chalkboard, CNC cut garden signs. Outdoor Class be redwood tables clustered around the chalkboard area teaching stat outdoor sink/washing station. + shade sail over seating area on adjace + TREE STUMP CONVERSATION Circle + Compost station + shade sails butterfly garden	new drip den sign room to ion, Also	3	
Planning and permits: All work by submittals to district project appr tracking sheet and subsequent Lic. Agreement. All District protocols to be adhered to. All plants to be district approve work to be as approved by OEHS and Asset management. see details and examples in gallery			
Provide insurance INCLUDING workers comp Thomas Jefferson Elementary School Quote 2023feb27k New gardens natur and outdoor classroom \$24317 aalexan@gusd.net	e center		
Comments & Instructions :	Sub Total	\$ \$24,317.00	
	Total	\$ \$24,317.00	

# Terms & Conditions:

- Please make all checks payable to : ENRICHLA 2173 CEDARHURST DRIVE, LOS ANGELES, CA 90027

- ENRICHLA is a 501-C-3 non-profit.

- Contact: Executive Director Tomas O'Grady at tomasogrady@enrichla.org with any questions

Office Contact: 323.377.6320

GARDEN RANGER weekly PROGRAM Education and garden care LEARN MORE HERE

# New gardens nature center and outdoor classroom

At Thomas Jefferson Elementary School

JEFFERSON. New edible teaching garden and outdoor classroom NATURE CENTER on unpaved area at the location agreed to include new redwood raised beds ( 6 to 7 ) with fence trellis at edge, redwood picnic tables(4), all new drip irrigation + controller, horserail fence redwood, 3 to 5 fruit trees, garden sign and teaching station/chalkboard, CNC cut garden signs. Outdoor Classroom to be redwood tables clustered around the chalkboard area teaching station, Also outdoor sink/washing station. + shade sail over seating area on adjacent asphalt + TREE STUMP CONVERSATION Circle + Compost station + shade sails + butterfly garden

The following set of standards may or may not apply to this project.

**Redwood Raised Beds:** Garden boxes typical 4' x 8' x 18", with district approved separation fabric to existing soil.

**Soil :** Kellogg Garden Organics Raised Bed & Potting Mix or equal with Peat moss & coconut coir added for improved moisture retention. All organic with added fertilizers: bat guano, chicken manure, dairy manure, worm castings, kelp meal and feather meal. OMRI certified organic!

Irrigation: Netafim Techline CV Drip Tube, 12 in. Emitter Spacing, .26 GPH, 17mm Diameter.Rainbird PRF075RBY - 3/4 in. Pressure-Regulating Filter (RBY) 3/4 in. static. PF RBY Filter Cap has sealing O-ring and unthreads to provide access to the filter element for easy cleaning. 30 psi pressure regulator is integrated into the filter body. 200 mesh (75 micron) screen pre-assembled. Orbit One/two Outlet Single-Dial Watering-controller. Battery.

**Hand Watering:** 304'Stainless Steel Garden Hose, Lightweight Metal Hose' Kink Free (50FT, Stainless)+ Steel Wall-Mounted Heavy Duty Garden Hose Holder.

Redwood picnic tables: Unfinished, untreated smooth common redwood.

**Garden Sign and Chalkboard and teaching station.** CNC cut sign on chalkboard flat color finish Medium density overlay panel (MDO panel), with a weather-resistant resin overlay bonded to the wood by heat and pressure.

Compost Kit: Tumblers, signs, easy off buckets

Fruit Trees: From district approved list.

**Shade Sails:** Fabric material, permeable, allows water and airflow to go through to prevent pooling water. 95% UV blockage, seamed edges, corners are finished with stainless steel D ring.

Washing Station: Redwood top, Sink, Stainless steel sink 18 1/8x15 3/4 " T&S 5F-1SLX10 Single Supply Deck Mount Faucet with 10" Swivel Nozzle - ADA Compliant

**Painted and or Stenciled Asphalt:** StreetBond SB-120 100% Acrylic Pavement Coating or similar stain/paint over existing asphalt after pressure washing.

Bark floor: Wood chips forest floor over landscape fabric or cardboard between beds.

