

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

BOARD OF EDUCATION
AGENDA

May 4, 2021
Meeting No. 24
Regular Meeting

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

**BOARD OF EDUCATION MEETING NO. 24
Administration Center**

May 4, 2021

“Preparing our students for their future.”

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

Please Note Times	
4:30 P.M. -	Opening, Acknowledgments and Recognitions Presentations Student Board Member Report Public Communication
	Closed Session
7:00 P.M. -	Regular Meeting Superintendent’s Updates Information, Action, Consent Calendar, Reports

Pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, Glendale Unified Board of Education meetings will be closed to the public until social distancing directives have been lifted.

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

AGENDA

ITEM

PAGE

A. OPENING – 4:30 P.M.

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance led by Sophia Khera, a 6th grade student at Verdugo Woodlands Elementary School.**

A. OPENING - continued

3. Certification of Compliance

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

4. Approval of Agenda Order

B. ACKNOWLEDGEMENTS AND RECOGNITIONS

1. 29 Teachers become “Technology Coaches to Enhance Instruction” at School Sites

This year, 29 teachers completed Substitution, Augmentation, Modification, Redefinition (SAMR) training to become Technology Coaches to Enhance Instruction (TCEIs) at their school sites. TCEI leaders support their fellow educators in incorporating technology as a tool to differentiate learning. They will be critical team members in helping our schools maximize technology use as we transition to broader on-campus learning.

2. Teacher Appreciation Week

May 3-7, 2021 we celebrate National Teacher Appreciation Week, May 4, 2021 is National Teacher Appreciation Day, and May 12, 2021 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.

3. School Nutrition Employee Week

May 3-7, 2021 we celebrate School Nutrition Employee Week. Throughout the past year, our school nutrition employees have worked the front lines every day, preparing and serving nutritious meals to children. Every year, but this year, in particular, their contributions to the school district are worthy of special recognition.

4. School Nurse Day

May 12, 2021 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.

C. PRESENTATIONS

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. Karina Sharp, a 3rd grade Japanese FLAG Student at Verdugo Woodlands Elementary will be presenting.

C. PRESENTATIONS - continued

2. Visual and Performing Arts (VAPA) Shines

An overview of the VAPA program at Roosevelt Middle School showcasing how students remain musical and artistic during distance learning.

D. STUDENT BOARD MEMBER REPORT

1. Student Board Member Kayla Rodriguez will report on activities and events happening at the schools around the District.

E. COMMUNICATIONS FROM THE PUBLIC

1. Public Communications – NOTE MODIFIED PROCEDURES DURING COVID-19 (CORONAVIRUS) PANDEMIC

ADDRESSING THE BOARD OF EDUCATION – An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction. Pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, Glendale Unified Board of Education meetings will be closed to the public until social distancing directives have been lifted. In order to facilitate public participation at meetings, the Board will accept public communications via teleconference until further notice. If you wish to make a public comment at an upcoming meeting, please follow the instructions 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 advanced 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 accommodation.

Instructions for public communications:

1. A survey "sign up" will be posted at www.gusd.net/communication for members of the public who wish to speak on items at 4:00 p.m. on the day of the meeting (30 minutes prior to the start of the public meeting).
2. Speakers should fill in their name and select which item they wish to address the board.
3. Speakers are asked to attend the board meeting virtually through the Zoom invitation link: <https://glendaleusd.zoom.us/j/85421172662>
4. Only those who have completed the speaker sign up survey will be allowed to enter the Zoom meeting.
5. When it is time for a speaker to address the Board, their name will be called and the microphone on their Zoom account will be activated. Speakers must be present in the Zoom meeting when their name is called in order to be given an opportunity to address the Board.
6. Speakers should rename their Zoom profile to their real name to expedite this process.
7. Speakers are requested to state their name prior to addressing the Board.
8. After a speaker completes their public comment or if the five minute time limit has been reached, the microphone for the speaker's Zoom profile will be muted.
9. The speaker sign up survey and Zoom teleconference links will be closed following the Public Communications portion of the meeting.
10. If you wish to make a public comment and do not have access to the internet, please call the Glendale Unified Public Information Office at 818-241-3111 x1218 by 3:00 p.m. on the day of the meeting to make alternate arrangements

F. CLOSED SESSION

1. **Conference with Labor Negotiators pursuant to Government Code § 54954.5**
Agency designated representative: Dr. Darneika Watson and Mr. David Greco
Employee organization: Glendale Teachers Association and California School Employees Association-Glendale Chapter No. 3
2. **Conference with Legal Counsel - Anticipated Litigation – pursuant to section 54956.9(d)(2): two potential cases**
3. **Threat to Public Services or Facilities (Government Code Section §54957)**
Consultation with: Dr. Vivian Ekchian, Superintendent

G. RETURN TO REGULAR MEETING – 7:00 P.M.

H. SUPERINTENDENT’S UPDATES

1. **Hybrid Learning Update**
2. **Summer Expanded Learning**

I. INFORMATION

1. **AP World History Instructional Material Adoption Recommendation** **11**

This report will provide the Board of Education with information on the process followed and recommendation for the adoption of AMSCO World History Modern: 1200 to Present instructional materials for Advanced Placement World History starting in the Fall of 2021.
2. **Renewal of Technology Tool Licenses Used in Distance Learning to Support Blended Learning** **13**

This report will provide the Board of Education with information on the proposed renewal of several of the tools purchased to support distance learning as teachers transition back to in person learning for the 2021-2022 school year. These proposed renewals will support teachers with in person learning in a blended learning model.
3. **Acknowledgements of Service** **16**

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.

J. ACTION

- 1. Memorandum of Understanding with the California School Employees Association 18**

The Superintendent recommends that the Board of Education approve the Memorandum of Understanding concerning the return of additional students between the Glendale Unified School District and the California School Employees Association and its Glendale Chapter #3 (CSEA).
- 2. Approval of Additional Services Agreement Between Glendale Unified School District and Speech Language & Educational Associates 23**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Speech Language & Educational Associates in the amount of \$170,000 for providing contracted psychologists, speech therapists, and speech therapy assistants.
- 3. Approval of Elementary Instructional Materials Adoption for K-5 History-Social Science 39**

The Superintendent recommends that the Board of Education approve the adoption of Teachers' Curriculum Institute (TCI) instructional materials for History-Social Science in Grades K-5 starting in Fall 2021.
- 4. Approval of Glendale Unified School District Online College and Career Academy 45**

The Superintendent recommends that the Board of Education approve the Glendale Unified School District Online College and Career Academy with embedded early college credits, career training and opportunities to prepare for life beyond high school.
- 5. Approval of Additional Services Agreement Between Glendale Unified School District and Therapy Travelers, LLC 54**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Therapy Travelers, LLC in the amount of \$180,000.00 for providing contracted psychologists and speech therapists.
- 6. Approval of Additional Services Agreement Between Glendale Unified School District and Comprehensive Therapy Associates, Inc. 70**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Comprehensive Therapy Associates, Inc. in the amount of \$60,000.00 for providing contracted psychologists, speech therapists, and speech therapy assistants.

J. ACTION - continued

- 7. Approval of Purchase of Student Kits from Mango Math Group for Summer Camp EXCEL, Intervention and Enrichment Programs 86**
- The Superintendent recommends that the Board of Education approve the purchase of Mango Math kits in the amount of \$63,130.20 for use as targeted supplementary instructional resources for English Language learners at all elementary school sites for students in Grades K-6 for the Summer Camp EXCEL program and school year intervention and enrichment programs.
- 8. Approval of Purchase of Student Kits from Scholastic Education for Summer Camp EXCEL, Intervention and Enrichment Programs 89**
- The Superintendent recommends that the Board of Education approve the purchase of Scholastic Literature (Scholastic LitCamp) kits in the amount of \$272,375.38 for use as targeted supplementary instructional resources for English Language learners at all elementary school sites for students in Grades K-6 for the Summer Camp EXCEL program and school year intervention and enrichment programs.
- 9. Approval of College Board Contract Renewal for 2021-2022 92**
- The Superintendent recommends that the Board of Education approve a contract between the College Board and Glendale Unified School District in the amount of \$59,295 (actual total to be based on enrollment) for the Preliminary SAT/National Merit Scholarship Qualifying Test Early Participation Program in the 2021-2022 school year
- 10. Approval of Kami Contract Renewal for 2021-2022 104**
- The Superintendent recommends that the Board of Education approve the renewal of a contract with Kami in the amount of \$54,600 to provide continued access to the Kami annotation tool for the 2021-2022 school year.
- 11. Approval of Listenwise Contract Renewal 107**
- The Superintendent recommends that the Board of Education approve the renewal of a contract with Listenwise in the amount of \$114,599 to provide continued access to the Listenwise platform for teachers in grades 2-12 to target listening skills for the 2021-2022 and 2022-2023 school years.
- 12. Approval of Services Agreement with USC College Advising Corps 112**
- The Superintendent recommends that the Board of Education approve a two-year services agreement with the USC College Advising Corps for the amount of \$72,000 to provide college and career advisement support for Glendale High School for the 2021-2022 and 2022-2023 school years, funded by the Career and Technical Education Incentive Grant.

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 136

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

- a. Special Meeting No. 22 April 17, 2021
- b. Regular Meeting No. 23 April 20, 2021

2. Certificated Personnel Report No. 16 146

The certificated report recommends approval of the following:

A change of maternity leave, an extension of parental leave, health leaves of absence, extension of health leaves of absence, family & medical leaves of absence, an intermittent family & medical leave of absence, a change of family & medical leave of absence, extension of family & medical leaves of absence, an additional assignment, a change of management position, elections hourly/daily, additional compensation, transportation authorizations, revision to previous personnel reports and personal services agreements.

3. Classified Personnel Report No. 16 159

The classified report recommends approval of the following:

Medical leave of absence; family & medical leave of absence; maternity leave of absence; extension of maternity leave of absence; child care leave of absence; parental leave of absence; reinstatement; termination – exhaustion of benefits; additional assignments; change of assignments; revisions to previous board report; election of classified hourly substitutes; personal services agreements; and transportation authorizations.

4. Warrants 167

The Superintendent recommends that the Board of Education approve Warrants totaling \$1,310,506.14 for April 15, 2021 through April 27, 2021.

5. Purchase Orders 168

The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$ 1,787,126.94 for the period of April 12, 2021 through April 23, 2021.

6. Appropriation Transfer and Budget Revision Report 187

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.

K. CONSENT - continued

- 7. Approval for Keppel Elementary School to Process a Request of a Waiver to Continue Operating as a Title I-Schoolwide Program for the Fiscal Year 2021-2022 192**
- The Superintendent recommends that the Board of Education approve Keppel Elementary School to process a request for a waiver to continue operating as a Title I Schoolwide Program for the fiscal year 2021-2022.
- 8. Application for Refugee Student Impact (RSI) Funding 194**
- The Superintendent recommends that the Board of Education authorize the submission of an application for Refugee Student Impact (RSI) funding for the 2021-2022 fiscal year.
- 9. Application for California Newcomer Education and Well-Being (CalNEW) Program Funding 196**
- The Superintendent recommends that the Board of Education authorize the submission of an application for California Newcomer Education and Well-Being (CalNEW) funding for the 2021-2022 fiscal year.
- 10. Approval of Basic Textbooks for Use in Elementary Schools in the Area of Foreign Language for Korean Instruction 198**
- The Superintendent recommends that the Board of Education approve basic textbooks (Korean for Overseas Koreans, Language Arts, Grades K - 5) for use in elementary schools in the area of Foreign Language for Korean Instruction.
- 11. Approval of New Course of Study Outlines for Use in Middle and High Schools in the Areas of Career Technical Education and Visual and Performing Arts 200**
- The Superintendent recommends that the Board of Education approve course of study outlines (Virtual Reality Game Design and Programming; Advanced Virtual Reality Video Game Design and Programming; Foundations in Digital Photography 1-2; and Advanced Digital Photography 3-4) for use in middle and high schools in the areas of Career Technical Education and Visual and Performing Arts.
- 12. Approval for the Purchase of Apex Learning Licenses for 2021-2022 229**
- The Superintendent recommends that the Board of Education approve a contract with Apex Learning in the amount of \$38,125 for subscriptions to Apex comprehensive courses to provide rigorous digital coursework used for credit recovery, remediation, intervention, and exam preparation.
- 13. Approval of Google Enterprise Suite Contract Renewal 241**
- The Superintendent recommends that the Board of Education approve the renewal of a contract with Google in the amount of \$31,200 to provide access to the Google Enterprise suite including Google Originality Reports.

K. CONSENT - continued

14. Approval of Screencastify Contract Renewal 245

The Superintendent recommends that the Board of Education approve the renewal of the contract with Screencastify in the amount of \$26,200 to provide access to screen recording tools that would support a flipped classroom or blended learning approach to instruction.

15. Approval of Seesaw Contract Renewal 248

The Superintendent recommends that the Board of Education approve the renewal of the contract with Seesaw in the amount of \$23,375 to provide access to digital portfolio and learning management system for grades K-2. Seesaw enables students to publish and curate their work and communicate with the teacher, parents, and peers.

16. Designation of California Interscholastic Federation Representatives 252

The Superintendent recommends that the Board of Education designate the Crescenta Valley High School, Glendale High School, and Hoover High School principals as the voting representatives and a selected assistant principal or athletic director, as an alternate, in all California Interscholastic Federation (CIF) matters for the 2021-2022 school year.

17. MOU Extension for USC Suzanne Dworak-Peck School of Social Work 254

The Superintendent recommends that the Board of Education approve the Memorandum of Understanding Agreement with USC Suzanne Dworak-Peck School of Social Work.

18. Authorization to Dispose of Surplus Property 258

The Superintendent recommends that the Board of Education declare furniture items located at Equity, Access & Family Engagement Department as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.

19. Acceptance of Gifts 259

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 4, 2021

INFORMATION REPORT NO. 1

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning

SUBJECT: **AP World History Instructional Material Adoption Recommendation**

This report will provide the Board of Education with information on the process followed and recommendation for the adoption of AMSCO World History Modern: 1200 to Present instructional materials for Advanced Placement World History starting in the Fall of 2021.

The College Board regularly updates Advanced Placement (AP) course and test content. These changes typically require updated instructional materials to match the updated course content. Recently, the College Board updated the course content for AP World History with a significant change in the time period covered by the course from beginning in 1450 CE to 1200 CE, starting in the 2019-2020 school year. This change is significant and positive because it will ensure teachers and students can begin the course with a study of the civilizations in Africa, the Americas, and Asia that are foundational to the modern era. The course is also better aligned to California World History Standards. Glendale Unified School District (GUSD) AP World History teachers concluded that their current instructional materials are not adequate to address the changes to the AP World History course content and examination.

Currently, two of the four high schools offering AP History courses are using the AP World History course for 10th grade: Clark Magnet High School and Hoover High School. The other two high schools, Crescenta Valley High School and Glendale High School, are using AP European History for 10th grade. In the past, the AP European History course was better aligned to the California World History Standards and the previous versions of the World History course were generally regarded as covering far too much content than could be adequately covered in a one-year course. With this recent revision and the prior revision, the AP World History Course now better aligns to the California standards and covers a more reasonable amount of content. When the current adoption cycle for AP European history concludes, the History-Social Science Curriculum Study Committee (CSC) will consider which course best meets the needs of GUSD students. There is general

agreement that the AP World History course offers a more culturally relevant and responsive curriculum than the AP European History course.

In February of 2021, the AP World History teachers at Clark Magnet High School and Hoover High School initiated a process to identify and assess instructional materials for adoption recommendation. This process narrowed to two choices:

- World History: Modern [1200-Present] (AP Edition) AMSCO Perfection Learning, 2020
- Ways of the World: A Global History with Sources: For AP World History Modern Course Since 1200 C.E, Bedford, Freeman and Worth, Fourth Edition, Strayer and Nelson, 2020.

The committee also included AP European History teachers from Glendale High School and Crescenta Valley High School as informed observers.

This committee process ended with a final recommendation for GUSD to adopt World History Modern: 1200 to Present from AMSCO. The History-Social Science CSC approved the recommendation for adoption on April 20, 2021. High school principals approved the recommendation on April 23, 2021. The textbook information is available for community input on the GUSD website and copies are available for review in the Educational Services department at the District office.

Next Steps

This item will be presented for Board of Education approval on May18, 2021. Pending Board approval, approximately 205 bundles will be ordered for Clark Magnet and Hoover High Schools. The cost of the Student Edition Bundle including the student textbook and interactive eBook is approximately \$40,000 and will be funded by the Educational Services department.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

INFORMATION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning
Dr. Stepan Mekhitarian, Interim Director, Innovation, Instruction,
Assessment & Accountability

SUBJECT: **Renewal of Technology Tool Licenses Used in Distance Learning to Support Blended Learning**

This report will provide the Board of Education with information on the proposed renewal of several of the tools purchased to support distance learning as teachers transition back to in-person learning for the 2021-2022 school year. These proposed renewals will support teachers with in-person learning in a blended learning model.

For the transition to distance learning, teachers were surveyed to identify the key tools needed to provide a robust educational experience for students. The majority of the tools selected and purchased for the 2020-2021 school year are also effective tools in a blended learning model where teachers effectively use technology tools to accelerate student learning in the classroom. This transition is an opportunity to build on the skills and resources adopted during distance learning and apply them to in-person instructional best practices to maximize learning. Incorporating instructional technology with in-person instruction can lead to a blended learning model that facilitates:

- Differentiated supports for equitable access
- Actionable feedback to students
- Effective questioning to facilitate higher order thinking
- Student engagement and collaboration
- Highly rigorous learning opportunities

The Teaching and Learning; Innovation, Instruction, Assessment and Accountability; and Education Technology and Information Services departments collaborated to identify the technology tools that are consistently used and will continue to support student learning in a blended learning model. Many of the programs currently in use are free, but others will require District funds to renew.

The renewal of the following paid tools is recommended:

Tool and Description	Cost
Google Classroom Originality Reports – Tool to help teachers identify plagiarism – requires upgrading Google Classroom to G Suite Enterprise.	\$31,200
Kami – Allows user to take any existing document, including scanned PDFs, and write, draw, type, annotate, comment, augment, enhance, and otherwise bring it to life.	\$54,600
Listenwise – Collection of high-quality podcasts and lessons for ELA, Social Studies and Science. Great for grades 3-12, especially EL students. Targets listening skills. Proposed two-year renewal of a District license for 2021-23.	\$114,600
Nearpod – Tool that allows teachers to easily create presentations with engaging quizzes, polls, videos, images, drawing-boards, web content, etc. It creates opportunities for authentic checking for understanding and includes pre-built lessons in many subject areas as well as social-emotional learning and digital citizenship.	Previously approved at February 16, 2021 Board Meeting
Screencastify – Enables teachers to record lessons from their screen while narrating and annotating on the screen with tools such as the mouse spotlight to keep students focused.	\$26,200
Seesaw – Digital portfolio and learning management system that allows students to publish and curate their work and communicate with the teacher, parents, and peers.	\$23,375
Zoom – Zoom provides video-conferencing for teachers to engage in live interactions with whole classes, small groups, or individuals. GUSD now has a District license that offers even more security. We currently have 1,550 licenses.	Contract is valid through March 2022
Zoom Webinar – Used to host online events with up to 100 interactive video participants and up to 10,000 view-only attendees. Limited interaction tools. We currently have the following webinar licenses: 4 - 500 attendees, 1 - 1,000 attendees, and 1 - 5,000 attendees.	Current Licenses are Valid through March 2022

The following programs are available and widely used by teachers for no cost:

Tech Tool	Useful for	Status
Desmos	Math (embedded in Nearpod)	Free
Essay Pop	Secondary ELA – writing	Free
Flipgrid	Short video responses from students	Free
Google Classroom	Main platform for organizing distance learning	Free
Khan Academy	Video lessons and practice in many subjects	Free

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

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. Kang, Daniel Effective 4/27/21
Account Clerk II
Clark Magnet High School
2. Figueroa, Iliana Effective 4/30/21
Custodian I
Facility & Support Operations Department
3. Kerkyasharian, Salpi Effective 4/23/21
Psychological Services Provider
Student Wellness Services Department
4. Thomas, Georgina L. Effective 7/16/21
Language, Speech & Hearing Specialist
Special Education
5. Yamashita, Kazusa Effective 6/11/21
4th Grade – FLAG Teacher
Dunsmore Elementary

Resignations by Default:

1. Chow, Melissa A. Effective 6/11/21
1st Grade
Dunsmore Elementary
2. Dall, Mary P. Effective 6/11/21
History
Wilson Middle School
3. Grigorian, Grant M. Effective 6/11/21
Math
Toll Middle School
4. Navarro, Mallory Kane Effective 6/11/21
6th Grade
Fremont Elementary

Retirements:

1. Butchko, Cynthia Effective 4/24/21
Typist Clerk III 33 years of service
Educational Services Department
2. Simon, Susan M. Effective 7/01/21
Language, Speech & Hearing Specialist 22 years of service
Special Education
3. Tarverdians, Jani Effective 5/28/21
Administrative Secretary 19 years, 4 months of service
R.D. White Elementary School

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 1

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Memorandum of Understanding with the California School Employees Association**

The Superintendent recommends that the Board of Education approve the Memorandum of Understanding concerning the return of additional students between the Glendale Unified School District and the California School Employees Association and its Glendale Chapter #3 (CSEA).

The parties agree to extend the January 8, 2021 MOU until July 30, 2021. The parties recognize classified staff's efforts to support the transition and continuation of both onsite and remote learning.

Provisions of this MOU include:

- The District agrees to pay one-time additional compensation to classified bargaining unit members who reported physically to work between July 1, 2020 and March 31, 2021 in the amount of \$1,800.
- The District agrees to pay one-time additional compensation for classified bargaining unit members who worked remotely between July 1, 2020 and March 31, 2021 in the amount of \$1,350.
- The District agrees to pay additional compensation for classified bargaining unit members working from April 1, 2021 through July 30, 2021 in the amount of \$400.
- Each one-time additional compensation shall be prorated for members who reported for less than the full specified amount of time.
- The District shall not ask bargaining unit members to resign due to childcare issues and shall ensure they are aware of childcare options within GUSD and its partners.
- Due to the passage of AB86, one-time funds are available to support paraprofessionals. The parties agree to negotiate the Expanded Learning Opportunities Grant on or before May 14, 2021.
- Bargaining unit members shall be provided advance notice and training to properly administer temperature checks and use the RUVNA program to screen students and staff.

- An equipped workspace shall be provided to bargaining unit members who support distance learning. On days when no students are attending in-person instruction, the work locations for paraprofessionals who support distance learning will be determined by students' needs on a case-by-case basis.
- All classified unit members shall be offered a training on cleaning supplies and chemicals that will be used in their workspace and how to use them.
- All classified unit members shall be offered a training on how to request, correctly use, and when to replace medical grade PPE.
- The parties agree that vacancies should be filled by CSEA bargaining unit members before the District contracts or transfers out bargaining unit duties to non-bargaining unit members. Contracting out these duties shall be subject to agreement through negotiations. Qualified internal applicants and long-term substitutes shall be given priority in the recruitment process.
- Retroactive to January 1, 2021 through September 30, 2021, bargaining unit members shall be eligible for COVID-19 supplemental sick leave through California Senate Bill 95.

This MOU can be reopened upon mutual written agreement. The parties shall meet and negotiate the effects of the pandemic and/or the pandemic recovery on or before June 30, 2021.

This MOU is subject to ratification by the Glendale Unified School District's Board of Education and the California School Employees Association.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 3: Ensure the Health and Safety of GUSD Students and Employees – Strengthen mental health support and programs; develop proactive health and safety procedures; and support physical, social, and emotional wellbeing.

TO SUPPORT 2020-2021 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.

**Memorandum of Understanding
Between the
Glendale Unified School District
And the
California School Employees Association and its Glendale Chapter #3
April 16, 2021**

This agreement is entered into between the Glendale Unified School District (District) and the California School Employees Association and its Glendale Chapter #3 (CSEA) concerning the return of additional students.

1. **Term:** The parties agree to extend the January 8, 2021 MOU until July 30, 2021. This agreement can be reopened upon mutual agreement. The parties shall meet and negotiate the effects of the pandemic and/or pandemic recovery on or before June 30, 2021.
2. **Recognition of Classified Employees:** The parties recognize classified staff's efforts to steadfastly support the transition to and continuation of both onsite and remote learning and work environments, which focused on student success, safety, and retention throughout the COVID-19 pandemic and specifically during LA County's purple tier phase.
 - a. The District agrees to pay one-time additional compensation for classified bargaining unit members who reported to a physical-worksite between July 1, 2020 and March 31, 2021 in the amount of \$1800. This one-time bonus shall be prorated for those individuals who may have reported for less than the full nine months. For purposes of the calculation of the one-time bonus, 11 days worked in the calendar month is the equivalent of one month of service, with the exception of August, which will be paid to employees who worked their regularly scheduled days in August.
 - b. The District agrees to pay one-time additional compensation for classified bargaining unit members who worked remotely between July 1, 2020 and March 31, 2021 in the amount of \$1350. This one-time bonus shall be prorated for those individuals who may have worked remotely for less than the full nine months. For purposes of the calculation of the one-time bonus, 11 days worked in the calendar month is the equivalent of one month of service, with the exception of August, which will be paid to employees who worked their regularly scheduled days in August.
 - c. The District agrees to pay additional compensation for classified bargaining unit members working from April 1, 2021 through July 30, 2021 in the amount of \$400. This one-time bonus shall be prorated for those individuals who may have reported for less than the full specified amount of time. For purposes of the calculation of the one-time bonus, 11 days worked in the calendar month is the equivalent of one month of service, with the exception of June, which will be paid to employees who worked their regularly scheduled days in June.
3. **Childcare:** The District shall not ask bargaining unit members to resign due to childcare issues. The District shall ensure bargaining unit members are aware of their

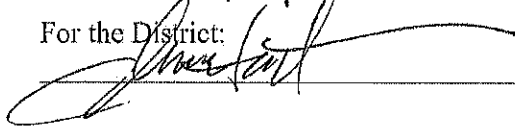
options within GUSD and its partners. The District shall provide a list of childcare options within the city of Glendale to employees who require childcare for children under TK age.

4. **Funding for Paraprofessionals:** Due to the passage of AB86 – Expanded Learning Opportunities Grant, one-time funds are available to support paraprofessionals. Paraprofessionals, and possibly other CSEA members, will be needed within the programs to increase instructional minutes, days, summer school, Saturday school, tutoring, and other possibilities. The parties agree to negotiate the Expanded Learning Opportunities Grant on or before May 14, 2021.
5. **Screening and Temperature Checks:** Bargaining unit members shall be provided advance notice and training to properly administer temperature checks and use the RUVNA program to screen students and staff. The District shall provide QR code readers and other necessary equipment to complete these duties, and employees shall not be expected to use their personal phones. Classified performing temperature checks and screening shall not be subject to discipline over issues related to workload for their regularly assigned duties. The District shall limit ingress and egress points as much as practicable to ensure thorough screening processes. The RUVNA program is available to bargaining unit members should they choose to self-screen.
6. **Supporting Distance Learning:** An equipped workspace shall be provided to bargaining unit members who support Distance Learning. Paraprofessionals shall be encouraged to request necessary equipment from the site administrator to successfully support Distance Learning from the school site. On days when no students are attending in-person instruction and whole room disinfection is performed, the work locations for paraprofessionals who support Distance Learning will be determined by students' needs on a case-by-case basis. The District shall inform site supervisors of the change in policy which allows for additional flexibility in work location on Wednesdays.
7. **Additional Training:**
 - a. **Cleaning Supplies:** All classified unit members shall be offered a training on cleaning supplies and chemicals that will be used in their workspace and how to use them. The training shall encompass cleaning supplies available to everyone and cleaning supplies used during disinfection. The training shall include available alternatives for a workspace in which one or more classified employees have a condition that prohibits the use of certain products. A one-page description of common supplies shall also be provided. In addition, information regarding all GUSD cleaning products and PPE can be found on the District website.
 - b. **Medical grade PPE:** All classified unit members shall be offered a training on how to request, correctly use, and when to replace medical grade PPE.
8. **Vacancies:** The parties agree that vacancies should be filled by CSEA bargaining unit members before the District contracts or transfers out bargaining unit duties to non-bargaining unit members. If the need arises, the contracting out of bargaining unit work shall be subject to agreement between the parties through negotiations per Government Code Section 3543.2. The parties agree that long term substitute support employees shall be provided notice of vacancies when the recruitment is open and offered to apply for the opportunity to compete for permanent vacant positions in the

classified bargaining unit. Qualified internal applicants and long-term substitutes shall be given priority in the recruitment process, within the guidelines of the Personnel Commission.

9. **Leaves:** Retroactive to January 1, 2021 through September 30, 2021 bargaining unit members shall be eligible for COVID-19 supplemental sick leave through California Senate Bill 95. Bargaining unit members are entitled to this leave immediately upon an oral or a written request to the District. If an employee took leave for the reasons outlined in SB95 prior to March 29, 2021, the employee should make an oral or a written request to the District for payment. For qualifying circumstances, SB 95 leave shall be provided before earned leave is utilized. The parties agree that a written request is preferred. Another notification and instructions to utilize SB 95 leave shall be sent directly to employees upon the execution of this agreement.

Signed on: 4/19/21

For the District:


Signed on: 4/21/21

For CSEA:
Michelle Petrosian

Alexandra

Michelle Jorgensen

Susan Lasham

Janet

Jasen Laca
Ciera Chilton

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 2

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

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

SUBJECT: **Approval of Additional Services Agreement Between Glendale Unified School District and Speech Language & Educational Associates**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Speech Language & Educational Associates in the amount of \$170,000 for providing contracted psychologists, speech therapists, and speech therapy assistants.

At its meeting of July 14, 2020, the Board of Education approved a contract with Speech Language & Educational Associates in the amount of \$2,000,000 to provide contracted psychologists, speech therapists, and speech therapy assistants to Special Education students. However, it is estimated that an additional \$170,000 will be needed to cover provided services for the remainder of the 2020-2021 school year. Due to the impact of COVID-19, there has been a need to increase contracted services to address backlogs of assessments, therapy and IEP meetings that resulted from staff working from home and not being as accessible for in-person assessments and services. For these reasons, the contract was exhausted earlier than what was initially planned in July 2020, and there continues to be a need for the contracted services through June 30, 2021. The current backlog of assessments, therapy and IEP meetings are areas of exposure for the District due to IEP timeline compliance and potential compensatory service issues.

COVID-19 or Special Education funds will be used to pay for these services as appropriate.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

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

SERVICES AGREEMENT

This **Agreement** for Professional Services (“Agreement”) is made and entered into as of the 23rd day of April, 2021 by and between the Glendale Unified School District, (“District”) and Speech Language & Educational Associates a corporation, whose place of business is Studio City, CA [City], herein referring to as (“Contractor”), (together, “Parties”).

WITNESSETH: The parties do hereby contract and agree as follows:

1. *Services Description.* CONTRACTOR will perform the services described in the “Scope of Work” attached hereto as Addendum A and made a part thereof.

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** Contractor shall commence providing services under this Agreement on April 23, 2021 and will diligently perform as required and complete performance by June 30, 2021
2. **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
- X Fingerprinting/Criminal Background Investigation Certification
- X Insurance Certificates and Endorsements
- X W-9 Form
- X Non-collusion Declaration
- X Tuberculosis Clearance

3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) One hundred seventy thousand dollars (\$ 170,000.00) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

Note: Accounts Payable will not process payment until the services have been completed. 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, except as follows:

4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, 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 employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. 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.
6. **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, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
 - 8.1. **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.
 - 8.2. **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.
 - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 8.3.1. material violation of this Agreement by the Contractor; or
 - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
 - 8.3.3. 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.

9. **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.

10. **Insurance.**

10.1. 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	\$ 1,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
Professional Liability	\$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

10.1.1. **Commercial General Liability and Automobile Liability Insurance.**
 Commercial General Liability Insurance and Any Auto Automobile Liability

Insurance that shall protect the Contractor, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)

- 10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the 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.
- 10.1.3. **Professional Liability (Errors and Omissions).** Professional Liability Insurance as appropriate to the Contractor's profession.
- 10.2. **Proof of Carriage of Insurance.** The 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:
 - 10.2.1. 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."
 - 10.2.2. 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.
 - 10.2.3. 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.
 - 10.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.
- 10.3. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.
11. **Assignment.** The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **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.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **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).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **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.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
 - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
 - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

20. **Confidentiality.** The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does 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.

21. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District:

Glendale Unified School District
223 N. Jackson Street
Glendale, California 91206
ATTN: Arik Panossian

Contractor:

Speech Language & Educational Associates
4420 Carpenter Avenue
Studio City, CA 91607
Helen Sherman Wade

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.

22. **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.
23. **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.
24. **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.
25. **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.
26. **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.
27. **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.
28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

30. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.
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.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **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, 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.
39. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
40. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. 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.
41. **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 Party'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 other Party's premises. The operation of vehicles by either Party's personnel on the other Party's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party's property and involving either Party's personnel shall be reported promptly to the appropriate Party's personnel. 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 other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. 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. They 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.

42. **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.

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name Speech Language & Educational Associates

By: _____ Executive Director
Signature _____ Title: _____
Helen Sherman Wade _____ Dated: _____, 2021
Print Name _____

By: _____ Program Manager
Signature _____ Title: _____
Olga Reyes _____ Dated: _____, 2021
Print Name _____

*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary;) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

Information regarding Contractor:

License No.: _____
Address: 4420 Carpenter Avenue
Studio City, CA 91607
Telephone: (818)788-1003
Facsimile: (818)788-1135
E-Mail: hwade@speechassociates.com

95-4482700
Employer Identification and/or
Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Contractor to furnish the information requested in this section.

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: California
- Limited Liability Company
- Other: _____

Glendale Unified School District

By: _____ Date: _____
Print Name: Dr. Kelly King
Print Title: Assistant Superintendent Educational Services

ATTACHMENT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

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

Contractor may provide the following General Services:

Consultant, as needed, to provide speech, assessments and IEP services to Special Education students.

Rate: SLP: \$90/hour
SLPA: \$65/hour

EXHIBIT "A"

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)

EXHIBIT "B"

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

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

The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto.

Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or

Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: _____

Title: _____

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor or Company: _____

Representative's Name and Title: _____

Signature: _____

EXHIBIT "C"

**NONCOLLUSION DECLARATION TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID**

(Public Contract Code section 7106)

The undersigned declares:

I am the _____ of Speech Language & Educational Associates, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

Signature

Print Name

EXHIBIT "D"

TUBERCULOSIS CLEARANCE

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the Speech Language & Educational Associates _____ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or

Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

Services cannot be rendered until all documentation is submitted and final approval is received.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 3

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning

SUBJECT: **Approval of Elementary Instructional Materials Adoption for K-5 History-Social Science**

The Superintendent recommends that the Board of Education approve the adoption of Teachers' Curriculum Institute (TCI) instructional materials for History-Social Science in Grades K-5 starting in Fall 2021.

The Glendale Unified School District (GUSD) History-Social Science Elementary Curriculum Review Committee (H-SS CRC) completed the review process of potential instructional materials, including a three-month trial of both McGraw Hill and TCI instructional materials. The H-SS CRC approved the recommendation to adopt instructional materials from TCI for grades K-5 for both English and Foreign Language Academies of Glendale (FLAG) classes at their April 1, 2021 meeting. The Teaching and Learning (T&L) team hosted two parent information nights on November 5, 2020, and April 7, 2021, to present information and gather input. The parent input was shared with the adoption committee, principals, and District staff. The elementary school principals unanimously approved the recommendation for TCI adoption on April 8, 2021. The process outlined in Administrative Regulation 6141 was followed in the selection and recommendation of instructional materials for elementary H-SS using evidence and rubrics to build consensus.

Adoption Committee Process

During the 2019-2020 school year, representatives from each elementary school site, representing all grade levels K-5 and all seven FLAG programs, met to prepare for the adoption of new instructional materials for implementation in the Fall of 2021. The History Social-Science Curriculum Review Committee spent several days of training and collaboration to:

- Review the standards, framework, and Fair, Accurate, Inclusive, and Respectful (FAIR) Act

- Review and elaborate on rubrics to be used in the selection of instructional materials
 - California History-Social Science Project (CHSSP) Rubric
 - FAIR Act Rubric from the Our Family Coalition

The selection of instructional materials was based on the use of these detailed rubrics and the evidence found in the programs reviewed by the H-SS CRC. Throughout the year-long process, leaders of H-SS CRC included at least one teacher from each elementary school site. The CRC met regularly and informed their school site members of process and progress.

Members of the H-SS CRC

Balboa Elementary School

- Kirra Mulder 1st
- Pam Gorsuch 2nd
- Jamie Prichard 4th

Cerritos Elementary School

- Julia Spain 1st
- Julianna Chavez 1st

Columbus Elementary School

- Laura Moran Kindergarten
- Anders Zimmerman 3rd

Dunsmore Elementary School

- Melanie Arayama Japanese Dual Kindergarten
- Rain Gibney 1st

Edison

- Miriam Varela 3rd
- Sarine Gureghian 4th

Fremont

- Jennifer Romeo Kindergarten
- Sarah Morgan-Arnold 2nd
- Jennifer Epstein 5th

Franklin Elementary School

- Elke Tujanjanin 1st German Dual
- Antonella Hartel 4th Italian Dual

Glenoaks Elementary

- Chrissandra Sparks 4th

Jefferson Elementary

- Christopher Stanley 4th

Keppel Elementary

- Ruwani Brohier 2nd
- Eunice Pak 5th Korean Dual

La Crescenta Elementary

- Lisa Derusha 4th

Lincoln Elementary

- Yelena Cady

Horace Mann Elementary

- Lauren Roses 3rd
- Nina Sahakian 3rd
- Tania Nazarian 5th

John Marshall Elementary

- Kori Seaton 1st
- Anna Yegiyants 2nd

Monte Vista Elementary

- Judi Doom Kindergarten
- Rebecca Harvey 2nd

Mountain Avenue Elementary

- Paula Arenson 4th
- Beverly Hickman 2nd

John Muir Elementary

- Teresa Contreras 1st
- Paola Reyes 2nd Spanish Dual
- Alejandro Aguilar 5th Spanish Dual

R. D White Elementary

- Diana Sanamyan
Kindergarten Armenian Dual
- Cassidy LaFee 1st
- Maggie Malone SpEd

Valley View Elementary

- Karla Bringas 3rd
- Arusiag Boggs 5th

Verdugo Woodlands Elementary

- Sharon Henschel 3rd

Programs Reviewed

The H-SS CRC reviewed programs from all four state adopted publishers:

- Savvas (formerly Pearson)
- TCI
- Studies Weekly
- McGraw Hill

In Spring 2020, the team narrowed the choices from four to three, eliminating Studies Weekly due to parent, teacher, and committee concerns over discriminatory content on the student facing web platform. Studies Weekly is working to remove this content, but the committee was not confident it would be completely removed by the Fall of 2021.

After further review in the Fall and Winter of 2020-2021, based on the CHSSP rubric, the committee determined that McGraw Hill and TCI should continue for further consideration.

Trial During Winter 2020-2021

Following February presentations from both publishers, the T&L department arranged with McGraw Hill and TCI to pilot the online versions of their materials at no cost for all H-SS CRC teachers until April 1, 2021. The pilot included digital materials and student workbooks from both programs. The purpose of the pilot was to:

- Provide H-SS CRC teachers access to the entire curriculum to review all elements with students.

- Enable the H-SS CRC to thoroughly vet both sets of materials to gain a full understanding of the strengths and weaknesses of each program while adding evidence to the rubrics based on their usage with students.

Members of the H-SS CRC used elements from both sets of materials. The members were asked to reflect on the implementation of the materials with students and determine what changes they felt were needed in the rubric scores and ratings as the short trial period came to an end. On April 1, 2021, the H-SS CRC reviewed the results of the trial period feedback and updated rubrics. After thoughtful discussion on the pros and cons of each program, a clear majority of the committee members concluded that TCI best met the needs of the students and teachers of the Glendale Unified School District. Nineteen of the CRC members expressed strong preference for TCI. Six members felt either program would work, and six others had some reservations. If approved by the Board, the upcoming training on the TCI program will include special attention given to the areas of concern expressed during the committee's deliberation.

Family Engagement

The T&L department hosted an initial Parent Night on November 5, 2020, to provide information on the H-SS instructional materials adoption process. Over 30 parents attended this first parent night along with 11 GUSD staff members, including translators. The presentation included the process overview of the Elementary Curriculum Review Committee (CRC) and the Grade 6-12 CSC and a review of the various resources and rubrics the teams were using to inform their evidence-based decisions:

- California History-Social Science Framework (including highlights of where the framework already includes culturally relevant and responsive content)
- FAIR Act and its focus on traditionally under-represented groups
- C3 Framework and its focus on inquiry
- Rubrics (CHSPP and FAIR) being used by the adoption committees to focus their selection on evidence
- Social Justice Standards from Teaching Tolerance as a supplement being considered in all subject areas, including History-Social Science

Following lively discussions of each resource, a poll was used to gather input from parents on what they considered most important in selecting new materials for H-SS. The results are shown in the first two columns of the chart below. The four most important components of a new program in the view of this stakeholder group were:

- Promotes inquiry and critical thinking
- Culturally relevant and responsive
- Understanding multiple perspectives

- Emphasis on citizenship

A second parent night was held on April 7, 2021, to provide more detailed information on the recommendation of TCI for grades K-5. There were four parents/guardians in attendance. After a brief review of the process, representatives from TCI provided a thorough review of the program from the student and teacher perspective. A poll was conducted at the end to get feedback on whether or not the group saw evidence of the top four priorities established in the November parent group meeting.

The chart below summarizes the parent input and shows that the parents who attended the January parent meeting found strong or some evidence of the priorities established at the November parent meeting within the TCI program.

Most Important Component:	Nov 5 Meeting	<u>Strong/Some Evidence Jan 27</u>
Promotes inquiry and critical thinking	26	3
Culturally relevant and responsive	17	3
Understanding multiple perspectives	16	3
Emphasis on citizenship	11	3
Accessible for all learners	8	
Supports language and literacy development	5	
Addresses all of the content in the framework	4	

The results of the first poll were shared with the H-SS CRC prior to their final recommendations. The results of both polls were shared with principals and District staff prior to their recommendations.

Recommendation

The Superintendent recommends an eight-year adoption of TCI for History-Social Science for grades K-5 with implementation beginning in the Fall of 2021. The pricing structure is more favorable with a longer adoption and there are no anticipated changes to the framework or standards in the next eight years for History-Social Science. TCI materials include hard cover textbooks, online resources, and consumable interactive notebooks. TCI offers both English and Spanish programs. For FLAG languages other than Spanish, the program will be phased in as it is translated. FLAG teachers will use the resources they

currently have available when history is taught in the target language until the TCI resources are translated.

The estimated cost for the instructional materials is \$2,500,000 and will be funded through Educational Services funds.

Next Steps

Pending Board approval, the T&L department will begin the process of ordering instructional materials for delivery to sites in August and provide training on the new materials to teachers with a variety of options in the Spring, Summer, and early Fall. The new TCI materials will be implemented in classrooms in August 2021. The old instructional materials will be recycled or discarded.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 4

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning
Dr. Narineh Makijan, Coordinator III, College and Career Division
Dr. Lonny Root, Principal, Alternative Education Programs
Dr. Christin Molano, Assistant Principal, Alternative Education Programs

SUBJECT: **Approval of Glendale Unified School District Online College and Career Academy**

The Superintendent recommends that the Board of Education approve the Glendale Unified School District Online College and Career Academy with embedded early college credits, career training and opportunities to prepare for life beyond high school.

Glendale Unified School District (GUSD) has been awarded a \$1.7 million grant through the K12 Strong Workforce Program (Round 3) to plan, prepare and implement the GUSD Online College & Career Academy (OCCA) for Fall 2021. The grant provides funds for staffing, technology, curriculum, training and infrastructure support to meet industry standards and equipment requirements needed to prepare students for high school graduation and the Business and Entrepreneurship industry.

OCCA Information

The discussion about a possible virtual school started prior to COVID during a task force meeting to discuss declining enrollment and counter students transferring to online charter schools. During COVID-19 distance learning, the District learned that there were some students who actually did better and were happier learning virtually and the conversation and planning of a virtual school started again. This program is not designed for a short-term response to COVID-19 distance learning but is a long-term program that will help prepare students for college and career through a very robust collaborative learning program.

The online academy is an innovative program that will provide students a personalized learning experience with embedded early college credits, career training and opportunities to prepare for life beyond high school. The new OCCA will prioritize flexibility for students who thrive in a virtual learning environment with enhanced technology and social/emotional support along with clear Career Technical Education pathways to high school completion, industry-recognized certifications, and postsecondary enrollment/career options.

Students will have the opportunity to enroll in Business (Entrepreneurship, Finance/Accounting and Marketing) pathway courses, earn early college transferable course credits and receive industry recognized badges and certifications. Business and Entrepreneurship is a top priority sector and “strengthening career pathways and programs of study in partnership with K12 school districts” is a regional priority in 2020. The small business sector (1 of 9 key Doing What Matters initiative industry sectors) includes training programs to prepare students for career and postsecondary work with 102,000 job openings in the short term.

Glendale is a large city, home to multibillion-dollar corporations employing a substantial workforce, including Avery Dennison, Legal Zoom, Univision Communications, DreamWorks Studios and Walt Disney Animation Studios. Students in the OCCA will have an opportunity to participate in work-based learning activities.

OCCA Student Definition

OCCA will cater to students with an independent streak, the very same students with the drive to try something new and forge their own futures. Often these are students who get left out of traditionally structured high school programs; students with unrecognized potential who excel in contexts and ways that don’t fit the mold.

The new OCCA will prioritize flexibility for students who thrive in an online learning environment, particularly those underserved or from special populations including the sizable population of English learners in GUSD. OCCA is also designed for students who value flexibility from virtual instruction and want an alternative to traditional in-person school. This is a great opportunity for young people who are creative, entrepreneurial, and motivated to get ahead in their college and career aspirations and goals.

OCCA Program Goals

Students who excel in an online learning environment will have the opportunity to create a flexible schedule to complete courses with structured supports that include:

- Live teacher-directed breakout sessions/supports

- Academic coaches to support students' executive functioning skills and academic progress
- School counselor and college counselor supports
- Tutoring
- Lab access (in-person)
- Social Emotional Learning and support (virtual and in-person)
- Peer activities (virtual and in-person)

Upon completion of OCCA students will:

1. Earn a high school diploma
2. Be A-G certified
3. Earn early college credits
4. Earn industry certifications
5. Participate in Work Based Learning (WBL)-Internship
6. Earn a community college certificate and many students will successfully graduate with a high school diploma and associate's degree at the same time

OCCA graduates will be able to immediately become entrepreneurial job creators, enter higher paying career roles, and transfer into four-year college programs having already proven their ability to successfully complete college level work.

OCCA Curriculum and Courses

The online curriculum will be offered through Fuel Education and APEX as a mix of online and live teacher directed small group instruction. The learning management system will be Canvas with the same student data system "Q" that GUSD currently uses. The curriculum will be online, and teachers and staff will be trained in trauma-informed practices to support student's social emotional learning. Additionally, executive functioning skills training will be provided for both staff and students.

Students will have an individualized four-year plan that will meet high school graduation course requirements and early college credits to fulfill the business/entrepreneurship community college certificate requirements and general education Intersegmental General Education Transfer Curriculum (IGETC) requirements.

OCCA curriculum is appropriate for students who are receiving Special Education services and who are designated as English Language Learners (ELL). ELL students at the bridging level and some expanding levels can enroll in this program and support would be in place similar to what is available at the other schools. As designed, the program would not be appropriate for students at the emerging level.

Teachers' weekly schedule will include the following activities/responsibilities:

- Lesson planning and grading
- Live/zoom instruction and student supports
- Office hours and individual student meetings/assessments
- Individual case management with OCCA team (administrator, school counselor, academic coach, academic teacher)
- Monitor student progress
- Communication with student, parent, school counselor, academic coach, administrators

Students weekly schedule will include the following activities:

- Building community utilizing restorative circles
- Coaching (weekly 1:1)
- Clubs (Entrepreneurs Club and other clubs of interest)
- Work based learning (WBL) activities, such as guest speakers, field trips, college visits
- Online Homework Café
- High school and college courses for credit

OCCA Individualized Student Plan

The individualized student plan will include high school graduation requirements, A-G four-year college admission requirements, and Glendale Community College (GCC) courses that will satisfy the Business, Entrepreneurship and Marketing certification requirements. The plan will also include community college general education (IGETC) courses to afford students the option to transfer to UC/CSU upon graduation.

General elective classes will be completed through the online curriculum and supported by the OCCA teachers. More specialized electives can be done through a dual enrollment process with the student's home school, community college courses or through community activities. The Career Technical Education (CTE) pathway courses and GCC courses will also count as elective credits.

OCCA is designed for students to begin in the 9th grade and continue the program for four years to complete the CTE pathway and to earn the industry badges/certifications and college certificate. To ensure completion of the program goals, students would need to enroll in the 9th grade. Students could enter in 10th or 11th grade, but may not be able to achieve all of the goals of the program, unless they took those courses at their home school.

Sample 9th Grade Student Schedule

Coaching (weekly 1:1)
Online Clubs & WBL activities (Industry Speakers, Field Trips, College Visits)
Online Homework Café
Courses for Credit:
1. Business, Entrepreneurship and Marketing (HS or Community College Course)
2. Elective(s) (PE, Health, VAPA, CTE)
3. English
4. Math (tailored to student level)
5. Language other than English (LOTE)/World Languages
6. Integrated Science Course

Location of OCCA

OCCA teachers will be teaching from a classroom on a campus. The plan for the 2021-2022 school year is for those classrooms to be housed with Verdugo Academy on the College View campus. There is space there, it is centrally located in Glendale, and is in close proximity to Glendale Community College (GCC).

Enrollment

The OCCA will begin with the first cohort of ninth grade students during the 2021-2022 school year and in year two, the 2022-2023 school year, seventh grade will be added. The goal for the program is to encourage out-of-district students to apply as well as directly communicate with families who checked out of the District and live within the boundaries of GUSD to return and enroll in the OCCA program. The chart below represents the OCCA projected enrollment numbers for the next six years.

Grade	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
7		60	60	60	90	90
8			60	60	60	90
9	60	60	60	60	90	90
10		60	60	60	60	90
11			60	60	90	90
12				60	60	90
Total	60	180	300	360	450	540

Priority enrollment will be for 9th grade GUSD students. If space permits, 9th grade students who do not reside within GUSD attendance boundaries will be admitted. The Student Support Services Department provided staff the list of GUSD students who checked out the District during the 2020-21 school year. Staff will directly contact those families to share the OCCA information and encourage those families to apply.

Stakeholder Meetings

The GUSD team held three stakeholder meetings on February 4, 18, and April 19, 2021, and one student focus group meeting on April 14, 2021, to gather input and recommendations from teachers, school counselors, principals, assistant principals, community college partners, District leadership, Parent Teacher Association leadership, Glendale Educational Foundation, parents, students and community partners. The meeting provided the participants information about the program and participants had an opportunity to provide feedback in small-facilitated groups for content, operations and technology, engagement, and equity and access.

Throughout the process, teachers' opinions and expertise was solicited, sometimes in formal meetings and sometimes informally. When researching an appropriate online curriculum, teacher specialists from Teaching and Learning, and teachers at Verdugo Academy and Daily High School were part of that team. Prior to the scheduling of the stakeholder meeting, staff emailed the Glendale Teachers Association (GTA) Vice President on December 11, 2020, to begin the collaborative process by asking for names of members that would be interested in the planning of the OCCA. On December 14, 2020, the GTA Vice President provided three names of members that were interested in the planning of OCCA. Three stakeholder meetings were held that included GTA leadership, teachers, counselors, and other stakeholders. Of the three members selected by GTA leadership, one was an active participant at all three meetings, one only attended the first meeting, and one attended the first and last meeting.

OCCA team held three stakeholder meetings. The participant list is included below:

February 4, 2021 participants:

Dr. Narineh Makijan, Noushig Manoukian, Dr. Chris Coulter, Alison Curtiss, Dr. Christin Molano, Dr. Kyle Bruich, Dr. Lonny Root, Carmine Castaldo, Janelle Evans, Amber McLeod, Ani Adjemian, Barbarella Fokos, Jennifer Cano, Dr. Kelly King, Kristine Lowe, Marisela Canela, Martha Cuevas, Dr. Mary Mason, Meg Chil-Gevorkyan, Olga Iraheta, Rebecca Johnson, Romela Khachikyan, Taline Arsenian, Tzoler Oukayan, Dr. Vivan Ekchian

February 18, 2021 participants:

Dr. Narineh Makijan, Noushig Manoukian, Dr. Chris Coulter, Dr. Cristin Molano, Dr. Lonny Root, Dr. Mary Mason, Alison Curtiss, Barbarella Fokos, Carmine Castaldo, Janelle Evans, Kristine Lowe, Dr. Kyle Bruich, Dr. Linda Junge, Marisela Canela, Olga Iraheta, Rebecca Johnson

April 19, 2021 participants:

Dr. Narineh Makijan, Dr. Christin Molano, Dr. Lonny Root, Noushig Manoukian, Taline Arsenian, Dr. Mary Mason, Alison Curtiss, Carmine Castaldo, Janelle Evans, Dr. Chris Coulter, Jennifer Cano, Jessie Brumfiel, Romela Khachikyan, Kristine Lowe, Meg Chil-Gevorgyan, Olga Iraheta, Rebecca Johnson, Sarah Morrison, Dr. Vivian Ekchian

Program Impact on GUSD Teachers

For the Online College and Career Academy, which is a new school, two full-time teachers, one school counselor, and other clerical staff will be hired to launch the program for the 2021-22 school year. OCCA teachers and the school counselor will be Glendale Teachers Association (GTA) unit members. All OCCA teachers will be subject to the General On-Site Obligation set forth in Article 7 in the Collective Bargaining Agreement. Additional negotiable effects related to the new online school will be discussed with GTA.

OCCA will provide students early college courses and GCC college instructors will teach the specific courses. There will be no displacement of GUSD teachers, as indicated in the Memorandum of Understanding between GUSD and GCC that includes language from Assembly Bill 288, which specifies no displacement of faculty due to dual enrollment and early college programs:

No Displacement of Faculty: GUSD Certifies that no existing high school teacher who was teaching the same course on the high school campus offered under this Agreement has been displaced or terminated because a community college instructor is teaching that same course. GCC certifies that a qualified high school campus has not displaced or resulted in the termination of an existing community college member teaching the same course at the partnering community college campus.

OCCA and Verdugo Academy

The new OCCA will prioritize flexibility for students who succeed in a virtual learning with a specific individualized plan based on each student's college and career goals. OCCA program will include embedded social/emotional support provided by a school counselor, academic teachers, coaches along with clear Career Technical Education

pathway in Business/Entrepreneurship that leads to high school completion, industry-recognized certifications, and postsecondary certifications and early college credits.