**Planning and permits:** All work by submittals to district project approval tracking sheet and subsequent Lic. Agreement.

#### GLENDALE UNIFIED SCHOOL DISTRICT

May 2, 2023

#### CONSENT CALENDAR NO. 14

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Dr. Brook Reynolds, Executive Director, Elementary Education

SUBJECT: Acceptance of DonorsChoose Award for Balboa Elementary

School

The Superintendent recommends that the Board of Education accept funding from DonorsChoose in the amount of \$464 to support a project submitted by Balboa 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:

# Balboa Elementary School – Seran Krikorian, Teacher

**Project: Komfy Kinders** 

This project was awarded new sets of stacking stools and little kids' scoop rockers, furnished by Amazon Business, and a gift card for Teachers Pay Teachers, for a total value of \$464. The new stools and rockers will create a more comfortable space for all the kindergarten students in the classroom to enjoy library reading time and give them the ability to join together for small group lessons. The gift card will be used to purchase additional math and literacy hands-on educational resources to make small group learning a more efficient and productive experience for the students.

**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

May 2, 2023

#### **CONSENT CALENDAR NO. 15**

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

#### SUBJECT: Acceptance of Antibias Education Grant

The Superintendent recommends that the Board of Education accept the four-year Antibias Education Grant in the amount of \$200,000 from the California Department of Education to improve upon existing anti-bias initiatives and implement new initiatives to achieve a more inclusive and equitable school district for students, families, staff and the community.

Staff were notified on December 23, 2022, that GUSD was selected to receive the Antibias Education Grant. The formal Grant Award Notification was received by the District on April 17, 2023. This is a four-year grant for a total of \$200,000.

In preparation to apply for the grant, a Landscape Analysis was conducted in the Spring of 2022 using a consultant. Each middle and high school was represented by staff engaged in the work of improving school culture. The findings indicated that GUSD has many areas of need in terms of bias and prejudice leading to conflict, but is poised to make substantial gains in improving the organization's cultural competence with cultural humility as the end goal. The analysis found that there is a gap between cultural humility as a standard practice on the individual level vs the collective level. The findings indicate that schools have foundational tools in place to support anti-bias education including improving staff capacity in asset-based youth development modalities. Schools have recently focused on Social Emotional Learning as schools begin to understand the correlation between mental health and wellbeing and academic outcomes for students.

Funds from this grant will be used to implement three initiatives to promote needed change.

The Collective Impact Initiative will work to develop a shared vision to improve climate as it relates to sociocultural inclusion. The initiative will examine existing anti-bias initiatives including restorative justice, student wellness centers, positive behavior interventionists (PBIS), and Diversity, Equity, and Inclusion education to coordinate the deployment & strengthen the impact of these resources in schools. This will include

administrators, teachers, counselors, teacher specialists, parents/guardians, students, and community partners to build shared understanding of change needed and align resources towards a plan of action. Recommendations will guide the grant implementation for the next 2-3 years focusing on two goals: to increase students' and community capacity for cultural humility, inclusion, & celebration of diversity; and to create a shared understanding of the vitality of a community that understands and champions equity and inclusion. The *Collective Impact Initiative* will be guided by an outside consultant. This will include up to 18 hours each month for planning, design, implementation, data collection and presentations. The collective impact study will define the work for the next three years of the grant with the consultant continuing to support that work. The yearly cost for the collective impact work along with the ongoing support is approximately \$16,000.

The Learning Together Initiative will provide professional learning within GUSD and extend to community members, students, and families around pedagogy that is culturally inclusive and sustaining for all humans. The District will establish regularly scheduled meetings through the Learning Together Initiative professional development sessions and a youth asset-building program to supplement the work of external partners with districtdeveloped learning opportunities. Cultural humility and harmony are achievable if our entire community, not just educators, are well versed in anti-bias, anti-racist, and culturally inclusive pedagogies. By tracking qualitative and quantitative data, GUSD expects to see material improvement in results on multiple metrics displayed in a District dashboard, including Panorama socioemotional survey, CA Healthy Kids Survey, major and minor behavior incidents, school attendance rate, chronic absenteeism rate, dropout rates, suspension rates, math and English language arts proficiency rates. Baseline data and target goals will be established. The District will offer training and interventions for personnel in collaboration with the consulting team and organized community groups such as the PTA. Topics will include implicit bias as well as training and dialogue around equity, diversity and inclusion (race, gender, gender identity, sexuality, religion, class, ethnicity, and culture), restorative justice, cultural humility, and intergroup dialogue. The training will initially focus on school staff and will evolve to include school community members. The cost for the consulting group to provide training each year will be approximately \$19,000.