Verdugo Academy is a K-12 accredited independent study program that provides quality instruction to all students and college prep for high school students. Students in secondary meet with teachers at least weekly to receive basic instruction, assignments, assessments, and feedback on completed assignments. Students complete these assignments independently at their homes. Teachers provide small group instruction in areas of need at least weekly either in person or via Zoom. Students in elementary meet with the teacher, along with their parent(s), weekly. The Verdugo Academy teacher works with the parent to provide instruction on the subject matter and the lessons/assignments the student needs to complete.

Next Steps

Pending Board approval, following are next steps:

May 5, 2021	Interest Survey to 8th grade families
May 10, 2021	OCCA Application Period Opens
May 11, 2021	Virtual Parent Information Sessions at 12:00 pm and 5:00 pm
May 17, 2021	Open classified and certificated positions for OCCA
June 21, 2021	Student Application closes
June 28 , 2021	Notification to applicants
July 1, 2021	Purchase order will be submitted for curriculum, learning platform, support programs, and supplemental materials

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 3: Ensure the Health and Safety of GUSD Students and Employees – Strengthen mental health support and programs; develop

proactive health and safety procedures; and support physical, social, and emotional wellbeing.

TO SUPPORT 2020-2021 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 4, 2021

ACTION REPORT NO. 5

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

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

SUBJECT: **Approval of Additional Services Agreement Between Glendale Unified School District and Therapy Travelers, LLC**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Therapy Travelers, LLC in the amount of \$180,000 for providing contracted psychologists and speech therapists.

At its meeting of July 14, 2020, the Board of Education approved a contract with Therapy Travelers, LLC in the amount of \$400,000 to provide contracted psychologists, speech therapists, and speech therapy assistants to Special Education students. However, it is estimated that an additional \$180,000 will be needed to cover provided services for the remainder of the 2020-2021 school year. Due to the impact of COVID-19, there has been a need to increase contracted services to address backlogs of assessments, therapy and IEP meetings that resulted from staff working from home and not being as accessible for in-person assessments and services. For these reasons, the contract was exhausted earlier than what was initially planned in July 2020, and there continues to be a need for the contracted services through June 30, 2021. The current backlog of assessments, therapy and IEP meetings are areas of exposure for the District due to IEP timeline compliance and potential compensatory service issues.

COVID-19 or Special Education funds will be used to pay for these services as appropriate.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

GLENDALE UNIFIED SCHOOL DISTRICT

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

SERVICES AGREEMENT

This **Agreement** for Professional Services ("Agreement") is made and entered into as of the 9th day of April, 2021 by and between the Glendale Unified School District, ("District") and Therapy Travelers, LLC a corporation, whose place of business is Long Beach, CA [City], herein referring to as ("Contractor"), (together, "Parties").

WITNESSETH: The parties do hereby contract and agree as follows:

1. *Services Description.* CONTRACTOR will perform the services described in the "Scope of Work" attached hereto as Addendum A and made a part thereof.

NOW, THEREFORE, the Parties agree as follows:

1. **Term.** Contractor shall commence providing services under this Agreement on April 9, 2021 and will diligently perform as required and complete performance by June 30, 2021
2. **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
- X Fingerprinting/Criminal Background Investigation Certification
- X Insurance Certificates and Endorsements
- X W-9 Form
- X Non-collusion Declaration
- X Tuberculosis Clearance

3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) One hundred eighty thousand dollars (\$ 180,000.00) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

Note: Accounts Payable will not process payment until the services have been completed. 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, except as follows:
 - 4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, 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 employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. 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.
6. **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, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
 - 8.1. **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.
 - 8.2. **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.
 - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 8.3.1. material violation of this Agreement by the Contractor; or
 - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
 - 8.3.3. 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.

9. **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.

10. **Insurance.**

10.1. 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	\$ 1,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
Professional Liability	\$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

10.1.1. **Commercial General Liability and Automobile Liability Insurance.**
 Commercial General Liability Insurance and Any Auto Automobile Liability

Insurance that shall protect the Contractor, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)

10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the 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.

10.1.3. **Professional Liability (Errors and Omissions).** Professional Liability Insurance as appropriate to the Contractor's profession.

10.2. **Proof of Carriage of Insurance.** The 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:

10.2.1. 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."

10.2.2. 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.

10.2.3. 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.

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

10.3. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.

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

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **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.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **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).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **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.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
 - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
 - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

20. **Confidentiality.** The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does 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.

21. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

District:

Glendale Unified School District
223 N. Jackson Street
Glendale, California 91206
ATTN: Arik Panossian

Contractor:

Therapy Travelers, LLC
355 Redondo Ave.
Long Beach, CA 90814
Alicia Moreno

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.

22. **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.
23. **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.
24. **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.
25. **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.
26. **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.
27. **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.
28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

30. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.
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.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **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, 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.
39. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
40. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. 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.
41. **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 Party'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 other Party's premises. The operation of vehicles by either Party's personnel on the other Party's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party's property and involving either Party's personnel shall be reported promptly to the appropriate Party's personnel. 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 other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. 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. They 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.

42. **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.

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name Therapy Travelers, LLC

By: _____ Vice President
Signature _____ Title: _____
Maria Lankenau _____ Dated: _____, 20 21
Print Name _____

By: _____ Vice President
Signature _____ Title: _____
Maria Lankenau _____ Dated: _____, 2021
Print Name _____

*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary;) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

Information regarding Contractor:

License No.: _____

82-2788806 :

Address: 355 Redondo Ave.

Employer Identification and/or Social Security Number

Long Beach, CA 90814

Telephone: (714)464-4461

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Contractor to furnish the information requested in this section.

Facsimile: _____

E-Mail: CLarson@therapytravelers.com

Type of Business Entity:

- Individual
- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation, State: CA
- Limited Liability Company
- Other: _____

Glendale Unified School District

By: _____

Date: _____

Print Name: Dr. Kelly King

Print Title: Assistant Superintendent, Educational Services

ATTACHMENT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

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

Contractor may provide the following General Services:

Consultant, as needed, to provide speech, occupational & physical therapy and psychological services to Special Education students.

Rates: School Psychologist: \$90/hour
Speech Language Pathologist: \$85/hour
Speech Language Pathologist Assistant: \$65/hour
Occupational Therapist: \$85/hour
Physical Therapist: \$85/hour

Please note - Cancellation Notice (without cause)- 20 working days required
(by the district and or contractor)

*If there are any concerns, the contract can be termed immediately

Materials will be provided by the District

EXHIBIT "A"

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)

EXHIBIT "B"

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

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

The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto.

Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or

Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: _____

Title: _____

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor or Company: _____

Representative's Name and Title: _____

Signature: _____

EXHIBIT "C"

**NONCOLLUSION DECLARATION TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID**
(Public Contract Code section 7106)

The undersigned declares:

I am the _____ of Therapy Travelers, LLC, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].

Signature

Print Name

EXHIBIT "D"

TUBERCULOSIS CLEARANCE

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the Therapy Travelers, LLC ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or
- Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

Services cannot be rendered until all documentation is submitted and final approval is received.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 6

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

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

SUBJECT: **Approval of Additional Services Agreement Between Glendale Unified School District and Comprehensive Therapy Associates, Inc.**

The Superintendent recommends that the Board of Education approve a services agreement between Glendale Unified School District and Comprehensive Therapy Associates, Inc. in the amount of \$60,000 for providing contracted psychologists, speech therapists, and speech therapy assistants.

At its meeting of July 14, 2020, the Board of Education approved a contract with Comprehensive Therapy Associates, Inc. in the amount of \$350,000 to provide contracted psychologists, speech therapists, and speech therapy assistants to Special Education students. However, it is estimated that an additional \$60,000 will be needed to cover provided services for the remainder of the 2020-2021 school year. Due to the impact of COVID-19, there has been a need to increase contracted services to address backlogs of assessments, therapy and IEP meetings that resulted from staff working from home and not being as accessible for in-person assessments and services. For these reasons, the contract was exhausted earlier than what was initially planned in July 2020, and there continues to be a need for the contracted services through June 30, 2021. The current backlog of assessments, therapy and IEP meetings are areas of exposure for the District due to IEP timeline compliance and potential compensatory service issues.

COVID-19 or Special Education funds will be used to pay for these services as appropriate.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

GLENDALE UNIFIED SCHOOL DISTRICT

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

SERVICES AGREEMENT

This **Agreement** for Professional Services ("Agreement") is made and entered into as of the 23rd day of April, 2021 by and between the Glendale Unified School District, ("District") and Comprehensive Therapy Associates, Inc a corporation, whose place of business is Glendale, CA [City], herein referring to as ("Contractor"), (together, "Parties").

WITNESSETH: The parties do hereby contract and agree as follows:

- 1. *Services Description.* CONTRACTOR will perform the services described in the "Scope of Work" attached hereto as Addendum A and made a part thereof.

NOW, THEREFORE, the Parties agree as follows:

- 1. **Term.** Contractor shall commence providing services under this Agreement on April 23, 2021 and will diligently perform as required and complete performance by June 30, 2021
- 2. **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
- X Fingerprinting/Criminal Background Investigation Certification
- X Insurance Certificates and Endorsements
- X W-9 Form
- X Non-collusion Declaration
- X Tuberculosis Clearance

- 3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) Sixty thousand dollars (\$ 60,000.00) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

Note: Accounts Payable will not process payment until the services have been completed. 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, except as follows:

4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, 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 employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. 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.
6. **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, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
 - 8.1. **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.
 - 8.2. **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.
 - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 8.3.1. material violation of this Agreement by the Contractor; or
 - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
 - 8.3.3. 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.

9. **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.

10. **Insurance.**

10.1. 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	\$ 1,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
Professional Liability	\$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

10.1.1. **Commercial General Liability and Automobile Liability Insurance.**
 Commercial General Liability Insurance and Any Auto Automobile Liability

Insurance that shall protect the Contractor, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)

10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the 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.

10.1.3. **Professional Liability (Errors and Omissions).** Professional Liability Insurance as appropriate to the Contractor's profession.

10.2. **Proof of Carriage of Insurance.** The 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:

10.2.1. 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."

10.2.2. 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.

10.2.3. 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.

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

10.3. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.

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

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **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.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **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).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **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.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
 - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
 - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

20. **Confidentiality.** The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does 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.

21. **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: Ark Panossian

Contractor:

Comprehensive Therapy Associates, Inc
111 N. Jackson Street, Suite 202
Glendale, CA 91206
Niki Daduryan

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.

22. **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.
23. **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.
24. **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.
25. **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.
26. **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.
27. **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.
28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

30. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.
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.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **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, 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.
39. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
40. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. 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.
41. **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 Party'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 other Party's premises. The operation of vehicles by either Party's personnel on the other Party's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party's property and involving either Party's personnel shall be reported promptly to the appropriate Party's personnel. 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 other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. 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. They 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.

42. **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.

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name Comprehensive Therapy Associates, Inc

By: _____ Director _____
Signature _____ Title: _____
Niki Daduryan _____ Dated: _____, 2021
Print Name _____

By: _____ Director _____
Signature _____ Title: _____
Niki Daduryan _____ Dated: _____, 2021
Print Name _____

*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary;) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

Information regarding Contractor:

License No.: _____
Address: 111 N. Jackson Street, Suite 202
Glendale, CA 91206
Telephone: (877)282-7799
Facsimile: (310)997-0396
E-Mail: ndaduryan@gusd.net

46-0805726:
Employer Identification and/or
Social Security Number

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Contractor to furnish the information requested in this section.

Type of Business Entity:
 Individual
 Sole Proprietorship
 Partnership
 Limited Partnership
 Corporation, State: California
 Limited Liability Company
 Other: _____

Glendale Unified School District

By: _____ Date: _____
Print Name: Dr. Kelly King
Print Title: Assistant Superintendent Educational Services

ATTACHMENT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

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

Contractor may provide the following General Services:

Consultant, as needed, to provide speech, assessments and IEP services to Special Education students.

Rate: SLP: \$85/hour
SLPA: \$65/hour

EXHIBIT "A"

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)

EXHIBIT "B"

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

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

The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto.

Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or

Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: _____

Title: _____

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor or Company: _____

Representative's Name and Title: _____

Signature: _____

EXHIBIT "C"

**NONCOLLUSION DECLARATION TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID**
(Public Contract Code section 7106)

The undersigned declares:

I am the _____ of Comprehensive Therapy Associates, Inc, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____[date], at _____[city], _____[state].

Signature

Print Name

EXHIBIT "D"

TUBERCULOSIS CLEARANCE

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the Comprehensive Therapy Associates, Inc ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or
- Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

Services cannot be rendered until all documentation is submitted and final approval is received.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Mary Mason, Executive Director, Educational Services
Dr. Marine Avagyan, Director, Equity, Access, & Family Engagement

SUBJECT: **Approval of Purchase of Student Kits from Mango Math Group for Summer Camp EXCEL, Intervention and Enrichment Programs**

The Superintendent recommends that the Board of Education approve the purchase of Mango Math kits in the amount of \$63,130.20 for use as targeted supplementary instructional resources for English Language learners at all elementary school sites for students in Grades K-6 for the Summer Camp EXCEL program and school year intervention and enrichment programs.

In the summer of 2021-2022, all 20 elementary schools in the Glendale Unified School District will host Camp EXCEL offering students a high impact, high quality summer program. English learners will be provided with targeted instruction to advance their language and mathematics proficiency through the use of the Mango Math curriculum.

Mango Math is a program designed to support language learners through collaboration and the use of productive language. Mango Math reinforces the use of academic language while supporting students through building and deepening their conceptual understanding of mathematics. English learners will interact with peers in meaningful ways using the academic language of math as they play the games in each kit. Students will learn to offer opinions and build their negotiation skills through the games.

Mango Math allows English learners the setting to adapt their use of language to different situations through small group play using math games. The program is manipulative-based with reusable games, engaging students in hands-on learning opportunities that incorporate oral language development. Mango Math also builds math confidence, self-esteem, and social interaction through the supportive group play interactions.

Mango Math is an effective tool that will continue to provide targeted support and instruction for English learners during Camp EXCEL and as part of intervention and acceleration efforts during the school year. The lessons provide the flexibility to support differentiation for small group instruction. The lessons allow teachers the opportunity to adjust the complexity of the skills based on students' needs and progress. Mango Math lessons are grouped by math strand; however, they may be played in any order as English learners build their language skills. The repetition of the lessons is encouraged to allow for greater opportunities to increase students' proficiency in the skills, to improve the cognitive understanding, and to develop new strategies and language to demonstrate knowledge.

The purchase of the Mango Math kits will be paid using Title III English Learner funds for a total of \$63,130.20.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.



Mango Math Group LLC

73186 Somera Road
Palm Desert, CA 92260-6040
(425) 260-3221
info@mangomath.com
http://mangomath.com

Estimate

ADDRESS

Kelly Stubbs
Glendale Unified School District
223 N Jackson Street
Glendale, CA 91206

SHIP TO

Kelly Stubbs
Glendale Unified School
District
223 N Jackson Street
Glendale, CA 91206

ESTIMATE # 1216

DATE 04/21/2021

ACTIVITY	QTY	RATE	AMOUNT
MANGO Math Kindergarten through Pre-Algebra Complete Kit set	20	2,765.00	55,300.00T
MANGO Math Deluxe Kindergarten Math Kit	1	419.00	419.00T

Thank you for your interest in Mango Math. This estimate is valid for 30 days from the Estimate Date.

SUBTOTAL	55,719.00
TAX (0.1025)	5,711.20
SHIPPING	1,700.00
TOTAL	\$63,130.20

Accepted By

Accepted Date

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 8

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Mary Mason, Executive Director, Educational Services
Dr. Marine Avagyan, Director, Equity, Access, & Family Engagement

SUBJECT: **Approval of Purchase of Student Kits from Scholastic Education for Summer Camp EXCEL, Intervention and Enrichment Programs**

The Superintendent recommends that the Board of Education approve the purchase of Scholastic Literature (Scholastic LitCamp) kits in the amount of \$272,375.38 for use as targeted supplementary instructional resources for English Language learners at all elementary school sites for students in Grades K-6 for the Summer Camp EXCEL program and school year intervention and enrichment programs.

In the summer of 2021-2022, all 20 elementary schools in the Glendale Unified School District will host Camp EXCEL offering students a high impact, high quality summer program. English learners will be provided with targeted instruction to advance their language proficiency through the use of the Scholastic LitCamp kits.

Scholastic LitCamp is a program designed to support language learners by creating a learning environment where students interact with language in meaningful ways, while also learning how English works. The grade-specific kits include a set of books, which allow teachers to select the appropriate content that will support addressing the needs of students.

The lessons are designed to support new reading skills, positive attitudes toward reading, and social-emotional learning. The structure of the lessons allows language learners to collaborate as they listen to stories and dialogue, while learning to ask and answers questions. The program introduces students to a variety of texts that support the understanding of different types of text and the language features of each. Building

academic language and learning how to consider the audience is also a part of Scholastic LitCamp's support for English learners.

The writing component of the program provides English learners support in learning about how language works through enriching stories and activities. The focus on comprehension supports language learners with skills to organize their thoughts and understandings through written and oral language. Scholastic LitCamp supports English learners with oral language development, increased reading fluency, and writing strategies. It also builds language confidence, self-esteem, and social interaction through the supportive, collaborative dialogue and engaging lessons.

Scholastic LitCamp is an effective tool that will continue to provide targeted support and instruction for English learners during Camp EXCEL and as part of intervention and acceleration efforts during the school year. The lessons provide the flexibility to support differentiation for small group instruction. They are centered around quality literature books as English learners build their oral and written language skills. The kits contain books for each student and have lessons that focus on developing oral literacy, fluency, and writing skills. Scholastic LitCamp builds academic language through the social-emotional topics and themes of each story.

The purchase of the Scholastic Literature kits will be paid using Title III English Learner funds for a total of \$272,375.38.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

BILL TO:
Glendale Unified School District Kelly Stubbs 223 N. Jackson Glendale, CA 91206-4334 600001052

Quote Number 2021-0419G

Mail or fax PO to: Scholastic Inc.
P.O. Box 7502
Jefferson City, MO 65102
FAX: 800-560-6815
email: educationorders@scholastic.com

SHIP TO:
Glendale Unified School District Kelly Stubbs 223 N. Jackson Glendale, CA 91206-4334 600001052

YOUR PO#
TOTAL FROM BELOW \$ 272,375.38

2020-2021 EDUCATION CATALOG
Individual paperback titles reflect a 25% discount

CONTACT INFORMATION:

Mishel Downie
Scholastic Education
800.387.1437 ext. 6232
mdownie@scholastic.com

YOUR PRICE expires: August 31, 2021

Items listed are subject to availability.

DESCRIPTION	ITEM #	QTY	LIST PRICE	YOUR PRICE	AMOUNT
LitCamp Yellow Bunk Grades K-1 (15 Students)	4ML-865277	29	\$973.33	\$730.00	\$ 21,170.00
LitCamp en español: Cabaña amarilla Grade PreK-K	4ML-839953	2	\$973.33	\$730.00	\$ 1,460.00
LitCamp Red Bunk Grades K-1 (15 Students)	4ML-834047	46	\$973.33	\$730.00	\$ 33,580.00
LitCamp en español: Cabaña roja Grades K-1	4ML-839953	3	\$973.33	\$730.00	\$ 2,190.00
LitCamp Orange Bunk Grades 1-2 (15 Students)	4ML-834048	46	\$973.33	\$730.00	\$ 33,580.00
LitCamp® en español: Cabaña anaranjada Grades 1-2	4ML-839954	3	\$973.33	\$730.00	\$ 2,190.00
LitCamp Turquoise Bunk Grades 2-3 (15 Students)	4ML-834050	46	\$973.33	\$730.00	\$ 33,580.00
LitCamp en español: Cabaña turquesa Grades 2-3	4ML-839955	3	\$973.33	\$730.00	\$ 2,190.00
LitCamp Green Bunk Grades 3-4 (15 Students)	4ML-834051	46	\$973.33	\$730.00	\$ 33,580.00
LitCamp en español: Cabaña verde Grades 3-4	4ML-839986	3	\$973.33	\$730.00	\$ 2,190.00
LitCamp Blue Bunk Grades 4-5 (15 Students)	4ML-834052	41	\$973.33	\$730.00	\$ 29,930.00
LitCamp® en español: Cabaña azul Grades 4-5	4ML-839987	3	\$973.33	\$730.00	\$ 2,190.00
LitCamp Purple Bunk Grades 5-6 (15 Students)	4ML-834054	41	\$973.33	\$730.00	\$ 29,930.00
Professional Deveelopment for LitCamp Webinar 30 people	4ML-659616	4	\$799.00	\$799.00	\$ 3,196.00
<p>*State law requires sales tax be added to your order unless we have sales tax exemption certificate on file. Tax on this quote may be your estimated tax, actual tax will be charged at the time of shipping. Scholastic terms are FOB shipping point unless otherwise noted on the purchase order. If tax has been added to your order and you are exempt from sales tax, please fax your "sales tax exemption certificate" to 1-800-560-6815 or mail to Scholastic Inc., 2931 E. McCarty Street, Jefferson City, MO., 65101.</p>					<p>Subtotal \$ 230,956.00</p> <p>7% S&H \$ 16,096.50</p> <p>*Tax 10.25% \$ 25,322.88</p> <p>TOTAL \$ 272,375.38</p>
<p>THANK YOU FOR YOUR BUSINESS! Customer Service: 1-800-724-6527 Option 3</p>					
Most deliveries in the US can be expected in approximately 2 weeks after your order/PO is received.	Expedited orders are subject to approval and will require a 14% upcharge on all products.	F.O.B. POINT	NEED BY DATE:	TERMS	
		Jefferson City, MO		Net 30	
<p><i>Prices subject to change - prices based on total purchase - all delivery, training or consulting services to be billed at published rates for each activity involved.</i></p>					

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 9

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Stepan Mekhitarian, Interim Director, Innovation, Instruction, Assessment & Accountability

SUBJECT: Approval of College Board Contract Renewal for 2021-2022

The Superintendent recommends that the Board of Education approve a contract between the College Board and Glendale Unified School District in the amount of \$59,295 (actual total to be based on enrollment) for the Preliminary SAT/National Merit Scholarship Qualifying Test Early Participation Program in the 2021-2022 school year.

The Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) is a practice version of the SAT exam administered by the College Board. The PSAT can be taken once per year and many students take the test in both 10th and 11th grade. Earning a high score on the PSAT in 11th grade can qualify students to receive a National Merit Scholarship. One hundred and eighty million dollars in merit scholarships are awarded to students each year. The PSAT is 2 hours and 45 minutes long and tests skills in reading, writing, and math.

Starting in 2018-2019, the College Board required districts to administer either a minimum of two tests such as the SAT or PSAT/NMSQT or a minimum of two grade levels in order to qualify for a contract with discounted test rates. Since 2018-2019, the District has covered the cost of the PSAT/NMSQT for 10th and 11th graders at Clark Magnet, Crescenta Valley High, Glendale High, and Hoover High. For the 2021-2022 school year, the District will once again cover the cost of the PSAT/NMSQT for both grades.

The contract period is from July 1, 2021 through June 30, 2022. The total cost of the test for both grades is \$59,295, which reflects a savings of \$11,859 due to contract pricing, and will be paid by Educational Services funds.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.



**COLLEGE BOARD'S
COLLEGE READINESS AND SUCCESS AGREEMENT #: CB-00029317**

THIS AGREEMENT, including all appendices, exhibits, and schedules attached hereto (this "Agreement"), is made as of this **July 01, 2021** ("Effective Date"), by and between Glendale Unified School District ("Client") and College Board ("College Board").

WHEREAS, College Board shall make available, and Client may order the following College Board exams, products, and services related to College Board's College Readiness and Success System.

NOW, THEREFORE, in consideration of the foregoing, the mutual covenants and undertakings contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby agree to the following:

1.0 Services. College Board shall furnish Client with the exams, products, licenses, services and/or materials (collectively, "Services") in accordance with the applicable schedules, which outline the Services hereunder, attached hereto and incorporated herein by this reference ("Schedule"). If Client has additional orders after the Effective Date of this Agreement, and during the Term (as defined in Section 2.1), the parties agree such Services shall be added by an addendum signed by both parties.

2.0 Term & Termination.

2.1 Term. This Agreement shall be for a term beginning as of the Effective Date and, unless sooner terminated as provided herein, will expire on June 30, 2022 ("Initial Term"). Client may renew this Agreement in twelve (12) month increments ("Renewal Term"), upon notice to the College Board of its intent to renew within thirty (30) days prior to the expiration date of this Agreement. During any Renewal Term, this Agreement shall be subject to College Board's then-current fees and policies at the time of renewal. The Initial Term and each subsequent Renewal Term shall be collectively referred to as the "Term." If, during the Term, Client decides to change to the administration of a digital College Board assessment, College Board reserves the right to attach an additional schedule specific to such administration, containing operational policies and any additional terms and conditions.

2.2 Termination. If either party breaches any of the provisions of this Agreement (including but not limited to Client's failure to make any payment when due), either party shall have the right to give the other party written notice to cure such breach within thirty (30) days and, if such breach is not cured within a thirty (30) day period, either party shall have the right to terminate this Agreement, without waiver of any other remedy, whether legal or equitable; provided, however, if Client breaches the Representations and Warranties or Ownership of Intellectual Property, or both, then College Board shall have the right to terminate this Agreement immediately.

2.2.1 Rights After Termination. If any Schedule is terminated for any reason, all rights granted to Client hereunder with respect to the Services under that Schedule shall cease, and Client shall; (a) immediately cease all use of the applicable Services and purge any and all software, content, and materials from Client's computer systems, storage media and files, and all copies thereof, as applicable, and (b) promptly return or destroy, at College Board's direction, content and materials, and all copies thereof, and all other confidential information of College Board then in Client's possession or under Client's control. Upon termination of this Agreement, College Board shall terminate Client's access to any systems to which Client has access under this Agreement.

2.2.2 Partial Payment Upon Termination. Client will compensate College Board for all services, including any costs associated with the initial deployment of resources in preparation for providing the Services under this Agreement, through the effective date of any termination in accordance with invoices issued or to be issued by College Board.

2.2.3 Availability of Services. In addition to its other rights hereunder, College Board may cease making certain Services commercially available at any time by providing Client sixty (60) days written notice. In such event, College Board will cease furnishing such Services under this Agreement and this Agreement shall continue in full force and effect, except for provisions specifically affecting such Services. College Board will refund Client any fees paid for the unused portion of such Services.

3.0 Fees and Payment. Client shall pay those fees set forth in each Schedule for the Services furnished during the 2021-2022 implementation year. Unless otherwise indicated in a Schedule, payment terms are Net 30.

4.0 Taxes. Client agrees to pay any sales, use, value added or other taxes or import duties (other than College Board's corporate income taxes) based on, or due as a result of, any fees paid to College Board under this Agreement, unless Client is



exempt from such taxes as the result of Client's corporate or government status and Client has furnished College Board with a valid tax exemption certificate.

5.0 Representations and Warranties.

5.1 Authority. Client represents and warrants that it is empowered under applicable state laws to enter into and perform this Agreement and it has caused this Agreement to be duly authorized, executed, and delivered.

5.2 College Board Services Warranty. College Board represents and warrants that it shall perform its obligations under this Agreement in a professional, workmanlike manner.

5.3 College Board Disclaimer of Implied Warranties. EXCEPT AS PROVIDED ABOVE, COLLEGE BOARD MAKES NO WARRANTIES WHATSOEVER AND PROVIDES THE SERVICES, AS APPLICABLE, ON AN "AS IS" AND "AS AVAILABLE" BASIS. COLLEGE BOARD HEREBY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT OF THIRD PARTY RIGHTS. COLLEGE BOARD DOES NOT WARRANT THE OPERATION OF THE DELIVERABLES TO BE UNINTERRUPTED OR ERROR-FREE OR THAT ALL DEFICIENCIES OR ERRORS ARE CAPABLE OF BEING CORRECTED. FURTHERMORE, COLLEGE BOARD DOES NOT WARRANT OR MAKE ANY REPRESENTATIONS REGARDING THE USE OF THE SERVICES OR THE RESULTS OBTAINED THEREFROM OR THAT THE SERVICES WILL SATISFY CLIENT'S REQUIREMENTS.

6.0 Limitation of Liability. TO THE EXTENT PERMITTED BY LAW, AND NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, THE TOTAL LIABILITY, IN THE AGGREGATE, OF COLLEGE BOARD AND ITS OFFICERS, TRUSTEES, PARTNERS, EMPLOYEES, AGENTS AND COLLEGE BOARD'S SUBCONTRACTORS AND CONSULTANTS, AND ANY OF THEM, TO CLIENT AND ANYONE CLAIMING BY, THROUGH OR UNDER CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS, OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM OR IN ANY WAY RELATED TO THIS AGREEMENT OR THE WORK PERFORMED BY COLLEGE BOARD PURSUANT TO THIS AGREEMENT FROM ANY CAUSE OR CAUSES, INCLUDED BUT NOT LIMITED TO THE NEGLIGENCE, PROFESSIONAL ERRORS OR OMISSIONS, STRICT LIABILITY OR BREACH OF CONTRACT OR WARRANTY EXPRESS OR IMPLIED OF COLLEGE BOARD OR COLLEGE BOARD'S OFFICERS, TRUSTEES, PARTNERS, EMPLOYEES, AGENTS, SUBCONTRACTORS OR CONSULTANTS OR ANY OF THEM, SHALL NOT EXCEED THE ACTUAL AMOUNT PAID TO COLLEGE BOARD UNDER THIS AGREEMENT FOR THE SPECIFIC SERVICE SUBJECT TO THE DAMAGES CLAIM.

IN NO EVENT SHALL EITHER PARTY, THEIR AFFILIATES OR THEIR SUBCONTRACTORS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES (INCLUDING, BUT NOT LIMITED TO, ANY DAMAGES FOR LOSS OF PROFITS OR SAVINGS, LOSS OF USE, BUSINESS INTERRUPTION OR THE LIKE), EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

7.0 Indemnification. To the extent permitted by law and notwithstanding any other provision of this Agreement, Client agrees to indemnify, hold harmless, and defend College Board from and against any and all liabilities, demands, claims, fines, penalties, damages, forfeitures, and suits, together with reasonable attorneys' and witnesses' fees and other costs and expenses of defense and settlement, which College Board may incur, become responsible for or pay out as a result of death or bodily injury or threat thereof to any person, destruction of or damage to any property, any violation of local state or federal laws, regulations, or orders, or any other damages claimed by third parties (collectively, "Damages") provided, however, that Client shall not be obligated to indemnify College Board to the extent such Damages are caused directly by the gross negligence or willful misconduct of College Board.

8.0 Ownership of Intellectual Property. Client agrees and acknowledges that all intellectual property provided under or pertaining to this Agreement, including, but not limited to, any College Board publications, College Board website(s), CD-ROMs, videos, examinations, and all items contained therein, including all copies thereof, all data and score reports and any parts thereof, all copyrights, trademarks, trade secrets, patents, and other similar proprietary rights are the sole and exclusive property of College Board. Nothing in this Agreement should be interpreted to indicate that College Board is passing its proprietary rights in and to College Board Intellectual Property to the Client except as specifically provided under a particular Schedule.

9.0 Miscellaneous.

9.1 Cooperation. Client shall cooperate fully with College Board, its agents, consultants, and subcontractors and provide all assistance as reasonably necessary for College Board to furnish the Services as applicable, including but not limited to:



(a) fulfilling its obligations under the applicable Schedule and (b) other assistance reasonably required by College Board to fulfill its obligations under this Agreement.

9.2 Force Majeure. Neither party shall be considered in default in the performance of its obligations under this Agreement to the extent that performance of its obligations is prevented or delayed in whole or in part by any cause beyond its reasonable control, whether foreseeable or not, including, without limitation, acts of God, acts or omissions of governmental authorities, strikes, lockouts or other industrial disturbances, acts of public enemies, terrorism, wars, blockades, riots, civil disturbances, curtailment of transportation, Client's failure to cooperate as described in Section 9.1 (Cooperation), pandemics or epidemics including without limitation COVID-19 virus or new strains of the COVID-19 virus, floods, hurricanes, tornadoes, environmental or nuclear contamination, and any other similar acts, events, or omissions (each a "Force Majeure Event") that make it illegal, impracticable, inadvisable, unsafe, or impossible for a party to perform its obligations under this Agreement, provided that College Board shall have a duty to reasonably mitigate, or cause to be mitigated, any such disruptions (or parts thereof). College Board's obligation to furnish the Services shall be suspended (or reduced, as applicable) during the period and to the extent that provision of the Services is disrupted by the Force Majeure Event, without such suspension or disruption constituting a material breach of its obligations under this Agreement.

9.3 Governing Law and Choice of Forum. This Agreement shall be construed in accordance with the terms and conditions set forth in this Agreement and the law of the State of California without regard to choice or conflict of laws principles that would cause the application of any other laws. Any dispute or controversy arising out of or relating to this Agreement or otherwise shall be determined by a court of competent jurisdiction in California State (or the Federal Court otherwise having territorial jurisdiction over such County and subject matter jurisdiction over the dispute), and not elsewhere, subject only to the authority of the Court in question to order changes of venue; provided, however, that prior to the instigation of any such action (other than an action for equitable relief) a meeting shall be held at a mutually agreed upon location, attended by individuals with decision-making authority to attempt in good faith to negotiate a resolution of the dispute. If within forty-five (45) days after such meeting the parties have not succeeded in resolving the dispute, either party may proceed at law, or in equity, in a court of competent jurisdiction. Client agrees not to demand a trial by jury in any action, proceeding or counterclaim.

9.4 Notices. All notices or other communications hereunder shall be deemed to have been duly given and made if in writing and if served by personal delivery upon the party for whom it is intended on the day so delivered, if delivered by registered or certified mail, return receipt requested, or by courier service on the date of its receipt by the intended party (as indicated by the records of such of the U.S. Postal Service or the courier service), or if sent by e-mail, or if not a business day, the next succeeding business day, provided that the email sender retains confirmation of a "read-receipt" which acknowledges recipient's opening of such email, or if not available, promptly confirms by telephone confirmation thereof, to the person at the address set forth below, or such other address as may be designated in writing hereafter, in the same manner, by such person:

To College Board:
K-12 Contract Management

College Board
250 Vesey Street
New York, NY 10281
Tel: (212) 713-8000
Contractsmanagement@collegeboard.org

With a copy to
Legal Department

College Board
250 Vesey Street
New York, NY 10281
Tel: (212) 713-8000
Legalnotice@collegeboard.org

To Client:
Kelly King
Assistant Superintendent
Glendale Unified School District
223 North Jackson Street
Glendale, CA 91206-4334
Tel: (818) 241-3111
kking@gusd.net

9.5 Publicity. Each party agrees to promptly inform the other party of all media inquiries prior to responding thereto and to permit the other party to review and approve prior to release any press releases regarding the services provided for under this Agreement.

9.6 Relationship of the Parties. The relationship of the Client and College Board is that of independent contractors. Neither party nor their employees are partners, agents, employees, or joint ventures of the other party. Neither party shall have any authority to bind the other party to any obligation by contract or otherwise. College Board, its employees, and agents shall not be considered employees of the Client while performing these services and will not be entitled to fringe benefits normally accruing to employees of the Client. Client and College Board recognize and agree that College Board is an independent contractor.

If the Client is using federal funds to pay for all or a portion of the Services furnished by College Board under this Agreement, Client acknowledges and agrees that College Board shall not be categorized as a "subrecipient" receiving a federal award as defined by OMB Circular Subpart A.210(c) of Circular No. A-133. College Board shall be defined as a "vendor" that provides good and services within normal business operations, provides similar goods or services to other purchasers and operates in a competitive environment. Client acknowledges and agrees that the substance of the relationship with College Board is that of a vendor not a subrecipient.



9.7 Third-Party Rights. Nothing contained in this Agreement, express or implied, establishes or creates, or is intended or will be construed to establish or create any right in or remedy of, or any duty or obligation to, any third party.

9.8 Survival. It is agreed that certain obligations of the parties under this Agreement, which, by their nature would continue beyond the termination, cancellation, or expiration of this Agreement, shall survive termination, cancellation, or expiration of this Agreement, including without limitation, payment, ownership of intellectual property, representations and warranties, limitation of liability, confidential and proprietary information, indemnification, term and termination, and Section 9 (Miscellaneous) herein.

9.9 Amendment; Waiver. Any provision of this Agreement may be amended or waived if, and only if, such amendment or waiver is in writing and signed, in the case of an amendment, by the parties, or in the case of a waiver, by the party against whom the waiver is to be effective. No failure or delay by any party in exercising any right, power, or privilege hereunder shall operate as a waiver thereof nor shall any single or partial exercise thereof or the exercise of any other right, power, or privilege. Except as otherwise provided herein, the rights and remedies herein provided shall be cumulative and not exclusive of any rights or remedies provided by law.

9.10 Severability. The provisions of this Agreement shall be deemed severable and the invalidity or unenforceability of any provision shall not affect the validity or enforceability of the other provisions hereof. If any provision of this Agreement, or the application thereof to any person or entity or any circumstance, is invalid or unenforceable, (a) a suitable and equitable provision shall be substituted therefor in order to carry out so far as may be valid and enforceable provision and (b) the remainder of this Agreement and the application of such provision to other persons, entities, or circumstances shall not be affected by such invalidity or unenforceability, nor shall such invalidity or unenforceability affect the validity or enforceability of such provision, or the application thereof, in any other jurisdiction.

9.11 Order of Precedence. In the event of conflict between the terms and conditions of any Schedule and this Agreement the terms and conditions of the Schedule shall prevail. The parties acknowledge and agree that each shall construe the terms, covenants, and conditions set forth in this Agreement, including each Schedule, as consistent with one another insofar as possible, so as to give effect to the fullest extent possible to each particular clause. Client shall remit any required Client-issued purchasing documents such as a contract or purchase order prior to the scheduled delivery of any Services to ensure prompt payment for Services received under this Agreement ("Client Purchase Order"). Notwithstanding anything to the contrary, the parties hereby acknowledge and agree that the Client Purchase Order shall be subject to the terms and conditions of this Agreement and this Agreement shall supersede any terms and conditions included in the Client Purchase Order. Client acknowledges and agrees that College Board may delay and/or withhold furnishing Services if Client fails to issue the Client Purchase Order for such Services, as applicable, prior to the scheduled delivery date for such Services.

9.12 Headings. Headings contained in this Agreement are for reference purposes only. They shall not affect in any way the meaning or interpretation of this Agreement.

9.13 Integration, Execution and Delivery. This Agreement includes the Schedules attached hereto and constitutes the entire agreement between College Board and Client and supersedes all prior written or oral understandings, bids, offers, negotiations, or communications of every kind concerning the subject matter of this Agreement, including any Client Purchase Order. No course of dealing between parties and no usage of trade shall be relevant to supplement any term used in this Agreement. Acceptance or acquiescence in a course of performance rendered under this Agreement shall not be relevant to determine the meaning of this Agreement and no waiver by a party of any right under this Agreement shall prejudice that party's exercise of that right in the future. This Agreement may be executed through signatures to any number of counterparts, each of which shall be deemed an original, which together will constitute one Agreement. Delivery of an executed counterpart of this Agreement by electronic transmission, including through DocuSign, shall be equally as effective as delivery of an original executed counterpart of this Agreement. Any party delivering an executed counterpart of this Agreement by electronic transmission also shall deliver an original executed counterpart of this Agreement (except if the parties are using DocuSign), but the failure to deliver an original executed counterpart shall not affect the validity, enforceability, and binding effect of this Agreement. The foregoing execution and delivery shall apply to this Agreement.



Contract # CB-00029317

GLENDALE UNIFIED SCHOOL DISTRICT

COLLEGE BOARD

DocuSigned by:

Kelly King

Signature

Signature

Kelly King

Name

Name

Assistant Superintendent

Title

Title

04/20/2021

Date

Date



**PSAT/NMSQT
EARLY PARTICIPATION PROGRAM
FIXED FEE SCHEDULE**

I. BACKGROUND

College Board owns and delivers its national standardized PSAT/NMSQT^{®1} test to students. College Board's Early Participation Program is an initiative to support the involvement of all students in the college-going process at an earlier age while there is still time to inform instruction and learning and increase students' readiness for college expectations. Additionally, earlier involvement in the PSAT/NMSQT^{®2} assessment will expose students to a wealth of college planning and preparation tools to get and keep them actively involved in the process, as well as provide students with the opportunity to receive national recognition and scholarships through National Merit Scholarship Corporation. This Schedule outlines how a Client sponsors the PSAT/NMSQT administration for students and what data and reports may be provided to Client through our online data portal. College Board supports this initiative by providing clients with access to additional savings when clients pay to engage at least one entire grade of students in taking the PSAT/NMSQT as indicated on the Budget Schedule or elsewhere in this Schedule ("Participating Grade"). Shifting this financial obligation from the student to Client provides greater access for students to the PSAT/NMSQT and initiates students' earlier entry on the road to college.

II. SCOPE

College Board shall furnish the PSAT/NMSQT and the following materials and reports to the Districts and schools designated by Client in Section IV (List of Participating Districts and Schools):

1. **Materials for Students:**
 - a. PSAT/NMSQT test materials (PSAT/NMSQT Student Guides and test booklets).
 - b. Student Score Report.
 - c. Access to Official SAT Practice on Khan Academy; students can link their College Board and Khan Academy accounts to receive free personalized practice recommendations based on their performance.
 - d. Access to scholarship and recognition programs, offered by each of National Merit Scholarship Corporation and College Board.
2. **Materials for Schools:**
 - a. Access to individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.
 - b. Access to AP Potential[™], delivered via College Board website.
 - c. SAT Suite of Assessments of Educator Guide available via College Board website.
 - d. PSAT/NMSQT Coordinator Manual (copies sent to schools based on their test booklet order; one per 25 tests ordered).
3. **Reports for District:**
 - a. Access to individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.
 - b. Access to AP Potential, delivered via College Board website.
4. **Delivering SAT Practice Tools and Support.** In addition to the free practice tools available at <http://sat.collegeboard.org/practice>, all students will have access to free, personalized, and focused practice resources through College Board's collaboration with Khan Academy. Practice materials for the SAT exam are available at the Khan Academy website (<http://satpractice.org>). Client and Participants shall use the Khan Academy practice tool and materials in accordance with Khan Academy's guidelines.
5. **Required Information.** Client shall furnish College Board with: (a) a list of participating schools with their respective College Board school code as prescribed in Section IV (List of Participating Schools); (b) a review of estimated student enrollment from a public data source as prescribed in Section V (Fee Calculation); and (c) Client's contacts as prescribed in Section VI (Contact Information), incorporated by reference herein. Client will review the pre-populated enrollment data from public data sources and

¹ PSAT/NMSQT is a registered trademark jointly owned by College Board and the National Merit Scholarship Corporation and should be so noted in all communications.



send any adjustments as prescribed in Section V (Fee Calculation). Changes to the list of Participating Schools cannot be made after **September 10, 2021**. Participating Schools without a valid six-digit College Board school code should apply for their school code **at least six weeks** prior to the PSAT/NMSQT order deadline.

In the event that any of Client's schools are omitted from the List of Participating Districts and Schools or listed without valid school codes, then such schools shall not be covered under this Schedule. Additionally, students in Participating Schools who incorrectly enter a grade or fail to enter a grade on their answer sheets will be incorrectly depicted in reports furnished under this Schedule, and no adjustments can be made to the reports furnished to Client under this Schedule.

III. PSAT/NMSQT TERMS AND CONDITIONS

1. Ownership of Intellectual Property. Client agrees and acknowledges that the PSAT/NMSQT exam, and all items (questions) contained therein, including all copies thereof, all exam materials (including publications and reports) and all data, including but not limited to student scores derived from the exam and collected under this Schedule are at all times owned by College Board, which is the exclusive owner of all rights in and to the PSAT/NMSQT exam, including, without limitation, copyrights, trademarks³, trade secrets, patents, and other similar proprietary rights, and all renewals and extensions thereof (collectively 'College Board Intellectual Property'). Nothing in this Schedule shall be interpreted to indicate that College Board is passing its proprietary rights in and to College Board Intellectual Property to Client or that its normal security procedures for its national assessments will be altered in any way.

2. PSAT/NMSQT Student Reports. College Board hereby grants Client a limited, nonexclusive, nontransferable, non-assignable right to use the score reports and individual student data for the legitimate educational purposes of internal analysis, which includes Client-wide training sessions, as long as the data used during training preserves the confidentiality of students. Client may not use or distribute the score reports externally or to third parties without the express written consent of College Board.

3. PSAT/NMSQT Assessment Administration. The exam shall be administered on **October 13, 2021**. The alternate exam test administration is on **October 28, 2021**. Client shall comply with the published security and administration guidelines for College Board's national assessments set forth in the PSAT/NMSQT Coordinator Manual.

- a. Client Testing Delays.** Participating schools select one of the administration dates for the PSAT/NMSQT. Should an event occur that would require participating schools to close for reasons beyond the reasonable control of such participating schools (for example, including, but not limited to, severe weather, extended power outages, or a teacher's strike) (a 'PN Delay Event'), College Board will work with Client and participating schools to shift testing to the Alternate administration, if available. College Board will not be liable if College Board's shipping vendor is unable to timely deliver test materials to the participating schools for the Alternate administration, or should a PN Delay Event otherwise prevent the participating schools from administering the PSAT/NMSQT on the Alternate administration in accordance with the policies set forth in the PSAT/NMSQT Coordinator's Manual. College Board will use its best efforts to support the change of test date. College Board will assume any additional costs associated with rescheduling and delivering tests to participating schools impacted by a PN Delay Event up to one week prior to the Alternate administration. Client will be liable for any additional fees associated with rush deliveries, publication reprints or incremental support incurred for deliveries within seven (7) days of the Alternate administration. College Board reserves the right to deny a change of test date if, in its sole opinion, the additional work will endanger its vendors or its' employees, agents, consultants, or if Client has failed to promptly inform College Board of the need for a test day change in time to allow delivery of test materials one week prior to the Alternate administration. No additional administration of the PSAT/NMSQT will be made available after the Alternate administration. Client understands that by selecting the Alternate administration as their main administration date, if there is a PN Delay Event, there is no additional PSAT/NMSQT test dates. In such cases, this Agreement remains in full force and effect and Client will not be charged any unused test fees. Client's students may elect to participate in National Merit Scholarship Competition program by following the instructions for alternate entry published in the PSAT/NMSQT Student Guide.

IV. LIST OF PARTICIPATING SCHOOLS

SCHOOL NAME	SCHOOL CODE
Clark Magnet High School	051301

³ PSAT/NMSQT is a registered trademark jointly owned by College Board and the National Merit Scholarship Corporation and should be so noted in all communications.



Crescenta Valley High School	051313
Glendale High School	051050
Herbert Hoover High School	051060

V. FEE CALCULATION

1. **Program Pricing.** The fee calculation for this Schedule depends solely on the total enrollment figures for the Participating Grades as indicated in the College Readiness Agreement Budget Schedule ('Budget Schedule') and Client's official National School Lunch Program (NSLP) percentage, and the assessment(s) purchased by Client. Client acknowledges that successful implementation of the Early Participation Program is contingent on Client requiring 100% of their schools⁴ to participate under this Agreement. If, during the term covered by this Schedule, College Board is furnishing other assessments to Client in addition to the PSAT/NMSQT, or if multiple grades are being tested under this Schedule, Client shall receive a greater discount as set forth on the Budget Schedule. The table below details the discounts available ('Suite Pricing' and 'Multi-Assessment Pricing'). For purposes of Suite pricing under this Schedule, the PSAT/NMSQT ('PN') and PSAT 10 ('P10') are considered one assessment.

National School Lunch Program (NSLP) Percentage	Suite Pricing: PSAT/NMSQT with PSAT 8/9 and SAT School Day	Multi-Assessment Pricing: • PSAT/NMSQT with either PSAT 8/9 or SAT School Day or P10 • At least <u>two</u> grades testing for PSAT/NMSQT
≥ 0% and <50%	\$14.00	\$16.00
≥ 50% and < 75%	\$13.00	\$15.00
≥ 75%	\$12.00	\$14.00

Clients will be charged a fixed fee based on enrollment, regardless of how many students actually take the PSAT/NMSQT assessments. The enrollment and total cost indicated in the Budget Schedule are estimates; Client will be given an opportunity to adjust and review the enrollment in the fall to determine their final fee.

2. **Changes to Enrollment.** If Client determines, after signing this Agreement, that the enrollment figures provided herein are incorrect by more than 5% (up or down), Client must provide College Board with the adjusted enrollment figures, and identify how and where College Board may confirm this information. Client shall send the updated enrollment figures and an official enrollment report or references, on official letterhead, via email to AssessmentsProgram@collegeboard.org no later than **October 29, 2021**.

Notwithstanding the foregoing, after the administration of the exam, College Board may request a verification of enrollment by Participating Grade from Client. If enrollment figures provided by Client based on such request, differ from those provided herein, College Board will adjust the total cost of the Schedule to account for either increases or decreases in enrollment. Additionally, in the event actual participation in a Participating Grade exceeds Client's enrollment figures indicated herein, Client shall remit payment to College Board for any additional students at the full test fee of \$18.00 per student.

3. **Restrictions.** No student participating under this Schedule will be assessed an individual fee for taking the PSAT/NMSQT exam. Furthermore, there are no fee waivers granted for juniors should they be covered under this Schedule.

4. **Unused Tests.** Participating Schools will not incur unused test fees.

⁴ College Board acknowledges that certain high schools are excluded from this requirement, which include without limitation and by way of example, schools for the severely disabled, charter schools excluded from the administrative authority of the District, and schools primarily possessing students not enrolled to obtain a standard high school diploma.
Form Approved By College Board Legal January 2020


VI. CLIENT CONTACT INFORMATION

	Primary ⁵	Data Recipient ⁶	Billing ⁷	Bulk Registration (optional) ⁸
Name:	Stepan Mekhitarian	Stepan Mekhitarian	Stepan Mekhitarian	Stepan Mekhitarian
Title:	Coordinator, Assessment & Accountability	Coordinator, Assessment & Accountability	Coordinator, Assessment & Accountability	Coordinator, Assessment & Accountability
Address:	223 North Jackson Street	223 North Jackson Street	223 North Jackson Street	223 North Jackson Street
City/State/Zip:	Glendale, CA 91206-4334	Glendale, CA 91206-4334	Glendale, CA 91206-4334	Glendale, CA 91206-4334
Phone:	(818) 241-3111	(818) 241-3111	(818) 241-3111	(818) 241-3111
Email:	smekhitarian@gusd.net	smekhitarian@gusd.net	smekhitarian@gusd.net	smekhitarian@gusd.net

⁵ This is the person to whom College Board should direct primary communications.

⁶ This is the person to whom College Board should send applicable data/data access information for this Schedule, if different from the Primary Contact.

⁷ This is the person to whom College Board should send the invoice for this Schedule, if different from the Primary Contact.

⁸ This is the person to whom College Board should send the bulk registration information and access code for uploading the electronic file for processing.



Contract # CB-00029317

Budget Schedule

Product Name	Start Date	End Date	Quantity	Unit Price	Cost	Discount	Total Cost
PSAT/NMSQT EPP Fixed-Fee - 11th Grade	July 1, 2021	June 30, 2022	1,959	\$18.00	\$35,262.00	\$5,877.00	\$29,385.00
PSAT/NMSQT EPP Fixed-Fee - 10th Grade	July 1, 2021	June 30, 2022	1,994	\$18.00	\$35,892.00	\$5,982.00	\$29,910.00

Subtotal: \$71,154.00

Total Discount: \$11,859.00

Total Cost: \$59,295.00

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 10

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching & Learning

SUBJECT: Approval of Kami Contract Renewal for 2021-2022

The Superintendent recommends that the Board of Education approve the renewal of a contract with Kami in the amount of \$54,600 to provide continued access to the Kami annotation tool for the 2021-2022 school year.

For the transition to distance learning, teachers were surveyed to identify the key tools needed to provide a robust educational experience for students. The majority of the tools selected and purchased for the 2020-2021 school year are also effective tools in a blended learning model where teachers effectively use technology tools to accelerate student learning in the classroom. This transition is an opportunity to build on the skills and resources adopted during distance learning and apply them to in-person instructional best practices to maximize learning. Incorporating instructional technology with in-person instruction can lead to a blended learning model that facilitates:

- Differentiated supports for equitable access
- Actionable feedback to students
- Effective questioning to facilitate higher order thinking
- Student engagement and collaboration
- Highly rigorous learning opportunities

The Teaching and Learning; Innovation, Instruction, Assessment & Accountability; and Education Technology and Information Services departments collaborated to identify the technology tools that are consistently used and will continue to support student learning in a blended learning model.

Kami was one of the most widely used technology tools purchased during distance learning, and it has great potential as a tool to be used in a blended learning model. Kami allows the user to take any existing document, including scanned PDFs, and write, draw, type, annotate, comment, augment, enhance, and otherwise bring it to life. Used in

conjunction with Google Classroom, Kami provides an excellent tool for teachers and students to organize work and provide effective feedback in an electronic format. Kami will eliminate the need for paper handouts in many typical classroom situations upon the return to full in-person instruction.

COVID-19 funds may be used for this purchase as it will contribute to the acceleration of learning in a blended learning format.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

Notable, Inc

QUOTE

QUOTE-215702

Bill To

Glendale Unified Schools

Douglas Laing, Coordinator of Instructiona...
222 E Acacia Ave, Glendale
California 91205, United States

Quote Requested By

Douglas Laing , Coordinator of
Instructiona...
dlaing@gusd.net
222 E Acacia Ave, Glendale
California 91205, United States

Quote Issued Date : April 16, 2021

Quote Expiry Date : May 15, 2021

School Year : SY 2021-2022

Kami Contact Person : Marie Silver

#	Item & Description	Quantity	Price	Amount
1	Kami District Plan RENEWAL of current license for 12 month term License Key: [1342-7860-0524]	27,300.00	2.00	54,600.00
			Sub Total	54,600.00
			Total (in US Dollars)	\$54,600.00

To **accept** this QUOTE and receive your license, please enter your order with your license activation preferences here: <https://kami.app/form/po-form>

For US customers, W-9 form is available upon request.

We accept payment by Bank Wire/ACH transfer, Credit Card, or Check (USA customers only) - details will be provided on your invoice. Credit card transactions incur a 3% transaction fee in addition to the 'Total' shown above.

Terms & Conditions

<https://www.kamiapp.com/terms-of-service/>

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 11

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching & Learning

SUBJECT: Approval of Listenwise Contract Renewal

The Superintendent recommends that the Board of Education approve the renewal of a contract with Listenwise in the amount of \$114,599 to provide continued access to the Listenwise platform for teachers in grades 2-12 to target listening skills for the 2021-2022 and 2022-2023 school years.

Glendale Unified School District has been using Listenwise at the middle and high school levels for four years and at the elementary level for one year. California Assessment of Student Performance and Progress (CAASPP) scores were consistently low in the target area of listening compared to reading, writing, and research/inquiry. Scores improved in the area of listening for schools that implemented Listenwise.

Listening skills are difficult for teachers to target with the core curricular resources. On the CAASPP system, students listen to information through headphones and are asked to use the information they heard to respond to a prompt.