The Common Ground Club Initiative will develop the leadership capacity of at-risk youth and empower them to form and build campus clubs focused on building sociocultural understanding and alliances with their diverse peers. Each middle and high school will design Common Ground Clubs- student-led and guided by adult facilitators, to foster dialogue, acceptance, cultural competence, and cultural humility. By resourcing and empowering the students most impacted by discrimination or intolerance, GUSD will build

on the assets of its youth to help stop racism and bias. Students will build their cultural competence and cultural humility to become peer ambassadors empowered to build common ground. The goal is for students to feel: 1) more connected to their school community, 2) more empathetic and inclusive toward the diverse student groups on campus and in their communities, 3) confident and equipped to resolve conflicts on campus, and 4) able to focus more fully on academics and life-readiness. Since the issues are both school and community based, the solutions are wide-ranging. Participants will be recruited from schools and the community using existing structures including the Superintendent's Committee on Culturally Relevant and Responsive Education, which includes over 100 members representing all key groups. The Common Ground Initiative will undertake youth asset building focusing on the realms of personal identity work, leadership development, and sociocultural understanding and alliances. The District will identify secondary student facilitators to build and lead campus clubs. These facilitators, site mentors, and all club members will be exposed to the anti-bias assets focused on Learning for Justice standards, Diversity/Equity/Inclusion working initiatives, the Collective Impact Initiative, and professional development offered to community members on championing equity. The purpose of these activities is to build capacity as youth leaders who can influence peers to work together to create harmonious schools free from bias and racism. Student leaders will design a year of social and educational programming for their peers such as documentary screenings, local activism, campus connection activities, field trips, debates, guest speakers, and sociocultural celebrations. Lead teachers will be identified at each of the nine secondary campuses and will be paid extra hourly of approximately \$1,721 for a total of \$15,489 per year.

GUSD will review several measures, both qualitative and quantitative, to measure the impact of the initiatives outlined. The goal is to bring about greater empathy, care, compassion, and understanding for students and adults with different backgrounds and increased positive interaction between different groups. Many of these are reflected in the Panorama socioemotional survey that is administered twice a year to students in Grades 4-12. This will be supplemented with an open-ended questionnaire created by the *Common* Ground Clubs to capture student voices and better understand the impact of the efforts beyond the survey. A similar questionnaire will also be developed for adult community members to gather more information on the impact of these initiatives. In addition, academic, behavioral, and socioemotional data points as well as attendance rates to establish a baseline for each will be gathered. These include school climate as measured by the Panorama socioemotional survey, the CA Healthy Kids Survey, major and minor behavior incidents, school attendance rate, chronic absenteeism rate, middle and high school dropout rates, suspension rates, math proficiency rates and English language arts proficiency rates. Whenever possible, while safeguarding student privacy, demographic information for each data point will be included to determine the impact of the initiative

on various student groups. Demographic information may include race, gender, socioeconomic status, ethnicity, and English language proficiency. Successful implementation will be measured by observing material increases in these metrics, particularly for groups initially identified as most vulnerable. Qualitatively, student feedback from listening sessions will be gathered to validate the quantitative data. The District is committed to advocating for and observing stronger ties between different student and adult groups based both on various quantifiable data points as well as observed interactions on campuses, in meetings, and in public discourse opportunities such as Board meetings.