Listenwise is an award-winning listening skills platform that provides content relevant to state standards in English/language arts, science, and social science. Teachers choose from thousands of relevant podcasts and public radio content to customize learning experience for students. Listenwise embeds listening comprehension assessments with lesson resources to make it easy to gather insights and differentiate instruction. The content can be modified for English learner and special education students to support their needs and improve outcomes for them.

Listenwise is widely used by teachers at all levels in multiple subject areas. Nearly 300 teachers are active users with more than 9,500 students enrolled in the platform.

Listenwise has been a valuable tool in distance and hybrid learning and will continue to add value upon the return to in-person instruction as a blended learning resource.

The total cost for the two-year contract for the 2021-2022 and 2022-2023 school years for all elementary, middle, and high schools is \$114,599. COVID-19 funds will be used for the purchase of this tool, as it will aide in learning acceleration.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.



Listen Innovation Inc.
 132 Eliot Street
 Chestnut Hill, MA 02467
<http://www.listenwise.com>
 617-894-1964

1/29/2021
 Adam Buchbinder
adam@listenwise.com

Listenwise Premium Quote Glendale Unified School District

Listenwise provides 30 minutes of live teacher training and ongoing customer support for the lifetime of the partnership at no additional cost. We highly recommend our research based professional development sessions in order to maximize your usage and efficacy with Listenwise. A menu of PD offerings are listed on the second page of this quote. Schools and districts that have purchased PD have higher levels of implementation and improved customer satisfaction.

School	Enrollment Band	Subjects	Price per Year
Cerritos Elementary	150-299	ELA, Social Studies, Science	\$ 1,500.00
Marshall Elementary	150-299	ELA, Social Studies, Science	\$ 1,500.00
Valley View Elementary	150-299	ELA, Social Studies, Science	\$ 1,500.00
Allen F. Daily High School	150-299	ELA, Social Studies, Science	\$ 1,500.00
Lincoln Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Ben Franklin Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Balboa Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Columbus Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Dunsmore Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Glenoaks Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Horace Mann Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Fremont Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
La Crascenta Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Mountain View Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Jefferson Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
Verdugo Woodlands Elementary	300-599	ELA, Social Studies, Science	\$ 2,500.00
John Muir Elementary	600-999	ELA, Social Studies, Science	\$ 4,200.00
Mark Keppel Elementary	600-999	ELA, Social Studies, Science	\$ 4,200.00
Monte Vista Elementary	600-999	ELA, Social Studies, Science	\$ 4,200.00
RD White Elementary	600-999	ELA, Social Studies, Science	\$ 4,200.00
Edison Elementary	600-999	ELA, Social Studies, Science	\$ 4,200.00
Roosevelt Middle	600-999	ELA, Social Studies, Science	\$ 4,200.00
Clark Magnet High	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Crescenta Valley High	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Hoover High	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Rosemont Middle	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Wilson Middle	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Glendale High	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Toll Middle	1,000+	ELA, Social Studies, Science	\$ 5,250.00
Total			\$ 97,950.00
35% Volume Discount			\$ 34,282.00
Total 1 Year			\$ 63,668.00

10% Discount for Two Years	\$	12,737.00
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Subscription Term 2 years
Start Date 7/1/2021
End Date 6/30/2023

Select 2 year option		<input type="checkbox"/>
TOTAL	\$	114,599.00

Subscription Term 1 Year
Start Date 7/1/2021
End Date 6/30/2022

Select 1 year option		<input type="checkbox"/>
TOTAL	\$	63,668.00



PROFESSIONAL DEVELOPMENT AND IMPLEMENTATION SERVICES:

Professional Development: Teaching With Listenwise During Remote and Hybrid Learning	This 1 hour synchronous, web based PD, provides research based strategies on how Listenwise can be implemented into remote and hybrid instruction. Session capped at 15 teachers	\$375	<input type="checkbox"/>
Professional Development: Teaching English Learners With Listenwise	This 1 hour synchronous, web based PD, provides research based strategies on how to implement Listenwise with English learners. Session capped at 15 teachers	<input type="checkbox"/>	\$375.00
Professional Development: Teaching Humanities With Listenwise	This 1 hour synchronous, web based PD, provides research based strategies on how to implement Listenwise in ELA and social studies. Session capped at 15 teachers	<input type="checkbox"/>	\$375.00
Professional Development: Teaching SEL and DEI With Listenwise	This 1 hour synchronous, web based PD, provides research based strategies on how to develop SEL competencies using the CASEL Framework as well as how to diversify the curriculum with Listenwise. Session capped at 15 teachers	<input type="checkbox"/>	\$375.00
Professional Development: Introduction to Student Podcasting	A self paced, project based professional development learning experience, tailored to in person or remote teaching. Delivered synchronously and virtually for up to 20 teachers.	<input type="checkbox"/>	\$500.00
LMS Single Sign-On	-Single sign-on with your LTI compliant Learning Management System, such as Schoology, Canvas, etc. -One time setup fee, ongoing use included in program subscription fees	<input type="checkbox"/>	\$500
Curriculum Map Alignment	-Each alignment map includes Listenwise-aligned resources for 1 subject/content area for up to 3 grade levels (i.e. ELA units covered in Grades 6-8) -Alignment reports include approx. 5 Listenwise lessons per unit	<input type="checkbox"/>	\$500 (per map)

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

ACTION REPORT NO. 12

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Narineh Makijan, Coordinator III, College & Career Division

SUBJECT: **Approval of Services Agreement with USC College Advising Corps**

The Superintendent recommends that the Board of Education approve a two-year services agreement with the USC College Advising Corps for the amount of \$72,000 to provide college and career advisement support for Glendale High School for the 2021-2022 and 2022-2023 school years, funded by the Career and Technical Education Incentive Grant.

The University of Southern California (USC) College Advising Corps is a constituent program of the College Advising Corps. The program's advisers assist school counselors, teachers, and administrators to increase college-going rates in the schools they serve. Advisers assist school counselors to provide admissions and financial aid advising to students and their families through one-on-one and group sessions that help students identify colleges that will serve them well; complete their admissions and financial-aid applications; and enroll successfully at the schools they eventually choose. The program aims to increase the number of low-income, first-generation, and underrepresented students entering and completing higher education.

I. Purpose:

The USC College Advising Corps program, administered by the Center for Enrollment Research, Policy and Practice at the Rossier School of Education at USC, will place recent university graduates as college advisers in the below designated high school in Glendale Unified School District. The Scope of Work will include the following high school in Glendale Unified School District:

- Glendale High School – (1 adviser)

II. USC and the District Partnership:

1. Work collaboratively to develop and implement an Advising Corps program and services that (a) foster access to postsecondary education and (b) include all students who wish to participate and who work in good faith to do so.
2. Work collaboratively to (a) outline current school-based efforts to foster access to postsecondary education; (b) review the Advising Corps program and services to ensure that they complement and extend these existing efforts; and (c) establish clear and mutually agreeable timelines for the implementation of the Advising Corps program and services.
3. See the adviser as a professional, well-trained resource for students around college access who will work in collaboration with school counselors to increase the number of low-income, first generation, and underrepresented students entering and completing higher education.

III. College Adviser Role:

1. Assist in fostering a college-going culture in the partner high school.
2. Meet one-on-one and in groups with students from all grades, and intensively with seniors and juniors, to help them research and identify multiple best-fit postsecondary institutions.
3. Make classroom presentations on college planning, admissions, and financing processes.
4. Organize campus tours to a variety of colleges so that students, grades 9-12, can envision themselves as a college student and determine what type of institution is a "best-fit."
5. Organize campus rep visits and ensure that students participate.
6. Organize college fairs at the schools and take students to off-site college fairs.
7. Assist students with FAFSA completion so they meet deadlines to qualify for financial aid and scholarships.
8. Help students access SAT/ACT registration fee waivers and assist them with SAT/ACT registration.
9. Help students complete admissions and scholarship applications and admissions essays.
10. Advise and provide college preparation, application, admission, and enrollment information to family members.
11. Organize college-planning workshops for students and families, focusing on financial literacy and budgeting-for-college.

12. Conduct college eligibility analysis with students including course requirement advisement.
13. Organize events to celebrate college going (e.g., College Decision Day).
14. Participate in four weeks of intensive pre-service training in July and August, some training at USC and some in the local district.
15. Participate in monthly and other required training throughout the year.
16. Focus strictly on college advisement to the exclusion of any other types of counseling, case management etc.

IV. District Agrees to:

1. Welcome each adviser and work actively to facilitate the partnership between the Advising Corps program and services and any college-access, admissions, or financial-aid advising already present at the District's schools.
2. Treat adviser as part of the counseling team with participation in counseling and school meetings.
3. Assign a credentialed school counselor as a point person to work with the college adviser.
4. Provide access to aequitas solutions (Q) student data system and district email address.
5. Communicate clearly, both to each adviser and to the program director, any policies and procedures with which the adviser is expected to comply.
6. Provide each adviser all of the equipment, access and supplies that an equivalent district employee would use to complete equivalent work.
7. Provide each adviser with a comprehensive orientation to the District's school, with introductions to key administrators, teachers, and staff, as well as an overview of the mission and culture of the school. Introduce each adviser or provide opportunities to introduce him/herself to the entire student body en masse.
8. Train each adviser in school lockdown and emergency response procedures, including advisers' roles and responsibilities pertaining to students during such situations.
9. Include each adviser in any staff emergency communication systems such as email lists, text lists or hand-held radio communications as may occur during an emergency, lockdown or other urgent situation.
10. Maintain the existing staffing level of the guidance/counseling department and not make any staffing modifications including suggesting the replacement of a counselor or counseling position with an adviser.
11. Ensure that a mis-assignment does not occur by requiring the role of an adviser to be an assistant to the credentialed school counselor, and that the

credentialed counselor maintains responsibility for his/her caseload of students.

The amount of \$72,000 to provide college and career advisement support for Glendale High School for the 2021-2022 and 2022-2023 school years will be funded by the Career and Technical Education Incentive Grant. The term of the agreement is from July 1, 2021 through June 30, 2023.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 3: Ensure the Health and Safety of GUSD Students and Employees – Strengthen mental health support and programs; develop proactive health and safety procedures; and support physical, social, and emotional wellbeing.

TO SUPPORT 2020-2021 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

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

SERVICES AGREEMENT

This **Agreement** for Professional Services (“Agreement”) is made and entered into as of the 29th day of April, 2021 by and between the Glendale Unified School District, (“District”) and University of Southern California on behalf of its Rossier School of Education a corporation, whose place of business is Los Angeles [City], herein referring to as (“Contractor”), (together, “Parties”).

WITNESSETH: The parties do hereby contract and agree as follows:

- 1. *Services Description.* CONTRACTOR will perform the services described in the “Scope of Work” attached hereto as Addendum A and made a part thereof.

NOW, THEREFORE, the Parties agree as follows:

- 1. **Term.** Contractor shall commence providing services under this Agreement on July 1, 2021 and will diligently perform as required and complete performance by June 30, 2023 .
- 2. **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
- X Fingerprinting/Criminal Background Investigation Certification
- X Insurance Certificates and Endorsements
- X W-9 Form
- X Non-collusion Declaration
- X Tuberculosis Clearance

- 3. **Compensation.** District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement (as needed, as requested) a total fee not to exceed (NTE) Seventy-two thousand dollars (\$ 72,000) which includes reimbursable cost listed in item 4.1. District shall pay Contractor according to the following terms and conditions:

Note: Accounts Payable will not process payment until the services have been completed. 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, except as follows:
 - 4.1. **N/A**

5. **Independent Contractor.** Contractor, in the performance of this Agreement, 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 employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. 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.
6. **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, except as follows:
7. **Copyright/Trademark/Patent.** Contractor understands and agrees that all matters produced under this Agreement shall become the property of District and cannot be used without District's express written permission. District shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. Contractor consents to use of Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
8. **Termination.**
 - 8.1. **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.
 - 8.2. **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.
 - 8.3. **With Cause by District.** District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - 8.3.1. material violation of this Agreement by the Contractor; or
 - 8.3.2. any act by Contractor exposing the District to liability to others for personal injury or property damage; or
 - 8.3.3. 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.

9. **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.

10. **Insurance.**

10.1. 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	\$ 1,000,000
Automobile Liability Insurance - Any Auto	
Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000
Professional Liability	\$ 1,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

10.1.1. **Commercial General Liability and Automobile Liability Insurance.**
 Commercial General Liability Insurance and Any Auto Automobile Liability

Insurance that shall protect the Contractor, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)

- 10.1.2. **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the 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.
- 10.1.3. **Professional Liability (Errors and Omissions).** Professional Liability Insurance as appropriate to the Contractor's profession.
- 10.2. **Proof of Carriage of Insurance.** The 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:
 - 10.2.1. 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."
 - 10.2.2. 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.
 - 10.2.3. 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.
 - 10.2.4. All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.
- 10.3. **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.
11. **Assignment.** The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor.

12. **Compliance with Laws, Debarment and Suspension.** Contractor warrants and certifies that neither Contractor, nor any person working for or acting on behalf of Contractor as part of this Agreement, has been or is debarred, penalized by, convicted, sanctioned, suspended, excluded or otherwise ineligible to participate in any state or federal program, or by any federal department or agency, or by Los Angeles County
13. **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.
14. **Employment with Public Agency.** Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
15. **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).
16. **Fingerprinting of Employees.** The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services.
17. **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.
18. **District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors.** The District may evaluate the Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:
 - 18.1. Requesting that District employee(s) evaluate the Contractor and the Contractor's employees and subcontractors and each of their performance.
 - 18.2. Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).
19. **Limitation of District Liability.** Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue,

arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

20. **Confidentiality.** The Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

Both parties will maintain in confidence and safeguard all confidential information, as defined in this paragraph, of the other party, its affiliates, and its customers. "Confidential Information" means any information that is marked or otherwise identified as confidential or proprietary at the time of disclosure or by law, and includes but is not limited to, trade secrets, know-how, inventions, techniques, data, customers list, personal information, financial information, sales, and marketing plans of the other party, its affiliates, or its customers. Both parties recognize and acknowledge the confidential and proprietary nature of any Confidential Information and acknowledge the irreparable harm that could result if such confidential information is disclosed to a third party or used for unauthorized purposes. Each party agrees to use any Confidential Information only for the purpose of conducting business with each other and their clients in the manner contemplated by this Agreement. Both parties will restrict disclosure of any Confidential Information to only those personnel who have a need to know and will bind such personnel to obligations of confidentiality to the same extent that each party is bound by this Agreement. Upon request of the owner of the confidential information, the other party will promptly return or destroy all materials incorporating any Confidential Information and any copies. The obligation under this paragraph does 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.

21. **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: Dr. Kelly King, Assistant Superintendent

Contractor:

University of Southern California - CERRP

1149 S. Hill Street, Suite 575

Los Angeles, CA 90015

Attn: Emily Chung, Associate Director

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.

22. **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.
23. **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.
24. **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.
25. **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.
26. **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.
27. **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.
28. **Attorney Fees/Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
29. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal

representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

30. **Calculation of Time.** For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.
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.
33. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
34. **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, 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.
35. **Amendments.** No alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or agreement not incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on District unless authorized by District in writing.
36. **Delivery.** Time of delivery of goods or services is of the essence in this Contract. 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.
37. **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 Party'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 other Party's premises. The operation of vehicles by either Party's personnel on the other Party's property shall conform to posted and other applicable regulations and safe-driving practices. Vehicular accidents occurring on a Party's property and involving either Party's personnel shall be reported promptly to the appropriate Party's personnel. 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 other Party's premises, each Party's personnel shall wear and clearly display identification badges or tags, as approved by the other Party. 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. They 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.

38. **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.

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date indicated below.

Company Name University of Southern California on behalf of its Rossler School of Education

By: _____ Vice Provost for Academic Operations
Signature _____ Title: _____
Dr. Mark Todd _____ Dated: _____, 2021
Print Name _____

By: _____
Signature _____ Title: _____
_____ Dated: _____, 2021
Print Name _____

*If the Contractor is a corporation, signatures of two specific corporate officers are required as further set forth. The first corporate officer signature must be one of the following: 1) Chairman of the Board; 2) the President; 3) any Vice President. The second corporate officer signature must be one of the following: 1) Secretary;) Assistant Secretary; 3) Chief Financial Officer; 4) Assistant Treasurer. Alternatively, a single corporate signature is acceptable when accompanied by a corporate resolution demonstrating the legal authority of the signature to bind the company. (California Corporations Code Section 313)

Information regarding Contractor:

License No.: _____ 95-1642394 _____:

Address: _____ Employer Identification and/or
Social Security Number

Telephone: _____

Facsimile: _____

E-Mail: _____

Type of Business Entity:
 Individual
 Sole Proprietorship
 Partnership
 Limited Partnership
 Corporation, State: _____
 Limited Liability Company
 Other: Institution of Higher Education

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Contractor to furnish the information requested in this section.

Glendale Unified School District

By: _____ Date: _____

Print Name: Dr. Kelly King

Print Title: Assistant Superintendent

ATTACHMENT A

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

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

Contractor may provide the following General Services:

See attached Scope of Work.

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:

- 38.1. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- 38.2. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

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

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Work under this Contract.)

EXHIBIT "B"

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

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

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows:

Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto.

- Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or

- Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: _____

Title: _____

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

The undersigned does hereby certify that I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor or Company: _____

Representative's Name and Title: _____

Signature: _____

EXHIBIT "C"

**NONCOLLUSION DECLARATION TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID**

(Public Contract Code section 7106)

The undersigned declares:

University of Southern
California on behalf of its

I am the Authorized Signer of Rossier School of Education, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at Los Angeles [city], CA [state].

Signature

Print Name

EXHIBIT "D"

TUBERCULOSIS CLEARANCE

The undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of the _____ ("Contractor") currently entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor's responsibility for tuberculosis clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Contractor certifies that at least one of the following items applies to the Services that are the subject of the Agreement:

- D The Contractor has complied with the tuberculosis requirements of Education Code Section 49406.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District students in the course of providing Services pursuant to the Agreement, and the California Department of Justice has determined that none of those employees has active tuberculosis, as that term is defined in Education Code Section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District students during the course and scope of the Agreement is attached hereto; and/or

- D Contractor's Services under the Agreement are to be provided at an unoccupied school site only and/or will not be done on any District property and no employee and/or subcontractor or supplier of any tier of Agreement shall come in contact with District students.

Date: _____
Name of Contractor: University of Southern California
Signature: _____
Print Name and Title: _____

Services cannot be rendered until all documentation is submitted and final approval is received.

EXHIBIT A
Scope of Work
University of Southern California, Rossier School of Education
Glendale Unified School District

The University of Southern California on behalf of its Rossier School of Education ("USC") is a nonprofit organization organized and existing under and pursuant to the Constitution and laws of the State of California and with a business address at 1150 South Olive Street, Suite 2300, Los Angeles, California 90015. The USC College Advising Corps program is administered by USC's Center for Enrollment Research, Policy and Practice (CERPP).

Dates of service: July 1, 2021-June 30, 2023

I. Purpose

The USC College Advising Corps program, administered by the Center for Enrollment Research, Policy and Practice (CERPP) at the Rossier School of Education at the University of Southern California will place recent university graduates as college advisers in the below designated high school in **Glendale Unified School District**.

The USC College Advising Corps (Advising Corps) is a constituent program of the College Advising Corps. The program's advisers assist school counselors, teachers, and administrators to increase college-going rates in the schools they serve. Advisers assist school counselors to provide admissions and financial aid advising to students and their families through one-on-one and group sessions that help students identify colleges that will serve them well; complete their admissions and financial-aid applications; and enroll successfully at the schools they eventually choose. The program aims to increase the number of low-income, first-generation, and underrepresented students entering and completing higher education.

This Scope of Work (SOW) will include the following high school in **Glendale Unified School District**:

1. **Glendale High School (1 adviser)**

II. USC and the District Partnership:

1. Work collaboratively to develop and implement an Advising Corps program and services that (a) foster access to postsecondary education and (b) include all students who wish to participate and who work in good faith to do so.
2. Work collaboratively to (a) outline current school-based efforts to foster access to postsecondary education; (b) review the Advising Corps program and services to ensure that they complement and extend these existing efforts; and (c) establish clear and mutually agreeable timelines for the implementation of the Advising Corps program and services.
3. See the adviser as a professional, well-trained resource for students around college access who will work in collaboration with school counselors to increase the number of low-income, first generation, and underrepresented students entering and completing higher education.

III. USC Deliverables:

1. Identify, recruit, and hire **one (1)** adviser as an employee of USC to serve the District's school for an average of 37.5 hours per week during the term beginning on **July 1, 2021** and ending on **June 30, 2023**. Generally, an adviser will:
 - Assist in fostering a college-going culture in the partner high school;
 - Meet one-on-one and in groups with students from all grades, and intensively with seniors and juniors, to help them research and identify multiple best-fit postsecondary institutions;
 - Make classroom presentations on college planning, admissions, and financing processes;
 - Organize campus tours to a variety of colleges so that students, grades 9-12, can envision themselves as a college student and determine what type of institution is a "best-fit";
 - Organize campus rep visits and ensure that students participate;
 - Organize college fairs at the schools and take students to off-site college fairs;
 - Assist students with FAFSA completion so they meet deadlines to qualify for financial aid and scholarships;
 - Help students access SAT/ACT registration fee waivers and assist them with SAT/ACT registration;
 - Help students complete admissions and scholarship applications and admissions essays;
 - Advise and provide college preparation, application, admission, and enrollment information to family members;
 - Organize college-planning workshops for students and families, focusing on financial literacy and budgeting-for-college;
 - Conduct college eligibility analysis with students including course requirement advisement;
 - Organize events to celebrate college-going (e.g., College Decision Day);
 - Participate in four weeks of intensive pre-service training in July and August, some training at USC and some in the local district; and
 - Participate in monthly and other required training throughout the year.
 - Focus strictly on college advisement to the exclusion of any other types of counseling, case management etc.
2. Provide necessary and ongoing training, support, and professional development to each USC adviser that will allow the adviser to fulfill his or her responsibilities to the District's school and its students.
3. Employ a full-time program director at USC who will (a) supervise each adviser, meeting with him or her regularly to discuss job performance and develop strategies for improvement; (b) work closely with the on-site liaison assigned by the District's school to ensure that the relationship between each adviser, credentialed counselor and the District's school remains strong and that each adviser is effectively assisting the school counselor in serving students and advancing the goals of the Advising Corps; (c) meet with school-level post-secondary leadership teams; (d) engage in regular dialogue with school teams around strategic collaboration and to assess progress towards the goals; (e) re-evaluate the work plan and make adjustments as needed but at least on an annual basis.; (f) serve as the main liaison between the principal of the District's school and the Advising Corps, meeting at least once per year to review the partnership and ensure that its goals are being met; (g) work with the on-site supervisor to establish a mutually agreeable work schedule for each adviser; and (h) visit the school at least twice per academic year.
4. Pay the full salary of each adviser, as well as any benefits that may be provided, and manage the administration of salary and benefits.
5. Keep any and all student-level data provided by the District's schools strictly confidential, in accordance with District policy, applicable local, state, and federal law, except as may be required by law or regulation or under subpoena.

6. USC has the right to withdraw advisers from campus for safety reasons or at the request of the funding agency, even if schools remain open. In lieu of in person advising, virtual advising services will be provided during school hours to provide continuity of services to individual and groups of students using various online platforms and tools, including but not limited to Zoom, texting, emails, online video content, and school-authorized social media.

IV. The District agrees to:

1. Welcome each adviser and work actively to facilitate the partnership between the Advising Corps program and services and any college-access, admissions, or financial-aid advising already present at the District's schools.
2. Treat each adviser as a member of the counseling team with participation in counseling meetings.
3. Under the direction of a credentialed school counselor, supply access to each adviser and the program director as necessary, to student-level data (name, date of birth, year of graduation) for the purposes of advising, grant reporting, and program evaluation, with the understanding that such data will be kept strictly confidential by the Advising Corps, in accordance with applicable local, District, state, and federal law, except as may be required by law or regulation or under subpoena. All results of data analysis will be reported in aggregate and no individual student will be identified.
4. For the purposes of accurate advising, grant reporting, and program evaluation, provide direct login and access to multiple student and school information systems including but not limited to the following: **Aequitas Solutions (student information database), district email account, etc.** Access is provided with the understanding that such data will be kept strictly confidential by the Advising Corps, in accordance with applicable local, District, state, and federal law, except as may be required by law or regulation or under subpoena. If any of the listed systems are replaced or systems are expanded or changed during the time of this agreement, advisers to be granted access to the new systems as well.
5. Designate an on-site liaison for each school, who will (a) serve as each adviser's primary liaison and supervisor (within the limitations of this agreement) within the respective District school, facilitating each adviser's integration into the life of the District's school and providing appropriate supervision, leadership, advice and counsel; (b) work with the school site administration and staff to ensure each adviser has all the necessary access to complete the tasks toward the goals outlined in this agreement; (c) work closely with the Advising Corps program director to ensure that the relationship between each adviser and the District's school remains strong and that each adviser is effectively serving students and advancing the goals of the Advising Corps; (d) provide input regarding each adviser's contributions; (e) work with the program director to establish a mutually agreeable work schedule for each adviser; (f) meet with school-level post-secondary leadership teams; (g) engage in regular (monthly, etc.) dialogue with school teams and program director around strategic collaboration and to assess progress towards the goals; (h) re-evaluate the work plan and make adjustments as needed but at least on an annual basis; (i) serve as the main liaison between the principal of the District's school and the Advising Corps, meeting at least once per year to review the partnership and ensure that its goals are being met.
6. Communicate clearly, both to each adviser and to the program director, any policies and procedures with which the adviser is expected to comply. If there are any issues with performance or misconduct by an adviser, the District shall notify USC immediately as the adviser's employer. USC will take the requisite steps for disciplinary action, depending on the severity of the situation and in compliance with mandatory reporting laws, with the District's input but in USC's sole and ultimate discretion. The school or onsite liaison will not act to discipline, change the job description or duties or suspend

an adviser without the previous written consent of the Advising Corps, except in cases where required for immediate child safety issues. And in such cases, the liaison or district will contact the program director immediately. The District has the authority to determine whether an adviser can remain on its campus serving District students.

7. Contribute to and participate in the design of Advising Corps training, as appropriate.
8. Each school site will support the planning and execution of an annual Decision Day event. The purpose of Decision Day is to: celebrate seniors' higher education decisions; build the college-going culture on campus by exposing students of other grades to the seniors' higher education plans; and reduce the effects of "summer melt" on seniors. Where practicable, Decision Day should be an event open to the largest cross-section of the school population as possible.
9. Provide each adviser all of the equipment, access and supplies that an equivalent district employee would use to complete equivalent work. These will include but are not limited to: dedicated and appropriate working/meeting space for each adviser, including a functioning computer with internet access and ready access to phone and voicemail, fax, photocopier, printer and sufficient office supplies, and personal protective equipment (PPE) to each adviser, for their protection and the protection of the students and others at the school.
10. Provide each adviser with a comprehensive orientation to the District's school, with introductions to key administrators, teachers, and staff, as well as an overview of the mission and culture of the school. Introduce each adviser or provide opportunities to introduce him/herself to the entire student body en masse.
11. Train each adviser in school lockdown and emergency response procedures, including advisers' roles and responsibilities pertaining to students during such situations.
12. Include each adviser in any staff emergency communication systems such as email lists, text lists or hand-held radio communications as may occur during an emergency, lockdown or other urgent situation.
13. Maintain the existing staffing level of the guidance/counseling department and not make any staffing modifications including suggesting the replacement of a counselor or counseling position with an adviser.
14. Ensure that a misassignment does not occur by requiring the role of an adviser to be an assistant to the credentialed school counselor, and that the credentialed counselor maintains responsibility for his/her caseload of students.

V. Payment

1. The cost for services during the dates of service (July 1, 2021-June 30, 2023) is \$72,000. The total cost of each adviser is estimated to be \$60,000 annually, which includes 5% in indirect costs for the USC Rossier School of Education. For each adviser, the District provides 60% (\$36,000), and USC provides the remaining 40% (\$24,000).
2. This is a fixed-cost agreement. USC stipulates that the school provide payments on the following semi-annual schedule: a. August 18, 2021 \$18,000; b. June 1, 2022 \$18,000; c. August 18, 2022 \$18,000; d. June 1, 2023 \$18,000.

VIII. Contact Information

The contact person for USC is:

Emily Chung, Associate Director
USC Center for Enrollment Research, Policy and Practice
3470 Trousdale Pkwy
Los Angeles, CA 90089
Telephone: 213.740.7401
Email: emily.chung.l@usc.edu

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

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) Special Meeting No. 22, April 17, 2021
- b) Regular Meeting No. 23, April 20, 2021

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

BOARD OF EDUCATION MEETING NO. 22
UNADOPTED MINUTES
SPECIAL MEETING, April 17, 2021

CALL TO ORDER AND ROLL CALL

The special meeting of the Glendale Unified School District Board of Education was called to order by President Dr. Armina Gharpetian at 9:00 a.m. on April 17, 2021, in the Board Room of the Administration Center, 223 North Jackson Street, Glendale, California. The following members were present for roll call: Mrs. Jennifer Freemon, Mr. Greg Krikorian, Ms. Nayiri Nahabedian, Mr. Shant Sahakian, and Dr. Armina Gharpetian.

The following administrator was present: Dr. Vivian Ekchian.

PLEDGE OF ALLEGIANCE

Dr. Maria Ott led the Pledge of Allegiance.

CERTIFICATE OF COMPLIANCE

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

APPROVAL OF THE AGENDA ORDER

Motion to approve the agenda as presented was made by Mr. Krikorian and seconded by Mr. Sahakian. Motion approved unanimously. AYES—Freemon, Krikorian, Nahabedian, Sahakian, and Gharpetian.

PUBLIC COMMUNICATIONS

No one addressed the Board at this time.

STUDY SESSION

Dr. Maria Ott facilitated an in depth discussion about the conditions for effective governance. The governance team was guided through a series of interactive questions to develop a common and shared understanding of tools and resources to support and sustain effective governance practices.

MINUTES: April 17, 2021 – Special Board Meeting

ADJOURNMENT

There being no further business, Dr. Gharpetian adjourned the meeting at 11:35 a.m.

Dr. Armina Gharpetian
President, Board of Education

Nayiri Nahabedian
Clerk, Board of Education

Board of Education Minutes – Special Meeting, April 17, 2021
Recorded by: Ms. Phyllis Ishisaka, Executive Assistant to the Superintendent
Approved by the Board of Education:

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

BOARD OF EDUCATION MEETING NO. 23
UNADOPTED MINUTES
REGULAR MEETING, April 20, 2021

CALL TO ORDER AND ROLL CALL

The regular meeting of the Glendale Unified School District Board of Education was called to order by Dr. Armina Gharpetian, president of the Board of Education, at 4:30 p.m., on Tuesday, April 20, 2021, in the Board Room at the Administration Center, 223 N. Jackson Street, Glendale, California. The following members were present for roll call: Mrs. Jennifer Freemon, Mr. Greg Krikorian, Ms. Nayiri Nahabedian, Mr. Shant Sahakian, and Dr. Armina Gharpetian.

The following administrators were present: Dr. Vivian Ekchian, Dr. Kelly King, Mr. Stephen Dickinson, Mr. David Greco, and Dr. Darneika Watson.

PLEDGE OF ALLEGIANCE

Nelin Gharpetian, a 9th grade student at Glendale High School, led the Pledge of Allegiance.

CERTIFICATE OF COMPLIANCE

Dr. Gharpetian 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. Nahabedian and seconded by Mr. Krikorian to approve the agenda, as presented. Motion approved unanimously: AYES — Freemon, Krikorian, Nahabedian, Sahakian, and Gharpetian.

RECOGNITIONS

1. GenYES Students Receive National Certification

GenYES is a national non-profit program that prepares students to become student technology leaders through a rigorous, technology-infused leadership curriculum. The Board of Education recognized Angelica Gamboa, Balaji Krishna Suresh Kumar, and Cohen Lim from Wilson Middle School for receiving the National GenYes Technology Leader Certification.

RECOGNITIONS (Continued)

2. GUSD Students Compete in 20th Annual Armenian Engineers and Scientists of America (AESAs) Science Olympiad

The AESA Science Olympiad Committee (SOC) has been organizing an annual Science Olympiad, which promotes interest in engineering and sciences among middle and high school Armenian students. Over 60 Armenian youth presented their research in Life and Physical Sciences projects in March. The Board of Education recognized Alec Mnatzakanian from Clark Magnet High School for placing second and Daniel Shakaryan from Hoover High School who received an honorable mention in the Senior Physical Sciences Category.

PRESENTATIONS

1. Visual and Performing Arts (VAPA) Shines

Instrumental Music Director, Mr. Mathew Schick, presented a video highlighting all the wonderful Visual and Performing Arts programs at Crescenta Valley High School. Students have many opportunities of expression, which they can use to explore their creative talents and build confidence in themselves.

STUDENT BOARD MEMBER REPORT

No report.

PRESIDENT'S CLOSING REMARKS

Dr. Gharpetian reflected on her year as President of the Board of Education. She shared some highlights including the establishment of the Culturally Relevant and Responsive Education working group; hosting two student voice panels; staff training from USC Race and Equity Center and LACOE on implicit bias; creating technology learning pods; the distribution of thousands of Chromebooks, and free meals to our families. We invested \$21 million in CARES Act funding to ensure our schools and facilities are safe. We created a Healthcare Partners Advisory, facilitated COVID-19 vaccinations for all of our employees who wanted it, and most recently our high school seniors and two family members. Besides tracking the pandemic, GUSD was awarded with the CSBA 2020 Golden Bell Award for its One Glendale Program. Eighteen of our schools were named honor roll schools by the Education Results Partnership (ERP) & Campaign for Business and Education Excellence (CBEE). She thanked her family for always supporting her and inspiring her to do more for our schools and community. She thanked Dr. Ekchian for her steadfast leadership during this past year, her esteem board colleagues, staff and parents. We need to provide full, in-person instruction in the fall for our students.

Mr. Shant Sahakian, on behalf of the Board of Education, presented Dr. Gharpetian with a plaque acknowledging her service as President of the Board of Education. Dr. Ekchian and each Board member expressed their thanks to Dr. Gharpetian for her outstanding leadership.

REORGANIZATION OF THE BOARD

1. Rotation of the Officers Consistent with Board Policy 9100

Motion made by Mr. Krikorian and seconded by Mrs. Freemon to rotate officers pursuant to BP 9100:

President: Shant Sahakian
Vice President: Nayiri Nahabedian
Clerk: Gregory Krikorian
Position 4: Jennifer Freemon
Position 5: Dr. Armina Gharpetian

Mr. Sahakian expressed his thanks to the Board for the vote of confidence. He thanked his family and friends for their love and support. He also thanked our staff, students, families, and stakeholders. Health and safety and meeting the academic and social-emotional needs of our students continues to be our priority.

Mr. Sahakian presided over the rest of the meeting.

PUBLIC COMMUNICATIONS

1. Sahakian family extended their congratulations in a video to Shant Sahakian upon his new role as president of the Board of Education.
2. Lucy Petrosian, ANCA-Glendale Chapter chairperson, thanked Dr. Gharpetian for her service as president of GUSD Board of Education. She also thanked the entire Board and Superintendent Dr. Ekchian for their leadership in putting our GUSD stakeholders first, especially during the pandemic. ANCA looks forward to working with Mr. Sahakian for the betterment of our teachers, students, and parents.
3. Braden Barty, parent, congratulated the new Board president. He was asked by some parents to say something about getting our students back five days a week. As parents, they did the best that they could. The kids love being back in classes. California has the 3rd highest unemployment rate, the highest homeless population, and the lowest in classroom instruction going on in the entire United States. A lot has do with the unions. The unions are more powerful than the parent organizations. Studies indicate that in-person instruction is far better. Students will digress at home. We are going to have a rally on April 30 across the nation advocating for schools to reopen five days a week.
4. John Weimar, parent, believes kids should be in school full-time. Teachers should listen to the science. Kids all around the world is in school full-time. For those who are afraid, look at our pods that have been operating five days a week. There have been no major outbreaks. This is prior to all the vaccinations. If it was safe in September, it is much safer now. He is advocating for full time, five days a week instruction. Let us be first and get our students back five days a week.

MINUTES: April 20, 2021 – Regular Board Meeting

PUBLIC COMMUNICATIONS (Continued)

5. Chris Davis, GTA vice president, thanked Dr. Gharpetian for her leadership to GUSD during these challenging times and congratulated the new president, Mr. Sahakian. He spoke about the online college and career academy and the absence of proper protocols. GTA has worked for years to ensure all students receive quality programs. When GTA was contacted in 2020, they met three times that included various stakeholder groups. GTA acknowledges that the district has been in the forefront of many innovative programs. However, GTA needs to be treated more than just another stakeholder group. They must be at the bargaining table and must be at the planning table. In the late 1990's, there was true collaboration when GTA members participated in the planning meetings for Clark Magnet High. True collaboration looks different in how it has been practice of late in GUSD. He urges the Board to take seriously the valuable contributions that GTA members have made in the past. They have been real partners in the planning and implementation process and not just another stakeholder group invited to attend a meeting.

CLOSED SESSION

The Board recessed to Closed Session at 5:55 p.m. to discuss the following:

1. Conference with GUSD Labor Negotiators pursuant to Government Code Section 54957.6:
Agency designated representatives: Dr. Darneika Watson and Mr. David Greco
Employee organization: Glendale Teachers Association and California School Employees Association-Glendale Chapter No. 3.
2. Threat to Public Services or Facilities (Government Code Section, §54957)
Consultation with: Dr. Vivian Ekchian, Superintendent
3. Conference with Legal Counsel-Existing litigations pursuant to Government Code §54956.9 (d)(1)
Case No. LA-CO-1800-E
Case No. LA-CE-6596-E

CALL TO ORDER/RETURN TO REGULAR MEETING

The meeting reconvened at 7:35 p.m. No action was taken during Closed Session.

SUPERINTENDENT'S UPDATE

1. Hybrid Learning Update
2. State Testing Update
3. Summer Enrichment

MINUTES: April 20, 2021 – Regular Board Meeting

INFORMATION

1. Elementary Instructional Materials Adoption for K-5 History-Social Science
2. Proposed Glendale Unified School District Online College and Career Academy
3. Proposed Basic Textbooks for Use in Elementary Schools in the Area of Foreign Language for Korean Instruction
4. Proposed New Course of Study Outlines for Use in Middle and High Schools in the Areas of Career Technical Education and Visual and Performing Arts
5. Acknowledgements of Service
6. Update on Measure S and Facility Programs

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

ACTION REPORTS

1. Memorandum of Understanding with the Glendale Teachers Association Regarding Reopening School Campuses Under a Hybrid Model

It was moved Dr. Gharpetian and seconded by Mrs. Freemon to approve Action Report No. 1, as recommended. Motion approved by the following vote: AYES— Freemon, Gharpetian, Krikorian, Nahabedian, and Sahakian.

2. Appointment of Voting Representative to Elect Members to the County Committee on School District Organization

It was moved by Mr. Krikorian and seconded by Mrs. Freemon to select Nayiri Nahabedian as the voting representative to elect members to the County Committee on School District Organization. Motion approved by the following vote: AYES— Freemon, Gharpetian, Krikorian, Nahabedian, and Sahakian.

3. Appointment of Board Representative to the Los Angeles County School Trustees Association

It was moved by Mrs. Freemon and seconded by Mr. Krikorian to select Dr. Armina Gharpetian as the Board representative to the Los Angeles County School Trustees Association. Motion approved by the following vote: AYES— Freemon, Gharpetian, Krikorian, Nahabedian, and Sahakian.

4. Signature Authorizations and Re-Adoption of Board Policies

It was moved by Mrs. Freemon and seconded by Mr. Krikorian to approve Action Report No. 4, as recommended. Motion approved by the following vote: AYES— Freemon, Gharpetian, Krikorian, Nahabedian, and Sahakian.

MINUTES: April 20, 2021 – Regular Board Meeting

CONSENT CALENDAR

1. Minutes
 - a. Regular Meeting No. 21, April 6, 2021
2. Certificated Personnel Report No. 15
3. Classified Personnel Report No. 15
4. Warrants totaling \$15,201,330.07 for March 1, 2021 through April 13, 2021.
5. Purchase Orders totaling \$4,901,646.32 for the period of March 29, 2021 through April 9, 2021.
6. Appropriation Transfer and Budget Revision Report
7. Approval of Notice of Completion for Bid No. 200-19/20 with ARC Construction, Inc. for Dunsmore Elementary School Kindergarten Shade Structure Installation Project
8. Authorization to Dispose of Surplus Property
9. Agreement with Pacific Oaks College School
10. Acceptance of Gifts

It was moved by Dr. Gharpetian and seconded by Mr. Krikorian to approve the Consent Calendar, as presented. Motion approved unanimously by the following vote: AYES—Freemon, Gharpetian, Krikorian, Nahabedian, and Sahakian.

REPORTS FROM THE BOARD

Ms. Nahabedian congratulated Mr. Sahakian and looks forward to working with him. Last evening was the Adelante Latinos Awards for our students. She congratulated Beatriz Bautista for being the ALAS award honoree. She congratulated all the winners who were honored at the GEF event on Saturday. She was in Armenia with the Armenian Volunteer Corp. While there, she met with our sister school, which is located in Artsakh. She hand delivered letters from our students and gifts to the students and teachers. It's been a difficult year, but we found ways to make a difference in our community. There is a lot of teaching and learning to do. She is encouraged by the work that is being done in the classrooms and looks forward to the return of our secondary students.

Mrs. Freemon said her two secondary students are looking forward to returning to school on Monday. The Adelante Latinos Award ceremony, Glendale Education Foundation celebration, and the YWCA Heart & Excellence Award were wonderful events, honoring students, alumni, and Dr. Ekchian. She congratulated Mr. Sahakian and thanked Dr. Gharpetian. One of the things she missed in the transition process was the celebration of having our families come in person and share congratulations as well. That festive atmosphere was missed today.

REPORTS FROM THE BOARD (Continued)

Dr. Gharpetian said the GEF hybrid gala was wonderful. Adelante Latinos celebrated 360 seniors and eight graders. We had a productive Board Governance Workshop last weekend. She congratulated Mr. Sahakian. She announced the GUSD 20th Annual Armenian Genocide Commemoration is this Thursday, April 22, at 6:30 p.m. It will be live streamed. She is excited to welcome our secondary students next week. Her daughter is looking forward to going back to school.

Mr. Krikorian said this year marks his 20th year serving on the Board of Education. Today, he is the longest standing GUSD Board Member. Tune in on Thursday night for the 20th Annual Armenian Genocide Assembly. With the reopening of the secondary schools next week, he asked staff to communicate with our police and sheriff's departments about our reopening. This Saturday, April 24, is an important day for the Armenian community. He encouraged the kids who are driving to the march to drive safely and be respectful. He extended his best wishes to Shant.

Mr. Sahakian thanked Mr. Krikorian for his service. He celebrated three people. A special shout out to his sister who was one of the alumni honored at the GEF Awards. The YWCA made a great selection in Dr. Ekchian for being honored with the Heart of Excellence Award. Lastly, in honor of Administrative Assistants Day, he thanked Phyllis Ishisaka for her dedicated service to the Superintendent and the Board of Education.

REPORT FROM THE SUPERINTENDENT

Dr. Ekchian extended her appreciation to Phyllis as well. The GEF Foundation and the Adelante Latinos recognitions are so meaningful and thoughtful. She congratulated the teachers who have completed the certification to become technology coaches at their schools. She recognized two of our parents from Keppel for their work in recognizing the Armenian Genocide. The verdict of the Chauvin case was very important to us as a Nation. It's another historical moment that our students can learn from. Although it will not bring Mr. Floyd back, it may bring some closure to his family.

ADJOURNMENT

There being no further business, President Sahakian adjourned the meeting at 10:14 p.m.

Dr. Armina Gharpetian
President, Board of Education

Nayiri Nahabedian
Clerk, Board of Education

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

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. 16

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

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Change of Maternity Leave of Absence</u>		
1.	Dashdemirians, Christine Teacher, Regular 1 st Grade Balboa Elementary	4/30/21 through 6/25/21
<u>Extension of Parental Leave of Absence</u>		
1.	Dersaroian, Taleen Teacher, Regular 3 rd Grade R.D. White Elementary	3/01/21 through 5/21/21
<u>Health Leave of Absence</u>		
1.	DiFusco, Annette Language, Speech & Hearing Specialist Special Education	4/20/21 through 6/18/21
2.	Makasjian, Liza Teacher, Early Education Verdugo Woodlands Elementary CDCC	3/23/21 through 5/14/21
3.	Marmie, Kenneth Teacher, Regular Physical Science Roosevelt Middle School	4/05/21 through 5/15/21

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Health Leave of Absence (Cont.)</u>		
4.	Sarhadian, Julie Teacher, Regular English Glendale High School	4/26/21 through 5/14/21
5.	Thiesmeyer, Yolanda Teacher, Early Education Cerritos Elementary CDCC	3/31/21 through 5/19/21
<u>Extension of Health Leave of Absence</u>		
1.	Hernandez Salazar, Lupe Teacher, Regular 1 st Grade Mann Elementary	3/24/21 through 5/02/21
2.	Li, Katie Teacher, Regular Kindergarten Marshall Elementary	3/29/21 through 5/31/21
3.	Pieprzyca, Gyzela Teacher, Regular TK Glenoaks Elementary	3/16/21 through 5/31/21
<u>Family & Medical Leave of Absence</u>		
1.	DiFusco, Annette Language, Speech & Hearing Specialist Special Education	4/20/21 through 6/18/21
2.	Makasjian, Liza Teacher, Early Education Verdugo Woodlands Elementary CDCC	3/23/21 through 5/14/21
3.	Marmie, Kenneth Teacher, Regular Physical Science Roosevelt Middle School	4/05/21 through 5/15/21
4.	Sarhadian, Julie Teacher, Regular English Glendale High School	4/26/21 through 5/14/21

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Family & Medical Leave of Absence (Cont.)</u>		
5.	Thiesmeyer, Yolanda Teacher, Early Education Cerritos Elementary CDCC	3/31/21 through 5/19/21
<u>Intermittent Family & Medical Leave of Absence</u>		
1.	Oh, Barbara Language, Speech & Hearing Specialist College View School	4/05/21 through 10/04/21
<u>Change of Family & Medical Leave of Absence</u>		
1.	Dashdemirians, Christine Teacher, Regular 1 st Grade Balboa Elementary	4/30/21 through 6/25/21
<u>Extension of Family & Medical Leave of Absence</u>		
1.	Hernandez Salazar, Lupe Teacher, Regular 1 st Grade Mann Elementary	3/24/21 through 5/02/21
2.	Li, Katie Teacher, Regular Kindergarten Marshall Elementary	3/29/21 through 5/31/21
3.	Pieprzyca, Gyzela Teacher, Regular TK Glenoaks Elementary	3/16/21 through 5/07/21

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Assignment</u>		
1.	Arjoyan, Anita Teacher, as needed, to work with Intervention for English Learner students during summer school at Roosevelt Middle School	6/14/21 through 6/30/21 Hourly summer school rate Not to exceed 10 days total Title I 01.0 30100.0 11100 10000 1130 0500000

Change of Management Position

1.	#50784 TO: Director, Human Resources	Effective 5/05/21 225 days
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Election Hourly/Daily

1.	Extra-Curricular Assignments	Second Semester 2020-2021
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JEFFERSON ELEMENTARY

Siegall, Alicia A.	HW Club Student Council
Stanley, Christopher A.	Tech Advisor AS Gate Classes

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
2.	Extra-Curricular Assignments	Spring 2020-2021

ROSEMONT MIDDLE SCHOOL

Buyer, James	Industrial Arts
Curtis, Elizabeth	English
DiCarlo, Nicola	Art
	VAPA
Fox, Stacy	Social Studies/History
Gruss, Margaret	Math
Khatchetourian, Daniella	Special Education (co-chair)
McMillin, Krista	Science
Mori, Michelle	Business Education/Electives
Narvaez-Rivera, Laura	Foreign Language
Stein, Stephanie	ELD
Tyler, Ian	Special Education (co-chair)
Yonkers, Rodney	Music

CRESCENTA VALLEY HIGH SCHOOL

Beerman, Kathleen	Drama Director
Beers-Dannerth, Laura	FIRST Robotics
	PBIS Coordinator
	Student Body Advisor
Blackwood, Vanessa	Foreign Language
Deitch, Patricia	Newspaper Sponsor 1
	National Honor Society
Dominguez, Ondina	Stage Director
Evans, Janelle	Head Counselor 3
Evans, Robert	English
Flower, Michael	VAPA (split)
Hall, Gavin	JPL Invention
	Social Studies (split)
	Class Sponsor 11 th
Hirdler, Tiffany	Special Education
Karibyan, Yana	Dance Director
Keshishian, Nareg	Class Sponsor 10 th
Lyons, Amanda	Scholastic Bowl

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>	
<u>Election Hourly/Daily (Cont.)</u>			
2.	Mack, Shannon Markarian, Kathryn Marshall, Shannon McLeod, Amber Merlo, Reid Nelson, John Pehar, John Peterson, Tyraysha Platt, David Pogroszewski, Denise Saw, Win Schick, Mathew Smith, Herbert Vasquez, Sierra Waters, Jennifer	Choral Director ELD Speech & Debate Social Studies (split) Math Class Sponsor 11 th Physical Education Pep Squad Sponsor Class Sponsor 9 th Class Sponsor 12 th Student Body Advisor Yearbook Sponsor 2 Science (split) Science (split) Audio-Visual Coordinator VAPA (split) Band/Orchestra Drill Team Sponsor Industrial Arts Mock Trial Literary Magazine	
<u>GLENDALE HIGH SCHOOL</u>			
	Bagumyan, Sasun	Swim (Asst.) – Boys	
3.	Barrientos, Melvin	Counselor, as needed, to provide academic counseling and social personal workshops during summer school Roosevelt Middle School	
		6/14/21 through 6/30/21 Daily rate of pay of \$256.00 Not to exceed 10 days total Title I 01.0 30100.0 00000 31100 1232 0500000	
4.	Gang, Mark	Teacher Specialist, as needed, to work during summer school on end of year reports and intervention at Roosevelt Middle School	
		6/14/21 through 6/30/21 Daily rate of pay Not to exceed 10 days total Title I 01.0 30100.0 11100 10000 1130 0500000	

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Election Hourly/Daily (Cont.)</u>		
5.	Rios, Wendy Teacher Specialist, as needed, to assist with Magnet enrollment, conduct language assessments, assist with planning of upcoming staff PD, assist with duties associated with the opening of the 21-22 school year at Edison Elementary	6/14/21 through 6/30/21 Regular rate of pay Not to exceed 10 days total Title I 01.0 30100.0 11100 10000 1130 2500000

Additional Compensation

1.	Rosen, Suzanne Shelton, Ray Yi, Judy Teachers, as needed, to provide yard duty supervision Keppel Elementary	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 10000 1130 3100000
2.	Darbinyan, Anna Altobelli, Kelly Teacher, as needed, to provide yard duty supervision Fremont Elementary	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 10000 1130 2800000
3.	Mueller, Shelly Miketta, Lynette Turner, Natalie Teachers, as needed, to provide yard duty supervision Verdugo Woodlands ES	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 10000 1130 4200000

		<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Compensation (Cont.)</u>			
4.	Bennett, Thomas Yang, Joshua	Teachers, as needed, to provide yard duty supervision Jefferson Elementary	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 10000 1130 3000000
5.	All Secondary Teachers	Secondary teachers, as needed, to supervise students (up to 20 minutes per day) during times outside of instructional blocks within the contractual day. Human Resources	4/26/21 through 6/10/21 \$50.00 per occurrence Not to exceed \$150.00 per day each 01.0 32120.0 00000 21400 1130 0000618
6.	All Secondary Principals and All Secondary Assistant Principals	Secondary principals and assistant principals to prepare for hybrid instruction, as needed. Human Resources	4/12/21 through 5/31/21 Hourly rate of pay Not to exceed 40 hours 01.0 32120.0 00000 21400 1331 0000618
7.	Amses, Robert	Teacher, as needed, to provide yard supervision Glenoaks Elementary	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 10000 1130 2900000
8.	Savage, Suzanne	Teacher, as needed, to provide yard duty supervision La Crescenta Elementary	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 10000 1130 320000

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Additional Compensation (Cont.)</u>		
9.	Vallejo, Isaias Teacher, as needed, to provide yard duty supervision Franklin Magnet Elementary	4/19/21 through 6/10/21 Hourly rate of pay Not to exceed 1 hour per day each 01.0 00000.0 19021 100000 1130 2700000

Transportation Authorization

1.	Espinoza, Sandra Lewis, Craig Metcalf, Shawna Myles, Sally Pitt, Kimberly Robertson, Lynde	Teacher Specialist, as needed, to travel for trainings and meetings throughout the 20-21 school year for the Teaching & Learning Department	7/01/20 through 6/30/21 56 cents per mile Mileage Reimbursement 01.0 07405.0 00000 21000 5210 0000618
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Revision to Previous Personnel Report

1. Revision to Board Report No. 14, April 6, 2021

Page 6, Item 6

Various names	Teachers, as needed, for the Middle School Extended Learning Program Toll Middle School	3/01/21 through 6/10/21 Hourly rate of pay Not to exceed 50 hours each ESSER II – MS Extended Learning Program 01.0 32120.0 19010 10000 1130 0000611
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Increase number of hours to read:

Not to exceed 65 hours each

Effective Dates
 And Salary Rate

Position

Revision to Previous Personnel Report (Cont.)

2. Revision to Board Report No. 3, September 1, 2020

Page 13, Item 21

Various names	Teachers, as needed, to provide extended learning and support students with tutoring after school at Roosevelt Middle School	9/02/20 through 6/10/20 \$34.00 per hour to teach Not to exceed \$5,000.00 Title I 01.0 30100.0 11100 10000 1130 0500000
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Add the following name:
 Gipson, Ebonie
 (Resident Substitute Teacher)

Change to read: Teachers and Resident Substitute Teacher, as needed, to provide extended learning and support students with tutoring after school at Roosevelt Middle School

3. Revision to Board Report No. 14, April 6, 2021

Page 6, Item 4

Aroyan, Christine Galvez-Grado, Sylvia Gang, Mark Hakopian, Narineh Dr. Johnson, Tamara O'Rourke, Kathy Shahberdian, Estine	Teacher Specialists, as needed, to proctor and to score the Bilingual Competency Exam Toll Middle School	3/27/21 through 4/16/21 \$34.00 per hour Not to exceed \$4,800.00 total Supplemental 01.0 01000.0 11100 10000 1130 0000673
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Add the following names:
 Choi, Unis
 Kleinberg, Sarah
 Sun, Valerie

Increase pay limit to read: Not to exceed \$5,730.00

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Revision to Previous Personnel Report (Cont.)</u>		
4.	Revision to Board Report No. 9, January 19, 2021	
	<u>Page 12, Item 9</u>	
	Castren, Paige	8/01/20 through 6/11/21 \$34.00 per hour Not to exceed 264 hours Not to exceed \$9,000.00 total Supplemental 01.0 01000.0 11100 100000 1130 4200000
	Add the following names:	
	Barnes, Judy	
	Hacker, Elaine	
	Simpson, Barbara	
	Change to read:	
	Substitute Teacher and Retired Teachers, as needed, for intervention to support students learning below grade level at Verdugo Woodlands Elementary	

Effective Dates
And Salary Rate

Position

Revision to Previous Personnel Report (Cont.)