The data points will be collected through surveys, CALPADS reports, and the District's student information system. Baseline and progress monitoring data will be collected in the following areas: school climate as measured by the Panorama socioemotional survey, the CA Healthy Kids Survey, quarterly major and minor behavior incidents, quarterly school attendance rate, the chronic absenteeism rates, middle and high school dropout rates, quarterly suspension rates, math proficiency rates and English language arts proficiency rates, and student and adult questionnaires (twice a year). Once the Common Ground Club *Initiatives* are established, vulnerable student groups will be identified, and a supplemental questionnaire will be created to better understand to what extent they feel that the District promotes and elevates diversity, equity and inclusion. The annual parent/guardian survey instrument will be updated to allow parent/guardian reflections on the impacts these alliances are having on their children. With these data points established, a "diversity, equity, and inclusion dashboard" will be created, which will allow easy access and analysis to the data points and allow users to identify trends and patterns based on data points and demographics to help inform next steps. The various quantitative data points, along with qualitative questionnaires, will be consolidated and summarized in a comprehensive dashboard.

A dashboard, which will allow users to easily access and analyze these extensive data points, will be built using a program called Power BI. Power BI will offer visualizations of the data, multi-level reports at the student, grade, school and District level, and will facilitate the comparison of data points over time to track growth. These data points will be gathered by the Innovation, Instruction, Assessment and Accountability (IIA&A) department; the Student Support Services department; and the Education Technology and Information Services (ETIS) department. The dashboard will be built collaboratively by the IIA&A and ETIS departments, which have collaborated on similar projects in the past. Whenever possible, the dashboard will be linked to the student information system in order to regularly sync with the most up-to-date data to inform practitioners of progress and to better address the findings. Syncing with available systems will make the collection of identified outcome measures as efficient as possible and allow greater time to analyze

qualitative data that captures the voices of students and adults and their experiences in their own words. These qualitative metrics, which will be gathered twice a year, will contribute a narrative to the dashboard data in order to accurately display the overall outcome of the district's efforts with its anti-bias initiatives. The results will be reassessed multiple times throughout the year as part of our own cycle of inquiry. Quarterly meetings will be scheduled to review the data and determine next steps using a plan-do-study-act process. By continuously focusing on outcomes and collectively determining next steps to improve, the District will be maximizing the impact of its efforts for students and adults. These meetings will include members from the Collective Impact Initiative, which consists of representatives from programs and initiatives such as restorative justice, teachers on special assignment; wellness center(s), PBIS, school-based mental health providers, counselors, teachers, administration, community partners, parents and students. The consulting team, led by Angel Villasenor, will provide technical assistance to examine data and determine next steps. Based on the findings, the program will be adjusted as needed to ensure continual progress. The most up-to-date information will be used to measure progress and collectively celebrate progress towards a more inclusive and equitable school district.

**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

May 2, 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:

Deidre Corwin, Interim Director, CDCC

SUBJECT:

Community Partnership with GUSD and the City of

Glendale for Child Care

The Superintendent recommends that the Board of Education enter into a local agreement with the City of Glendale to provide child care on campus at Edison Elementary School for the 2023-2024 school year.

The Glendale Unified School District proposes to enter into a partnership with the City of Glendale to provide child care on campus for Edison Elementary School for the 2023-2024 school year in order to meet the needs of families requesting child care.

The City of Glendale will be providing child care for students in grades 1-6 from school dismissal until 6 p.m. on school days, at a cost of \$270 per month. The City of Glendale will be responsible for charging and collecting fees from the families they will serve, as well as for staffing the program. The CDCC and the City 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 the City of Glendale is included here.

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.

# MEMORANDUM OF UNDERSTANDING AND LICENSE AGREEMENT FOR USE OF SCHOOL SITE BETWEEN GLENDALE UNIFIED SCHOOL DISTRICT AND THE CITY OF GLENDALE

THIS MEMORANDUM OF UNDERSTANDING AND LICENSE AGREEMENT ("Agreement") is entered into on \_\_\_\_ day of May 2023 ("Effective Date"), between the GLENDALE UNIFIED SCHOOL DISTRICT, a California public school district ("District"), and THE CITY OF GLENDALE, a municipal corporation ("Licensee") (collectively, "Parties" or individually, "Party"), 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 Edison Elementary School ("School Site").

#### **AGREEMENT**

NOW, THEREFORE, the Parties hereto for the consideration hereinafter expressed, covenant and agree as follows:

- 1. <u>Grant of License and Use of School Site Facilities</u>. The District grants a non-exclusive license to Licensee to use School Site's facilities ("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. This Agreement does not affect any other agreements between the Parties relating to the School Site.
- 2. <u>Recreational Afterschool Program Services</u>. 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. Collecting fees from participating families at the rate of Two Hundred Seventy Dollars (\$270.00) per month, plus a Seventy-Five Dollars (\$75) one-time registration fee, 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. Developing, in consultation with the District, an evaluation plan to monitor the quality of the Recreational After School Program Services provided, and reporting program attendance to the District monthly, ten days after the end of the previous month.
- c. Coordinating time for students to work on their homework.
- d. Supplying and maintaining an accurate daily sign-in and sign-out log for all students enrolled in the Recreational Afterschool Program, as well as having a staff member review and verify actual attendance rosters against all sign-in/sign-out logs.
- e. Ensuring students are signed-in by staff member and signed-out by parent/guardian or an approved adult on the Pick-Up List at least 18 years of age or older.
- f. Commencing Recreational Afterschool Program Services on the first day of the District's school year and concluding them 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.
- g. Commencing Recreational Afterschool Program Services daily according to each school site's regular and early release bell schedule, and ending the school programming daily at 6:00 p.m.
- h. Optionally operating Recreational Afterschool Program Services outside of the District's traditional calendar school year with the approval of the District.
- i. Hiring, training, and supervising site staff, including the site coordinators and program leaders, with input from District staff, and staffing programs at school sites at a minimum ratio of 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. Seeking regular input from principals (or District designee) regarding performance evaluations, including recommendations and feedback of on-site staff.
- 1. Providing workers' compensation insurance for Licensee's employees and agents as required by law.
- m. Complying 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. Providing all materials, tools, and instrumentalities required to perform the services under this Agreement, including curriculum developed by Licensee as its intellectual property.
- o. Participating in all cross training for site coordinators and site staff.
- p. Completing site emergency plans and related staff training.

- q. Maintaining ongoing communication between Licensee staff and District staff at the School Site regarding student needs and progress, including, but not limited to, attending school-day meetings and/or meetings with identified District personnel where appropriate.
- r. Coordinating 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. Providing homework support and other enrichment activities specifically supporting classroom curriculum and academic goals.
- t. Regularly attending and participating in scheduled governance and operations meetings.
- u. Adhering to proper management and fiscal accountability practices, including maintaining proper insurance coverage, complying with employment laws, and using an accrual method of accounting.
- v. Retaining source documents related to attendance tracking for not less than five (5) years.
- 3. <u>California Expanded Learning Opportunities Program Eligible Pupils</u>. Under California Education Code 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 and shall directly pay the Licensee the monthly enrollment fee of Two Hundred Seventy Dollars (\$270.00) on behalf of all Eligible Pupils identified by the District. 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. <u>Licensee's Employee Processing</u>

- a. 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 such laws currently exist and as such laws may be hereafter amended. Licensee shall retain all such documentation for all covered employees for the period prescribed by the law.
- b. **Indemnification:** 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.

- c. **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 Recreational Afterschool 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 confirmation that all of its employees used to staff the recreational afterschool program has sufficiently cleared the fingerprinting/criminal background check.
- d. **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.
- 5. <u>California State Licensing</u>. Licensee shall operate a recreational enrichment program per California Health and Safety Code section 1593.793, which is a license-exempt program.
- 6. <u>License Fee</u>. 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, 2023. The License Fee is inclusive of maintenance, custodial and utility costs.
- 7. <u>Term.</u> 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 during this Agreement's Term, 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 to a condition immediately preceding an event of negligence or misuse of the School Site's facilities (the "Event") that precipitated the need for repair or replacement, District may, at District's sole discretion, undertake any repair or replacement of the School Site's facilities to a condition immediately preceding the Event 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 of the School Site Facilities used by Licensee 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. <u>Hazardous Materials</u>. 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 or substances reasonably required to be used in the normal course of operation of Recreational Afterschool Program Services.