5. Revision to Board Report No. 9, January 19, 2021

Page 12, Item 8

Castren, Paige

Substitute teacher, as
needed, for intervention
to support students
learning below grade
level at Verdugo
Woodlands Elementary

10/01/20 through 6/11/21
\$34.00 per hour
Not to exceed 200 hours
Not to exceed \$6,833 total
Elementary Intervention
01.0 02000.0 11304 10000 1130
4200000

Add the following names:

Barnes, Judy

Hacker, Elaine

Simpson, Barbara

Change to read:

Substitute Teacher and
Retired Teachers, as
needed, for intervention
to support students
learning below grade
levels at Verdugo
Woodlands Elementary

Personal Services Agreement

1. Fleming, Kevin Professional Development
training for CTE teachers
and counselors CTE
5/11/21 through 5/12/21
Not to exceed \$8,000.00
CTEIG
01.0 63870.4 38000 10000 5811
0000684

	<u>Position</u>	<u>Effective Dates And Salary Rate</u>
<u>Personal Services Agreement (Cont.)</u>		
2.	Meyerhof, David Consultant, as needed, to plan, organize and schedule Holocaust Survivor Presentations for Genocide Education Project. Consultant will have 2 speakers presenting. Teaching and Learning	4/01/21 through 5/31/21 Not to exceed \$950.00 total 01.0 07405.0 11100 10000 5811 0000618

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CLASSIFIED PERSONNEL REPORT NO. 16

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. 16

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

	<u>Location</u>	<u>Months/Hours, and Salary Rating</u>
<u>Medical Leave of Absence</u>		
1. <u>Education Assistant-Intensive Support</u> Malekian, Adrineh	Special Education	04/05/21 through 06/11/21
2. <u>Manager Cafeteria, Secondary School Non-Transport</u> Sarkis-Adwar, Lina	Toll	03/29/21 through 05/10/21
3. <u>Education Assistant I</u> Stoker, Rebecca	Fremont	04/01/21 through 05/27/21

Family & Medical Leave of Absence

1. <u>Manager Cafeteria, Secondary School Non-Transport</u> Sarkis-Adwar, Lina	Toll	03/29/21 through 05/10/21
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	Location	Effective Dates, Months/Hours, and Salary Rating_____	
<u>Maternity Leave of Absence</u>			
1. <u>Behavior Intervention Assistant</u> Lopez, Gabriela	Special Education	03/29/21 through 09/22/21	
<u>Extension of Maternity Leave of Absence</u>			
1. <u>Behavior Intervention Assistant</u> Hovhannisyan, Nare	Special Education	02/21/21 through 05/15/21	
<u>Child Care Leave of Absence</u>			
1. <u>Behavior Intervention Assistant</u> Lopez, Gabriela	Special Education	09/23/21 through 08/15/22	
<u>Parental Leave of Absence</u>			
1. <u>Behavior Intervention Assistant</u> Lopez, Gabriela	Special Education	09/23/21 through 12/17/21	
<u>Reinstatement</u>			
1. <u>Elementary Yard Duty Leader</u> Lee, Melissa	Verdugo Woodlands	03/29/21; 9.25/3; 6-3 01.0 00000.0 19021 10000 2110 4200000	
<u>Termination – Exhaustion of Benefits</u> 2021-cl-81136			Effective 05/04/21

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Additional Assignment Temporary - At Established Rate of Pay</u>		
1. <u>Administrative Secretary</u> Nersesyan, Arevik	Balboa	03/15/21 through 03/19/21 Not to exceed 3 days 01.0 32100.0 00000 27004 2430 0001615
2. <u>Assistant Physically Handicapped</u> Enriquez, Raul Issa Gholian, Aida Khachikian, Verjineh	Special Education	03/22/21 Not to exceed 1.5 hours, each ESSER Fund 01.0 32100.0 11100 10000 2130 0001615
Galustians, Herachik	CDCC	03/01/21 through 03/30/21 Not to exceed 80 hours 01.0 32100.0 11100 10000 2110 0001615
3. <u>Behavior Intervention Assistant</u> Soto, Valeria	Special Education	03/22/21 Not to exceed 1.5 hours, total ESSER Fund 01.0 32100.0 11100 10000 2130 0001615
4. <u>Cook/Baker</u> Barrera, Anna	FASO	04/29/21 through 06/30/21 Assisting as Custodian I at over time rate for 11-9 01.0 00000.0 00000 81006 2211 0000640
5. <u>Education Assistant II</u> Atamian, Anet	Balboa	03/22/21 Not to exceed 6 hours total Professional Development Program 01.0 00000.0 11405 10000 2130 0008616
Azar, Nehad	Special Education	03/22/21 Not to exceed 1.5 hours, total ESSER Fund 01.0 32100.0 11100 10000 2130 0001615
Tovmasian, Ani	Glenoaks	04/26/21 through 04/27/21 Not to exceed 10 hours total 01.0 00000.0 19021 10000 2930 29000

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Additional Assignment Temporary - At Established Rate of Pay</u>		
6. <u>Education Assistant Intensive Support</u> Valerio, Joseph	Special Education	03/22/21 Not to exceed 1.5 hours, total ESSER Fund 01.0 32100.0 11100 10000 2130 0001615
7. <u>Health Assistant LVN/RN</u> Amaya, Jessica	Edison	06/14/21 through 06/18/21 Not to exceed 40 hours total Supplemental 01.0 01000.0 00000 27000 2430 2500000
Karapetyan, Haykanush	Roosevelt	06/14/21 through 06/30/21 Not to exceed 91 hours total Supplemental 01.0 01000.0 00000 27000 2430 0500000
Villagran, Nixcy	Valley View	06/01/21 through 06/30/21 Not to exceed \$504.00 total Supplemental 01.0 01000.0 00000 27000 2430 4100000
8. <u>Library Assistant</u> Amranyan, Gissell	Cerritos	03/22/21 Not to exceed 1.25 hours 01.0 32100.0 00000 27004 2930 0001615
9. <u>Multimedia Technology Assistant</u> Murphy, Kevin	Valley View	06/01/21 through 06/30/21 Not to exceed \$360.00 total Supplemental 01.0 01000.0 11100 11000 2930 4100000
10. <u>Typist Clerk II</u> Aghadjani, Ramela	Marshall	06/14/21 through 06/18/21 Not to exceed \$600.00 total Supplemental 01.0 01000.0 00000 27000 2430 3600000

<u>Change of Assignment</u>	Location	Effective Dates, Months/Hours, and Salary Rating_____
1. <u>Increase in Hours</u>		
a. <u>Education Assistant I</u>		
Halabiya, Nafal	Muir From 9.25/3	03/26/2021; 9.25/6 01.0 60100.0 11100 10000 2110 4000000
b. <u>Elementary Yard Duty Leader</u>		
Danial, Grace	Marshall From 9.25/3.5	04/08/21; 9.25/6 01.0 00000.0 19021 10000 2110 3600000
2. <u>Provisional Assignment</u>		
a. <u>Account Clerk II</u>		
Masoudi, Eva	CTE From EA ASES/RAP 6-6	04/12/21 through 06/30/21 8 hours a day 17-2 01.0 00000.0 38000 21001 2410 0000684 01.0 35500.0 38000 21000 2410 0000684
b. <u>Buyer</u>		
Amirkhani, Hermik	Procurement & Contract Services From Typist Clerk III, 16-9	06/01/21 through 06/30/21 8 hours a day 32-2 01.0 00000.0 00000 72006 2410 0000685
Sievert, Maria	Procurement & Contract Services From Typist Clerk III, 16-9	06/01/21 through 06/30/21 8 hours a day 32-2 01.0 00000.0 00000 72006 2410 0000685
c. <u>Cafeteria Worker II</u>		
Aghamal, Ledik	R.D. White From Cafeteria Worker I, 1-9	03/09/21 through 03/22/21 03/26/21 through 03/30/21 6.5 hours a day 4-9 13.0 53100.0 00000 37000 2212 0300000

	Location	Effective Dates, Months/Hours, and Salary Rating_____
<u>Change of Assignment</u> - Continued		
1. <u>Provisional Assignment</u> - Continued		
d. <u>Custodian II</u>		
Aguilar, Raul	Fremont From Custodian I, 11-5	03/15/21 through 06/30/21 8 hours a day 16-4 01.0 00000.0 00000 81006 2211 2800000
Hernandez, Nicole	PAEC From Custodian I, 11-6	03/30/21 through 06/30/21 8 hours a day 16-5 01.0 00000.0 00000 81006 2211 0000256
e. <u>Manager, Cafeteria, Secondary School Non-Transport</u>		
Soghomonyan, Naira	Toll From Cook/Baker 9-7	03/26/21 through 04/30/21 8 hours a day M4-2 13.0 53100.0 00000 37005 2310 0000662

Effective Dates,
Months/Hours, and
Salary Rating_____

Location

Revisions to Previous Board Reports

1. Revision to Board Report #15, April 20, 2021

Page 5, Item 3a

Provisional Assignments

Cafeteria Worker II

Dennis, Laura

Valley View
From Cafeteria
Worker I, 1-9

03/29/21 through 03/31/21
04/01/21 through 04/30/21
6 hours a day
4-9
13.0 53100.0 00000 37000 2212 0100000

Change dates to read:

03/29/21 through 03/31/21
04/01/21 through 04/14/21

Election of Classified Hourly Substitutes (Custodian I) through 06/30/21

Alanis, Andres

04/20/21 through 06/30/21

Casey, Michael

01.0 00000.0 00000 81006 2211 0000640

Corona, Jocelin

Gomez, Angel

Gonzalez, Sid

Loya, Adelaido

Partida, Julio

Peraza, Julio

Saucedo, Jaime

Election of Classified Hourly Substitutes through 06/30/21

Regalado Urrutia, Silvia

03/01/21 through 06/30/21

<u>Personal Services Agreement</u>	Location	Effective Dates, Months/Hours, and Salary Rating_____
1. Crecia, Janina	Consultant, as needed to provide virtual assistance to students in the German Dual Language Program at Franklin for the 2020-2021 school year	04/19/21 through 06/10/21 Not to exceed \$2,052.00 total Educational Services 01.0 00000.0 00000 71001 5811 0007616
2. Willard, Christopher	Consultant, ss needed two hours “Talk for Educators” in service training for school counselors	04/29/21 Not to exceed \$2,400.00 total Title II 01.0 40352.0 11100 10000 5811 0000673

Transportation Authorization – 2020-21

1. It is recommended that the individuals be authorized to receive transportation expenses at the rate of 56.0¢ per mile, effective January 1, 2021, through June 30, 2021:

Human Resources Specialist

Toy, Stacy Human Resources 01/01/21 through 06/30/21: 56.0¢
 01.0 00000.0 00000 72002 5210 0001615

Risk, Workers Compensation Coordinator

Pouncy, Sylvia Human Resources 01/01/21 through 06/30/21: 56.0¢
 01.0 00000.0 00000 72002 5210 0001615

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 4

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer
PREPARED BY: Karineh Savarani, Director, Financial Services
SUBJECT: **Warrants – District Funds**

The Superintendent recommends that “A” Form (Payroll Warrants) issued April 15, 2021 – April 27, 2021 as shown below totaling \$1,310,506.14, 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, and 25.0 Capital Facilities Fund.

REGISTERED NUMBER	WARRANT NUMBER	DESCRIPTION	AMOUNT
103-N	6887128 - 6887132	Classified	\$ 4,472.38
105-N	6887469 - 6887474	Classified	1,943.10
106-N	6887756 - 6887757	Classified	1,375.52
E4S-N	6888598 - 6888676	Classified	1,300,175.76
110-N	6889709 - 6889709	Classified	198.29
111-N	6891565 - 6891565	Classified	1.42
112-N		Classified	(289.99)
113-N	6891871 - 6891872	Classified	2,629.66
TOTAL			\$ <u>1,310,506.14</u>

To Support 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 4, 2021

CONSENT CALENDAR NO. 5

TO: Board of Education
FROM: Dr. Vivian Ekhian, Superintendent
SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer
PREPARED BY: Christine J. Ward, Director, Procurement & Contract Services
SUBJECT: **PURCHASE ORDER LISTING**

The Superintendent recommends that the Board of Education approve Purchase Orders totaling \$1,787,126.94. for the period of April 12, 2021 through April 23, 2021 as listed on the attached.

SUMMARY OF PURCHASE ORDERS ISSUED FROM APRIL 12, 2021 THROUGH APRIL 23, 2021.

Funding Source	Number of Purchase Orders	Amount
UNRESTRICTED RESOURCES	120	242,288.00
FEDERAL RESTRICTED RESOURCES	120	761,909.21
STATE RESTRICTED RESOURCES	34	372,017.14
LOCAL RESTRICTED RESOURCES	51	119,390.71
FOOD SERVICES FUND	2	5,721.16
MEASURE S PROJECTS FUND	13	259,300.72
WORKERS' COMPENSATION FUND	2	26,500.00
TOTAL	342	\$1,787,126.94

In support of Board Priority #4 – Maintain District Solvency & Financial Responsibility – Manage district financial resources and facilities to support optimal learning, healthy working conditions, and strong enrollment to ensure long-term stability.

PO NUMBER	UNRESTRICTED RESOURCES VENDOR	AMOUNT
002100028	CALIFORNIA NEWSPAPER SERVICE BUREAU INC.	220.00
0021005377	BEAR COMMUNICATIONS INC DBA BEARCOM BATTERIES - MUIR ELEMENTARY SCHOOL	2,877.53
0021005394	ACADEMIC CHURCH & CHOIR GOWNS MFG.CO.INC	935.94
0021005395	AMAZON CAPITAL SERVICES, INC. BOOKS - BALBOA ELEMENTARY SCHOOL	304.28
0021005397	CLEAN SWEEP SUPPLY CO INC	902.40
0021005398	SHIFFLER EQUIPMENT SALES, INC.	352.11
0021005399	ULINE SHIPPING SUPPLY	172.04
0021005400	THE HOME DEPOT PRO (SUPPLYWORKS)	65.48
0021005401	BEST BUY	108.50
0021005402	THE HOME DEPOT PRO (SUPPLYWORKS)	123.25
0021005426	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA CRICUT.COM - SOFTWARE - ROOSEVELT MIDDLE SCHOOL	105.71
0021005428	OFFICE DEPOT	815.82
0021005429	LAKESHORE LEARNING	280.52
0021005430	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	507.85
0021005433	OFFICE DEPOT OFFICE SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	2,704.00
0021005435	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	209.47
0021005437	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA INSECT LORE - INSTRUCTIONAL SUPPLIES - MUIR ELEMENTARY SCHOOL	168.28
0021005449	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	216.05
0021005455	AMAZON CAPITAL SERVICES, INC. BOOKS - BALBOA ELEMENTARY SCHOOL	146.62
0021005456	CORWIN PRESS	318.53
0021005457	AMAZON CAPITAL SERVICES, INC. OFFICE EQUIPMENT - DAILY HIGH SCHOOL	29.98
0021005458	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - DAILY HIGH SCHOOL	85.20
0021005459	AMAZON CAPITAL SERVICES, INC. NON-INSTRUCTIONAL BOOKS - EDUCATIONAL SERVICES	35.27
0021005465	SCHOLASTIC BOOK CLUBS	347.29
0021005466	SCHOLASTIC BOOK CLUBS	365.86
0021005468	THE HOME DEPOT PRO (SUPPLYWORKS)	715.02
0021005469	RANCHO JANITORIAL	528.87

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005471	THE HOME DEPOT PRO (SUPPLYWORKS) CUSTODIAL SUPPLIES - ROSEMONT MIDDLE SCHOOL	2,014.39
0021005472	ROCKWELL PRINTING INC BOOKS - ROOSEVELT MIDDLE SCHOOL	2,568.26
0021005473	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA DRUG TESTING FOR LESS - LAB TESTING SUPPLIES - STUDENT SUPPORT SERVICES	230.42
0021005474	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	693.41
0021005477	CDW GOVERNMENT	455.42
0021005481	BEAR COMMUNICATIONS INC DBA BEARCOM	407.94
0021005482	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA BULMANDIRECT.COM - ART EQUIPMENT - CERRITOS ELEMENTARY SCHOOL	596.18
0021005484	OFFICE DEPOT	374.94
0021005486	OFFICE DEPOT	732.59
0021005493	KEYGENT LLC PROFESSIONAL SERVICES - BUSINESS SERVICES	4,750.00
0021005495	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - GLENOAKS ELEMENTARY SCHOOL	600.00
0021005496	OFFICE DEPOT BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	1,000.00
0021005497	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR OFFICE SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	300.00
0021005498	SCHOOL SPECIALTY LLC BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	2,500.00
0021005499	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	7,200.00
0021005500	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	3,000.00
0021005504	OFFICE DEPOT	93.97
0021005508	SCHOOL PORTRAITS BY ADAMS PHOTOGRAPHY GRADUATION EXPENSES - FREMONT ELEMENTARY SCHOOL	1,244.45

PO NUMBER	VENDOR	AMOUNT
0021005511	CDW GOVERNMENT	195.14
0021005513	OFFICE DEPOT	316.40
0021005514	THE HOME DEPOT PRO (SUPPLYWORKS)	851.35
0021005515	OFFICE DEPOT	4,931.78
	AIR PURIFIERS FOR COVID 19 RETURN TO SCHOOL - CRESCENTA VALLEY HIGH SCHOOL	
0021005519	O.H. LYNN PRINTING	37.49
0021005528	METAL CRAFT, INC.	1,450.89
	OFFICE EQUIPMENT - FACILITY & SUPPORT OPERATIONS	
0021005529	OFFICE DEPOT	258.70
0021005532	HOME DEPOT CREDIT SERVICES	608.23
0021005534	NAESP PEAP ACA ORDERS	400.00
0021005537	THE HOME DEPOT PRO (SUPPLYWORKS)	277.08
0021005538	THE HOME DEPOT PRO (SUPPLYWORKS)	121.74
0021005539	ULINE SHIPPING SUPPLY	225.63
0021005540	THE HOME DEPOT PRO (SUPPLYWORKS)	387.03
0021005541	THE HOME DEPOT PRO (SUPPLYWORKS)	1,220.47
	CUSTODIAL SUPPLIES - GLENDALE HIGH SCHOOL	
0021005542	ULINE SHIPPING SUPPLY	222.61
0021005543	THE HOME DEPOT PRO (SUPPLYWORKS)	662.86
0021005544	THE HOME DEPOT PRO (SUPPLYWORKS)	93.83
0021005546	ULINE SHIPPING SUPPLY	1,270.09
	CUSTODIAL SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	
0021005547	IBOOKPARK INC	2,083.73
	INSTRUCTIONAL SUPPLIES - MONTE VISTA ELEMENTARY SCHOOL	
0021005565	OFFICE DEPOT	200.65
0021005566	OFFICE DEPOT	4,329.73
	PRINTING SERVICES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	
0021005569	AMAZON CAPITAL SERVICES, INC.	230.98
	INSTRUCTIONAL SUPPLIES - JEFFERSON ELEMENTARY SCHOOL	
0021005570	TOWN & COUNTRY EVENT RENTALS	943.50
0021005576	SCHOOL NURSE SUPPLY INC	54.01
0021005582	CDW GOVERNMENT	119.66
0021005586	CULVER-NEWLIN, INC	2,962.20
	SCHOOL FURNITURE - LA CRESCENTA ELEMENTARY SCHOOL	
0021005587	AMAZON CAPITAL SERVICES, INC.	99.20
	COMPUTER SUPPLIES - VERDUGO WOODLANDS ELEMENTARY SCHOOL	
0021005590	ROCKWELL PRINTING INC	1,109.42
	BOOKS - ROSEMONT MIDDLE SCHOOL	
0021005591	ROCKWELL PRINTING INC	1,475.32
	BOOKS - TOLL MIDDLE SCHOOL	
0021005592	ROCKWELL PRINTING INC	1,839.16
	BOOKS - WILSON MIDDLE SCHOOL	

UNRESTRICTED RESOURCES (CONTINUATION)

PO NUMBER	VENDOR	AMOUNT
0021005593	ROCKWELL PRINTING INC	380.91
0021005594	OFFICE DEPOT	237.70
0021005595	OFFICE DEPOT COMPUTER EQUIPMENT - GLENOAKS ELEMENTARY SCHOOL	1,117.54
0021005596	ORIENTAL TRADING INC.	209.03
0021005597	LA COUNTY SHERIFF'S DEPARTMENT CONSULTANTS TO SERVE AS SCHOOL RESOURCE OFFICER AT CRESCENTA VALLEY HIGH AND ROSEMONT MIDDLE SCHOOLS THROUGH JUNE 30, 2021 - BOARD APPROVED 11/2/2021 - STUDENT SUPPORT SERVICES	99,959.45
0021005598	SCHOOL HEALTH CORP.	456.49
0021005599	MCMASTER WINDOW TREATMENTS - FACILITY & SUPPORT OPERATIONS	1,016.33
0021005603	FLINTRIDGE PHARMACY & MEDICAL	481.22
0021005604	BELLA PRINTING SERVICES PRINTING SERVICES - MANN ELEMENTARY SCHOOL	1,559.38
0021005606	OMEGAPIX PHOTOGRAPHY & DESIGN OFFICE SUPPLIES - BALBOA ELEMENTARY SCHOOL	1,350.00
0021005608	ATKINSON, ANDELSON, LOYA, RUUD& ROMO PROFESSIONAL SERVICES - HUMAN RESOURCES	3,742.50
0021005611	LAKESHORE LEARNING	305.75
0021005617	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA GIMKIT.COM - SOFTWARE - VERDUGO WOODLANDS ELEMENTARY SCHOOL	66.02
0021005624	THE TECH INTERACTIVE	125.00
0021005626	SCHOOL SPECIALTY LLC	137.21
0021005627	BISHOP COMPANY CUSTODIAL SUPPLIES - WILSON MIDDLE SCHOOL	1,231.40
0021005631	CART MART INC AUTOMOTIVE REPAIRS - FACILITY & SUPPORT OPERATIONS	1,501.81
0021005633	PEP BOYS	88.06
0021005639	APPLE COMPUTER	823.57
0021005640	CDW GOVERNMENT	251.37
0021005641	AMAZON CAPITAL SERVICES, INC. OFFICE APPLIANCES - CRESCENTA VALLEY HIGH SCHOOL	156.80
0021005645	THE HOME DEPOT PRO (SUPPLYWORKS)	468.61
0021005648	THE HOME DEPOT PRO (SUPPLYWORKS)	644.91
0021005649	AMAZON CAPITAL SERVICES, INC. NON-INSTRUCTIONAL BOOKS - TEACHING & LEARNING	330.20
0021005650	EXCEL PRINTING USA, INC. REPRODUCTION OF KOREAN FLAG BOOKS FOR VARIOUS SCHOOLS - EDUCATIONAL SERVICES	3,744.90

PO NUMBER	UNRESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005651	THE HOME DEPOT PRO (SUPPLYWORKS)	304.65
0021005654	THE HOME DEPOT PRO (SUPPLYWORKS) CUSTODIAL SUPPLIES - HOOVER HIGH SCHOOL	1,130.12
0021005655	CLEAN SWEEP SUPPLY CO INC	517.52
0021005656	CLEAN SWEEP SUPPLY CO INC CUSTODIAL SUPPLIES - MARSHALL ELEMENTARY SCHOOL	1,261.40
0021005682	SUNPOWER CORPORATION SYSTEMS OPERATION & MANAGEMENT SERVICES RENDERED AT VARIOUS SCHOOL SITES - FACILITY & SUPPORT OPERATIONS	21,509.50
0021005696	SIRAMARK INC DBA ABRIL BOOKSTORE BOOKS FOR ARMENIAN FLAG PROGRAM - TOLL MIDDLE SCHOOL	3,000.00
0021005697	SIRAMARK INC DBA ABRIL BOOKSTORE BOOKS FOR ARMENIAN FLAG PROGRAM - WILSON MIDDLE SCHOOL	3,500.00
0021005698	ANN SIMON	150.00
0021005699	BELLA PRINTING SERVICES PRINTING SERVICES - MANN ELEMENTARY SCHOOL	4,650.35
0021005700	ANN SIMON	600.00
0021005701	OFFICE DEPOT	175.69
0021005702	COPY NETWORK	493.92
0021005703	JOSTEN'S, INC.	125.34
0021005706	FOUNDATION FOR KOREAN LANGUAGE & CULTURE BOOKS FOR KOREAN FLAG PROGRAM - HOOVER HIGH SCHOOL	6,112.30
0021005707	INSTITUTO CERVANTES OF CHICAGO, INC. TESTING MATERIALS FOR ROOSEVELT AND TOLL MIDDLE SCHOOLS - STUDENT SUPPORT SERVICES	3,965.00
0021005708	MAINTEX	43.46
0021005711	THOMAS DENTON ENGRAVING	167.86
0021005712	ULINE SHIPPING SUPPLY EQUIPMENT RENTAL - FACILITY & SUPPORT OPERATIONS	1,588.76
0021005713	TROPHY SHOPPE	55.13
0021005716	MAINTEX CUSTODIAL SUPPLIES - WILSON MIDDLE SCHOOL	1,168.12
	TOTAL	242,288.00

PO NUMBER	FEDERAL RESTRICTED RESOURCES VENDOR	AMOUNT
002100027	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR SAFETY SUPPLIES RELATED TO COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	25,000.00
0021004588	CDW GOVERNMENT COMPUTER EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - CRESCENTA VALLEY HIGH SCHOOL	11,708.55
0021004935	CDW GOVERNMENT COMPUTER EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - DAILY HIGH SCHOOL	26,540.00
0021005376	HOME DEPOT CREDIT SERVICES OUTDOOR FURNITURE FOR COVID 19 RETURN TO SCHOOL - KEPPEL ELEMENTARY SCHOOL	3,305.76
0021005378	CULVER-NEWLIN, INC OUTDOOR FURNITURE FOR COVID 19 RETURN TO SCHOOL - JEFFERSON ELEMENTARY SCHOOL	7,405.09
0021005379	VETERAN BUILDING MAINTENANCE, LLC CUSTODIAL EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	88,111.80
0021005380	CULVER-NEWLIN, INC SCHOOL FURNITURE FOR COVID 19 RETURN TO SCHOOL - LA CRESCENTA ELEMENTARY SCHOOL	6,094.76
0021005383	AMAZON CAPITAL SERVICES, INC. BOOKS - CRESCENTA VALLEY HIGH SCHOOL	85.04
0021005384	SIRAMARK INC DBA ABRIL BOOKSTORE	39.52
0021005385	LEARNING WITHOUT TEARS	638.23
0021005386	LAKESHORE LEARNING	834.75
0021005387	AMAZON CAPITAL SERVICES, INC. RESOURCE BOOKS - EQUITY, ACCESS & FAMILY ENGAGEMENT	82.09
0021005388	AAA STATE OF PLAY PLAYGROUND EQUIPMENT - COLUMBUS ELEMENTARY SCHOOL	2,221.85
0021005389	CALTECH COMMUNICATIONS INC. AUDIOVISUAL EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - CRESCENTA VALLEY HIGH SCHOOL	10,763.28
0021005390	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - FREMONT ELEMENTARY SCHOOL	1,846.69
0021005391	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - FREMONT ELEMENTARY SCHOOL	5,617.24
0021005392	AREY JONES EDUCATIONAL SOLUTIONS	417.45
0021005393	LAKESHORE LEARNING	522.64