- d. <u>Non-Interference with District Activities</u>. This Agreement shall not grant either Party, their employees, volunteers or invitees the right to interfere with any activities of each other.
- e. <u>Signage</u>. 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. <u>Locks Keying and Access Authorization</u>. 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.
- g. <u>Parking</u>. No vehicles shall be parked in driveways, loading areas, or other areas not specifically designated for parking.
- h. <u>Utilities</u>. District shall be responsible for payment of all utilities associated with operation and use of the School Site Facilities during the term of this Agreement.
- i. Conduct of Licensee, Employees, Volunteers and Invitees. Licensee shall ensure that all employees, contractors, volunteers, invitees, and all others in attendance have appropriate background and medical clearance, adhere to proper standards of public conduct, and comply with all District policies. Consumption of intoxicating liquors or other controlled substances, smoking, gambling, quarreling, fighting, use of profane language, or indecent exposure is prohibited 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.

a. 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.
- b. 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.

#### 10. Indemnification.

- a. 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 whatsoever, 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.
- b. 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.

- a. During the entire term of this Agreement, Licensee shall procure, pay for and keep in full force and effect the following types of insurance, or program of self-insurance, or both:
  - 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.

- b. For coverage(s) provided by insurance companies, the policies of insurance described above shall be carried with responsible and solvent companies authorized to do business in the State of California. True and correct copies of all certificates of insurance/self-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/self-insurance described above without first giving the District thirty (30) days prior written notice. Should any such policy of insurance/self-insurance be canceled or changed, Licensee agrees to immediately provide the District true and correct copies of all new or revised certificates of insurance/self-insurance.
- 12. <u>Assignability</u>. 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. <u>Data Sharing</u>. 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.

- a. 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.
- b. 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.
- c. 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.
- d. In the event that this Agreement is terminated as provided in Paragraph 14.b. or 14.c. 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.

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15. <u>Non-Solicitation of Employees</u>. 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, Page | 7

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. <u>Nondiscrimination</u>. 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. <u>Submittal of Documents</u>. 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:
  - X Signed Agreement
  - <u>X</u> Workers' Compensation Certification (Attached as Exhibit A)
  - X Fingerprinting/Criminal Background Investigation Certification (Attached as Exhibit B)
  - X Insurance Certificates and Endorsements (Certification of Self Insurance and Indemnity)
  - X Non-Collusion Declaration (Attached as Exhibit C)
  - X Tuberculosis Clearance (Attached as Exhibit D)
- 18. <u>Entire Agreement</u>. 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. Interpretation.

- a. This Agreement is the product of negotiation and compromise by both Parties. Every provision in this Agreement must be interpreted as though the Parties equally participated in its drafting.
- b. Despite the provisions in California Civil Code Section 1654, if this Agreement's language is uncertain, the Agreement must not be construed against the Party causing the uncertainty to exist. In interpreting this Agreement and resolving any ambiguities, this Agreement will take precedence over any cover page or attachment.
- c. Unless this Agreement specifies otherwise, any reference to "day" or "days" means calendar days and not business days. A reference to the time of day refers to local time for Glendale, California.

- d. If the last day for giving notice or performing an act falls on a weekend; a legal holiday listed in California's Government Code or Education Code, or in Glendale Municipal Code Section 3.08.010; or a day when City Hall or District Administration is closed, the period is extended to and including the next day that the Party is open for business.
- 20. <u>Headings</u>. All headings or captions in this Agreement are for convenience and reference only. They are not intended to define or limit the scope of any term, condition, or provision.
  - 21. Governing Law; Jurisdiction.
    - a. California's laws govern this Agreement's construction and interpretation.
    - b. Unless this Agreement provides otherwise, any reference to laws, ordinances, rules, procedures, or regulations include their later amendment, modifications, and successor legislation.
    - c. If District or Licensee brings a lawsuit to enforce or interpret one or more provisions of this Agreement, jurisdiction is in the Superior Court of the County of Los Angeles, California, or where otherwise appropriate, in the United States District Court, Central District of California. District and Licensee acknowledge that the Agreement was negotiated, entered into, executed, and performed in the City of Glendale, California.
- 22. <u>Severability</u>. 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.
- 23. <u>Waiver of Breach</u>. If a Party fails to require the other Party to perform any term of this Agreement, that failure does not prevent the Party from later enforcing that term, or any other term. If a Party waives the other Party's breach of a term, that waiver is not treated as waiving a later breach of the term. A waiver of a term is valid only if it is in writing and signed by the Party waiving it.
- 24. <u>Attorneys' Fees</u>. 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.
- 25. <u>Notices</u>. 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:

City of Glendale 613 E. Broadway, Rm. 120 Glendale, CA 91206 Attn: Director of Community Services & Parks

Glendale Unified School District 223 N. Jackson St. Glendale, CA 91206

26. <u>Counterparts</u>. This Agreement, and all amendments to it, may be executed in counterparts, each of which is an original, but all of which constitutes one and the same document. The Parties must sign a sufficient number of counterparts, so that each Party will receive a fully executed original of this Agreement.

- 27. <u>Digital Signatures</u>. The Parties deem a copy of this Agreement, or any amendment to it, that bears a digital signature as having the same legal effect, for all purposes, as delivery of a signed original of this Agreement or the amendment, and each digital signature will have the same legal force and effect as a handwritten signature.
- 28. <u>Board Approval</u>. 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	City of Glendale		
By:	By:		
David Greco, Chief Counsel and Business	Roubik Golanian, City Manager		
Operations Officer	_		

CITY OF GLENDALE: APPROVED AS TO FORM
NAME:
TITLE:
SIGNATURE:
DATE:

#### **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 att

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 decla	res:			
I am the	of	, the p	party making the forego	oing bid.
organization, or corporation or corporation or corporation or indirectly induced or indirectly colluded, corefrain from bidding communication, or corporation overhead, profit, or corporation or the contents thereof association, organization, organization, and has not paid, and has not paid, and person executing limited liability comparison.	the interest of, or on behaviation. The bid is genusolicited any other biddernspired, connived, or agon and the bidder has not inference with anyone to est element of the bid price has not, directly or incomplete information on, bid depository, or to and will not pay, any personal this declaration on behaving limited liability part and does execute, this declaration.	greed with any bidder or in any manner, directl fix the bid price of the directly, submitted his or or data relative thereto, to any member or agent to all of a bidder that is a nership, or any other ent	or sham. The bidder ham bid. The bidder anyone else to put in bidder or anyone else to put in bidder or any other bidder. All statement her bid price or any bit to any corporation, parthereof, to effectuate a pose.	has not directly or has not directly or a sham bid, or to ght by agreement, idder, or to fix any its contained in the breakdown thereof, tnership, company, a collusive or sham
	y of perjury under the lawn is executed on			
		Signat	ure	
		Print N	- Vame	

# 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 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.					
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

May 2, 2023

#### CONSENT CALENDAR NO. 17

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

# SUBJECT: Acceptance of Gifts

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

- a. Harry Jierjian and Emma Kadoyan wish to donate to the District \$500.00 to support Clark Robotics Team 696 competition travel expenses.
- b. Narek Mkrtchyan wishes to donate to the District \$400.00 to support Clark Robotics Team 696 competition travel expenses.
- c. James and Amelia Friner wish to donate to the District \$500.00 to support Clark Robotics Team 696 competition travel expenses.
- d. Michael and Susan Michaelian wish to donate to the District \$400.00 to support Clark Robotics Team 696 competition travel expenses.
- e. Cari and Matthew Field wish to donate to the District \$200.00 to support Clark Robotics Team 696 competition travel expenses.
- f. Jack and Gary Najarian wish to donate to the District \$200.00 to support Clark Robotics Team 696 competition travel expenses.
- g. Michelle Stabio wishes to donate to the District \$200.00 to support Clark Robotics Team 696 competition travel expenses.
- h. American Heart Association wishes to donate to the District \$350.00 to purchase instructional materials and supplies for use at Monte Vista Elementary School.
- i. Monte Vista Elementary Student Body Fund wishes to donate to the District \$8,546.16 to pay for field trip transportation at Monte Vista Elementary School.
- j. K. Yang and A. Lapena wish to donate to the District \$352.00 to pay for custodial overtime at the Mountain Avenue Science Fair.
- k. Nayiri Nahabedian wishes to donate to the District \$200.00 to support Adelante Latinos.

1. Glendale Latinos Association Inc. wishes to donate to the District \$250.00 to support Adelante Latinos.