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005396	GOPHER PHYSICAL EDUCATION SUPPLIES - VALLEY VIEW ELEMENTARY SCHOOL	3,417.50
0021005403	AMAZON CAPITAL SERVICES, INC. RESOURCE BOOKS - EQUITY, ACCESS & FAMILY ENGAGEMENT	1,272.56
0021005404	LRP PUBLICATIONS, INC. BOOKS - EQUITY, ACCESS & FAMILY ENGAGEMENT	2,242.87
0021005405	WET	323.33
0021005406	AMAZON CAPITAL SERVICES, INC. SCHOOL FURNITURE - BALBOA ELEMENTARY SCHOOL	297.66
0021005407	SCHOOL SPECIALTY LLC	608.37
0021005408	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	728.94
0021005410	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	1,293.49
0021005411	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT FOR REMOVAL AND INSTALLATION OF COUNTERTOPS AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	12,800.00
0021005412	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO REPLACE TEMPERED GLASS WINDOWS AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	24,426.00
0021005413	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO REPAIR WINDOW FRAMES AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	23,800.00
0021005414	ABLENET, INC	859.95
0021005415	ULINE SHIPPING SUPPLY	163.87
0021005416	US GAMES PHYSICAL EDUCATION SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	2,499.31
0021005417	BEST BUY REFRIGERATOR - LINCOLN ELEMENTARY SCHOOL	2,278.68
0021005418	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - FRANKLIN ELEMENTARY SCHOOL	1,500.00
0021005421	CLASSROOM PRODUCTS, LLC	35.17
0021005422	IPEVO INC.	983.38
0021005423	AMAZON CAPITAL SERVICES, INC. HEALTH SUPPLIES - FREMONT ELEMENTARY SCHOOL	19.28
0021005424	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - MARSHALL ELEMENTARY SCHOOL	655.16
0021005425	NAESP PEAP ACA ORDERS	687.15
0021005431	WILLIAM V. MACGILL & CO.	729.51

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005432	OFFICE DEPOT OFFICE SUPPLIES - MUIR ELEMENTARY SCHOOL	8,000.00
0021005436	INTERNATIONAL E-Z UP, INC BLANKET PURCHASE ORDER FOR CANOPIES AND FOLDING TABLES FOR COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	50,000.00
0021005445	AMAZON CAPITAL SERVICES, INC. COMMUNICATION EQUIPMENT - FOOD SERVICES	512.66
0021005446	AMAZON CAPITAL SERVICES, INC. OFFICE FURNITURE - FOOD SERVICES	644.83
0021005447	AMAZON CAPITAL SERVICES, INC. CLASSROOM WORKSTATION - CRESCENTA VALLEY HIGH SCHOOL	3,407.53
0021005450	GOPHER PHYSICAL EDUCATION SUPPLIES - KEPPEL ELEMENTARY SCHOOL	4,532.30
0021005451	AREY JONES EDUCATIONAL SOLUTIONS COMPUTER EQUIPMENT - ROSEMONT MIDDLE SHOOOL	108,569.82
0021005452	LEGO EDUCATION INSTRUCTIONAL SUPPLIES - COLUMBUS ELEMENTARY SCHOOL	4,100.42
0021005454	MAINTEX	635.04
0021005461	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	746.13
0021005462	OFFICE DEPOT	533.46
0021005463	FLINN SCIENTIFIC INC INSTRUCTIONAL SUPPLIES - GLENDALE HIGH SCHOOL	9,500.00
0021005467	AMAZON CAPITAL SERVICES, INC. RESOURCE BOOKS - EQUITY, ACCESS & FAMILY ENGAGEMENT	83.44
0021005470	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - MUIR ELEMENTARY SCHOOL	1,480.93
0021005476	ARES SPORTWEAR INSTRUCTIONAL SUPPLIES - HOOVER HIGH SCHOOL	1,080.45
0021005478	SCHOOL SPECIALTY LLC SCHOOL FURNITURE FOR COVID 19 RETURN TO SCHOOL - CRESCENTA VALLEY HIGH SCHOOL	60,714.95
0021005479	IPEVO INC. AUDIOVISUAL EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - HOOVER HIGH SCHOOL	4,423.30
0021005480	IPEVO INC. AUDIOVISUAL EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - F.A.C.T.S. PROGRAM	3,662.54

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005485	CULVER-NEWLIN, INC PLAYGROUND FURNITURE FOR COVID 19 RETURN TO SCHOOL - COLUMBUS ELEMENTARY SCHOOL	2,373.18
0021005488	SCHOOL SPECIALTY LLC INSTRUCTIONAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	1,658.61
0021005492	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - CERRITOS ELEMENTARY SCHOOL	8,000.00
0021005502	ADVANCED ULTRASOUND SOLUTIONS, INC SANTIZING SUPPLIES FOR COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	7,938.00
0021005503	J.W. PEPPER & SON, INC. PORTABLE SOUND SYSTEM - CRESCENTA VALLEY HIGH SCHOOL	1,131.16
0021005506	CULVER-NEWLIN, INC OUTDOOR FURNITURE FOR COVID 19 RETURN TO SCHOOL - CERRITOS ELEMENTARY SCHOOL	12,614.74
0021005509	DICK BLICK ART MATERIALS	430.91
0021005510	ULINE SHIPPING SUPPLY	826.88
0021005512	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA IKEA - TRAINING SUPPLIES - SPECIAL EDUCATION	39.56
0021005516	STERNO DELIVERY FOOD SERVICES EQUIPMENT - FOOD SERVICES	2,393.90
0021005517	ENABLING DEVICES, INC. TRAINING EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - COLLEGE VIEW	2,833.97
0021005520	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - ROOSEVELT MIDDLE SCHOOL	15.42
0021005521	SHIRAZ RENTALS RENTALS FOR COVID 19 RETURN TO SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	4,050.00
0021005522	PRINT ON ALL PRINTING SERVIES AND SUPPLIES FOR COVID 19 RETURN TO SCHOOL - FREMONT ELEMENTARY SCHOOL	1,608.41
0021005526	BERTRAND'S MUSIC ENTERPRISES INC	275.41
0021005527	CDW GOVERNMENT COMPUTER EQUIPMENT - LINCOLN ELEMENTARY SCHOOL	3,004.31
0021005530	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR COMPUTER SUPPLIES - HOOVER HIGH SCHOOL	5,000.00
0021005531	NATIONAL EDUCATIONAL MUSIC CO.	811.88

FEDERAL RESTRICTED RESOURCES (CONTINUATION)		
PO NUMBER	VENDOR	AMOUNT
0021005535	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - MONTE VISTA ELEMENTARY SCHOOL	2,268.98
0021005552	NCS PEARSON INC.	78.83
0021005553	WESTERN PSYCHOLOGICAL SERVICES	125.00
0021005554	NCS PEARSON INC.	89.03
0021005555	PRO-ED	48.10
0021005556	NCS PEARSON INC.	204.52
0021005558	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA SHOPVIDA.COM - FACE MASKS - FREMONT ELEMENTARY SCHOOL	32.48
0021005559	NCS PEARSON INC.	344.75
0021005561	PRO-ED	207.38
0021005562	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - RD WHITE ELEMENTARY SCHOOL	2,000.00
0021005563	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS - ROSEMONT MIDDLE SCHOOL	10,000.00
0021005571	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS - MANN ELEMENTARY SCHOOL	7,680.00
0021005572	AMAZON CAPITAL SERVICES, INC. BLANKET PURCHASE ORDER FOR INSTRUCTIONAL SUPPLIES - MANN ELEMENTARY SCHOOL	5,000.00
0021005573	RAPT CLOTHING	954.20
0021005574	SMART & FINAL IRIS COMPANY	200.00
0021005575	OFFICE DEPOT BLANKET PURCHASE ORDER FOR INSTRUCTIONAL MATERIALS - TOLL MIDDLE SCHOOL	2,000.00
0021005578	VETERAN BUILDING MAINTENANCE, LLC SAFETY FACE MASKS FOR WAREHOUSE STOCK - FACILITY & SUPPORT OPERATIONS	22,325.63
0021005579	PRINT ON ALL	423.36
0021005581	CULVER-NEWLIN, INC SCHOOL FURNITURE - WILSON MIDDLE SCHOOL	14,934.41
0021005583	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - BALBOA ELEMENTARY SCHOOL	7,298.55
0021005584	WET	116.93
0021005588	GOPHER	892.01
0021005609	ADAPTIVE TECH SOLUTIONS INSTRUCTIONAL SUPPLIES - COLLEGE VIEW	1,820.10
0021005610	JUST YARD SIGNS, INC SIGNS FOR COVID 19 RETURN TO SCHOOL - CRESCENTA VALLEY HIGH SCHOOL	3,325.14

PO NUMBER	FEDERAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005613	IPEVO INC. AUDIOVISUAL EQUIPMENT - BALBOA ELEMENTARY SCHOOL	1,834.80
0021005614	ULINE SHIPPING SUPPLY SCHOOL FURNITURE - COLLEGE VIEW	1,069.43
0021005615	GRAINGER	330.27
0021005616	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	29.74
0021005618	SCHOOL OUTFITTERS SCHOOL FURNITURE FOR COVID 19 RETURN TO SCHOOL - HOOVER HIGH SCHOOL	5,851.36
0021005622	MANDY STONEROOK	276.80
0021005628	KAY PARK RECREATION CORPORATION	259.64
0021005629	BEAR COMMUNICATIONS INC DBA BEARCOM COMMUNICATION EQUIPMENT - VALLEY VIEW ELEMENTARY SCHOOL	1,119.04
0021005642	IPEVO INC. AUDIOVISUAL EQUIPMENT FOR COVID 19 RETURN TO SCHOOL - FREMONT ELEMENTARY SCHOOL	11,016.05
0021005658	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA LESSON PIX - ANNUAL SUBSCRIPTION - SPECIAL EDUCATION	36.00
0021005660	LIGHTWERKS COMMUNICATIONS SYSTEMS, INC. SERVICE CONTRACT TO PROVIDE TEACHER TRAINING AT CHAMLIAN PRIVATE SCHOOL - EQUITY, ACCESS & FAMILY ENGAGEMENT	6,000.00
0021005661	ASCA CONFERENCE	796.00
0021005663	IPEVO INC.	548.00
0021005664	AMAZON CAPITAL SERVICES, INC. OFFICE FURNITURE - WILSON MIDDLE SCHOOL	584.27
0021005665	READ NATURALLY SOFTWARE LICENSES - MANN ELEMENTARY SCHOOL	1,724.31
0021005666	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - EQUITY, ACCESS & FAMILY ENGAGEMENT	264.34
0021005668	ARC (AMERICAN REPROGRAPHICS COMPANY,LLC) SIGNS FOR COVID 19 RETURN TO SCHOOL, DISTRICTWIDE - PLANNING, DEVELOPMENT & FACILITIES	5,816.16
0021005678	CHALMERS CONSTRUCTION SERVICES, INC SERVICE CONTRACT TO INSTALL EMERGENCY GLASS AND WINDOW FRAMES FOR COVID 19 RETURN TO SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	43,737.00
0021005694	VETERAN BUILDING MAINTENANCE, LLC SAFETY SUPPLIES FOR COVID 19 RETURN TO SCHOOL - FACILITY & SUPPORT OPERATIONS	7,739.55
0021005714	FUN AND FUNCTION	15.99
	TOTAL	----- 761,909.21

PO NUMBER	STATE RESTRICTED RESOURCES VENDOR	AMOUNT
0021005381	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - CRESCENTA VALLEY HIGH SCHOOL	231.53
0021005382	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL MATERIALS - CRESCENTA VALLEY HIGH SCHOOL	162.07
0021005453	APPLE COMPUTER COMPUTER EQUIPMENT - CTE	3,773.32
0021005483	APPLE COMPUTER	742.27
0021005487	OFFICE DEPOT	182.88
0021005494	OFFICE DEPOT	105.00
0021005505	CULVER-NEWLIN, INC	984.18
0021005523	LACOE	88.20
0021005524	CHILDCARE CAREERS LLC BLANKET PURCHASE ORDER FOR CHILD CARE SERVICES FOR TECH PODS AT VARIOUS SCHOOLS - EEELP	70,000.00
0021005536	CDW GOVERNMENT COMPUTER EQUIPMENT - SPECIAL EDUCATION	1,006.23
0021005548	REMEDIA PUBLICATIONS INC	958.34
0021005549	NCS PEARSON, INC.	208.61
0021005550	THERAPRO, INC.	288.60
0021005557	GOLDEN STAR TECHNOLOGY INC.	438.80
0021005585	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - CRESCENTA VALLEY HIGH SCHOOL	39.67
0021005589	MEDICALESHP INC SPECIAL EDUCATION EQUIPMENT - FOOTHILL SELPA	1,455.30
0021005607	ENABLING DEVICES, INC. LEARNING MATERIALS - FOOTHILL SELPA	1,680.63
0021005619	AREY JONES EDUCATIONAL SOLUTIONS COMPUTER EQUIPMENT FOR COMPUTER SCIENCE ACADEMY - GLENDALE HIGH SCHOOL	193,581.74
0021005621	MINDGARDEN CORP SERVICE AGREEMENT TO PROVIDE ASSISTIVE TECHNOLOGY ASSESSMENTS & IEP SERVICES - SPECIAL EDUCATION	14,000.00
0021005623	TALENT ASSESSMENT, INC INSTRUCTIONAL SUPPLIES - FOOTHILL SELPA	35,084.36
0021005625	THE CODING SCHOOL IMPLEMENTATION OF AFTERSCHOOL CODING ENRICHMENT PROGRAM FOR ELEMENTARY AND MIDDLE SCHOOLS - SECONDARY SERVICES	24,000.00
0021005630	SUCCESS FOR KIDS WITH HEARING LOSS	694.27
0021005637	MAXI AIDS	32.33
0021005644	BRENTHAVEN	58.90
0021005646	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL SUPPLIES - FOOTHILL SELPA	4.34

PO NUMBER	STATE RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005647	COCHLEAR AMERICAS	445.44
0021005652	AMAZON CAPITAL SERVICES, INC. COMPUTER SUPPLIES - WILSON MIDDLE SCHOOL	115.70
0021005653	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL EQUIPMENT - HOOVER HIGH SCHOOL	798.96
0021005657	THERAPRO, INC.	123.75
0021005659	THE SOUTHERN CA LEARNING CORP. SERVICE AGREEMENT TO PROVIDE ONLINE TUTORING SERVICES - EQUITY, ACCESS & FAMILY ENGAGEMENT	12,000.00
0021005662	AMAZON CAPITAL SERVICES, INC. AUDIOVISUAL SUPPLIES - FOOTHILL SELPA	30.83
0021005683	CODING WITH KIDS, LLC SERVICE AGREEMENT TO PROVIDE ONLINE CODING CLASSES FOR ELEMENTARY AND SECONDARY REFUGEE/ASYLEE STUDENTSS - EQUITY, ACCESS & FAMILY ENGAGEMENT	4,200.00
0021005705	BURBANK UNIFIED SCHOOL DISTRICT REIMBURSEMENT OF SALARIES & BENEFITS - FOOTHILL SELPA	3,724.94
0021005715	PPE HERO LLC, DBA: RAPID RESPONSE PPE	775.95
	TOTAL	372,017.14
	LOCAL RESTRICTED RESOURCES	
0021005419	PROFESSIONAL TURF SPECIALTIES INC SERVICE CONTRACT TO LASERGRADE AND HYDROSEED SOFTBALL FIELD AT GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	15,750.00
0021005420	GENESIS FLOOR COVERING INC. SERVICE CONTRACT TO INSTALL CARPET IN NEW COUNSELING OFFICES AT CRESCENTA VALLEY HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	3,260.40
0021005460	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA OTTERBOX - OFFICE SUPPLIES - FACILITY & SUPPORT OPERATIONS	55.07
0021005464	LEGO EDUCATION INSTRUCTIONAL SUPPLIES - GLENOAKS ELEMENTARY SCHOOL	1,025.10
0021005489	DALTILE LOS ANGELES	30.08
0021005491	OFFICE DEPOT	330.74
0021005501	VERSARE SOLUTIONS, LLC	870.61
0021005525	COUNTY OF LOS ANGELES	340.00
0021005532	HOME DEPOT CREDIT SERVICES AIR CONDITIONING EQUIPMENT AND TOOLS - FACILITY & SUPPORT OPERATIONS	1,477.33
0021005533	AUDIO ENHANCEMENT INC. AUDIOVISUAL EQUIPMENT - FACILITY & SUPPORT OPERATIONS	1,286.17

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005545	AMAZON CAPITAL SERVICES, INC. INSTRUCTIONAL SUPPLIES - LA CRESCENTA ELEMENTARY SCHOOL	189.51
0021005567	SCHOOL SPECIALTY LLC	86.39
0021005568	SCHOOL SPECIALTY LLC	92.32
0021005577	BEAR COMMUNICATIONS INC DBA BEARCOM	584.33
0021005580	AMAZON CAPITAL SERVICES, INC. OFFICE SUPPLIES - FACILITY & SUPPORT OPERATIONS	68.12
0021005600	GLOBAL EQUIPMENT COMPANY	41.02
0021005601	PLUMBING AND INDUSTRIAL SUPPLY REPAIR SUPPLIES AND TOOLS - FACILITY & SUPPORT OPERATIONS	1,383.53
0021005602	INDUSTRIAL METAL SUPPLY CO.	500.31
0021005605	OMEGAPIX PHOTOGRAPHY & DESIGN INSTRUCTIONAL SUPPLIES - BALBOA ELEMENTARY SCHOOL	1,425.00
0021005612	CDW GOVERNMENT	583.89
0021005632	BIG O TIRES GLENDALE TIRES AND LABOR - FACILITY & SUPPORT OPERATIONS	1,352.61
0021005634	MONTGOMERY HARDWARE COMPANY REPAIR SUPPLIES - FACILITY & SUPPORT OPERATIONS	1,097.38
0021005635	AAA ELECTRIC MOTOR SALES	980.03
0021005636	STAR FORD AUTOMOTIVE EQUIPMENT - FACILITY & SUPPORT OPERATIONS	1,621.50
0021005638	CDW GOVERNMENT	108.05
0021005643	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA CANVA PRO - ANNUAL SUBSCRIPTION - FOOD SERVICES	239.75
0021005667	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO REPLACE EXTERIOR CEILING PANELS AT ROOSEVELT MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	4,180.00
0021005669	SUNBELT RENTALS, INC HEAVY EQUIPMENT RENTAL - FACILITY & SUPPORT OPERATIONS	1,702.95
0021005670	KAROL'S GENERAL GARAGE & BODY SHOP	847.35
0021005671	MUFFLER PLUS AUTO REPAIR	550.00
0021005672	CALIFORNIA SMOG & TEST ONLY	140.00
0021005676	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO INSTALL NEW WIRING FOR THE VENDING MACHINES AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	4,850.00
0021005677	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO REMOVE AND DISPOSE THE PLAYGROUND EQUIPMENT AT LA CRESCENTA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	4,730.00

PO NUMBER	LOCAL RESTRICTED RESOURCES (CONTINUATION) VENDOR	AMOUNT
0021005680	POWERHOUSE COMBUSTION & MECHANICAL CORP. SERVICE CONTRACT FOR REPAIRS ON BOILER AT GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	3,997.44
0021005684	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT FREMONT ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	2,800.00
0021005685	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT MARSHALL ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005686	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT WILSON MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005687	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT MUIR ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005688	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT FOOD SERVICES AND WAREHOUSE - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005689	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT TOLL MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005690	CV FIRE PROTECTION INC	800.00
0021005691	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT VERDUGO WOODLANDS ELEMENTARY SCHOOL - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005692	CV FIRE PROTECTION INC SERVICE CONTRACT TO TEST FIRE SPRINKLER HEADS IN AUDITORIUM AT GLENDALE HIGH SCHOOL - FACILITY & SUPPORT OPERATIONS	6,880.00
0021005693	CV FIRE PROTECTION INC SERVICE CONTRACT TO PERFORM FIVE YEAR TEST OF AUTOMATIC FIRE SPRINKLER SYSTEM AT ROSEMONT MIDDLE SCHOOL - FACILITY & SUPPORT OPERATIONS	3,800.00
0021005709	PACIFIC RADIO ELECTRONICS	75.74
0021005710	APPLE VALLEY COMMUNICATIONS REPAIR SUPPLIES - FACILITY & SUPPORT OPERATIONS	2,620.09

LOCAL RESTRICTED RESOURCES (CONTINUATION)		AMOUNT
PO NUMBER	VENDOR	
0021005718	CAMFIL USA INC AIR FILTER FOR CRESCENTA VALLEY AND HOOVER HIGH SCHOOLS - FACILITY & SUPPORT OPERATIONS	20,209.64
0021005719	TOOL SHACK	222.55
0021005720	JM MCKINNEY COMPANY TOOLS - FACILITY & SUPPORT OPERATIONS	3,000.51
0021005721	GAY'S AUTOMOTIVE & TOWING INC.	65.00
021005448A	SCHOOLSFIRST FEDERAL CREDIT UNION - VISA TORRANCE BAKERY OF GARDENA - EDIBLE SUPPLIES - PLANNING, DEVELOPMENT & FACILITIES	340.20
	TOTAL	119,390.71
	FOOD SERVICES FUND	
0021005601	PLUMBING AND INDUSTRIAL SUPPLY	8.16
0021005704	COUNTY OF LOS ANGELES FOOD SAFETY HEALTH INSPECTION FEES - FOOD SERVICES	5,713.00
	TOTAL	5,721.16
	MEASURE S PROJECTS FUND	
0021005438	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT BALBOA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	29,726.01
0021005439	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT MARSHALL ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	29,025.93
0021005440	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT CERRITOS ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	28,281.74
0021005441	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT KEPPEL ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	28,281.74
0021005442	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT FRANKLIN ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	28,281.74
0021005443	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT MANN ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	28,281.74

MEASURE S PROJECTS FUND (CONTINUATION)

PO NUMBER	VENDOR	AMOUNT
0021005444	KDDI AMERICA, INC SERVICE CONTRACT TO PROVIDE AND INSTALL TELEPHONE SYSTEM AT JEFFERSON ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	28,281.74
0021005507	ANIXTER INC. SECURITY SYSTEM EQUIPMENT - PLANNING, DEVELOPMENT & FACILITIES	10,090.08
0021005673	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO DEMOLISH AND HAUL AWAY PLANTER AT LINCOLN ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	8,800.00
0021005674	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO DEMOLISH AND HAUL AWAY A PLANTER, GRADE THE DIRT, AND MOVE PLANTS TO OTHER AREAS AT LINCOLN ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	14,850.00
0021005675	BELDERIAN ENTERPRISES, LLC SERVICE CONTRACT TO BUILD NEW CONCRETE CATCH BASIN WITH NEW PUMP AND PIPES AT WILSON MIDDLE SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	8,800.00
0021005679	VCA ENGINEERS, INC SERVICE CONTRACT UNDERGROUND UTILITY SURVEY AT MONTE VISTA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	8,800.00
0021005681	VCA ENGINEERS, INC PROFESSIONAL SERVICES AT MONTE VISTA ELEMENTARY SCHOOL - PLANNING, DEVELOPMENT & FACILITIES	7,800.00
	TOTAL	----- 259,300.72
0021005490	YORK WORKERS' COMPENSATION CLAIMS ADMINISTRATION FEE - BUSINESS SERVICES	19,875.00
0021005518	YORK WORKERS' COMPENSATION CLAIMS ADMINISTRATION FEE - BUSINESS SERVICES	6,625.00
	TOTAL	----- 26,500.00

**LIST OF PO CHANGE ORDERS
DURING THE PERIOD OF 4/12/2021 THROUGH 4/23/2020
CONSENT CALENDAR NO. 5 - MAY 4, 2021**

Change Order Date	PO#	Vendor	Reason of Change	Original Amount	Net Increase / Decrease	New Total
4/12/2021	0021005205	VITAL MEDICAL SERVICES LLC	INCREASED PO TO COVER INCOMING INVOICES	\$400,000.00	\$200,000.00	\$600,000.00
4/20/2021	0021004935	CDWG	INCREASED PO DUE TO ORDERING ERROR AND DELIVERY OF INCORRECT MODEL	\$19,492.20	\$7,047.80	\$26,540.00
4/22/2021	0020106700	PLAYPOWER LT FARMINGTON, INC.	INCREASED PO FOR UNFORSEEN UNDERGROUND CONDITIONS	\$220,424.98	\$22,015.00	\$242,439.98
4/22/2021	0020106701	PLAYPOWER LT FARMINGTON, INC.	INCREASED PO FOR UNFORSEEN UNDERGROUND CONDITIONS	\$483,751.67	\$47,045.00	\$530,796.67
4/22/2021	0021005175	HSW RR, DBA ROTO-ROOTER	INCREASED PO FOR EXTRA SCOPE OF WORK	\$38,900.00	\$1,800.00	\$40,700.00
4/22/2021	0021004425	HEYTUTOR, INC.	INCREASED PO FOR ADDITIONAL IN-PERSON SUPPORT IN CLASSROOMS	\$200,000.00	\$700,000.00	\$900,000.00
4/22/2021	0021004593	AMAZON	INCREASED PO FOR ADDITIONAL PURCHASES	\$7,000.00	\$3,000.00	\$10,000.00
4/22/2021	0021004537	AMAZON	INCREASED PO FOR ADDITIONAL PURCHASES	\$7,000.00	\$3,000.00	\$10,000.00
4/22/2021	0021004527	AMAZON	INCREASED PO FOR ADDITIONAL PURCHASES	\$8,000.00	\$1,500.00	\$9,500.00
4/22/2021	0021004562	AMAZON	INCREASED FOR ADDITIONAL PURCHASES	\$1,800.00	\$2,700.00	\$4,500.00
4/22/2021	0021001431	SMART & FINAL	INCREASED PO FOR ADDITIONAL PURCHASES	\$800.00	\$650.00	\$1,450.00
4/22/2021	0021001426	SMART & FINAL	INCREASED PO FOR ADDITIONAL PURCHASES	\$400.00	\$1,000.00	\$1,400.00
4/22/2021	0021000548	ALONTI CAFE & CATERING	INCREASED PO FOR ADDITIONAL PURCHASES	\$2,000.00	\$1,500.00	\$3,500.00

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 6

TO: Board of Education
FROM: Dr. Vivian Ekchian, Superintendent
SUBMITTED BY: Stephen Dickinson, Chief Business and 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.

In support of Board Priority #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 4, 2021
 CONSENT CALENDAR NO. 6
 BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND UNRESTRICTED (01.0) Resource Codes 00000.0 thru 19999.0

REVENUES		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
8010-8099	Local Control Funding Formula	\$0	\$0
8100-8299	Federal	\$0	\$0
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$2,076
8910-8999	Transfers In/Contributions	\$0	\$0
TOTAL REVENUES		\$0	\$2,076

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000	Certificated Salaries	\$450	\$0
2000	Classified Salaries	\$5,560	\$1,026
3000	Employee Benefits	(\$1,485)	\$0
4000	Instructional Supplies	(\$4,795)	\$0
5000	Contract Services	\$270	\$51,050
6000	Capital Outlay	\$0	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPRIATIONS		\$0	\$52,076

NET INCREASE/DECREASE IN FUND BALANCE	\$0	(\$50,000)
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May 4, 2021
 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:
Mann	General Fund	0	0	0	0	0	0	0	0	\$0	Supplies
Various	Intervention program	450	0	(450)	(270)	270	0	0	0	\$0	Certificated Salaries
Various	Supplementla Program	0	5,560	(1,035)	(4,525)	0	0	0	0	\$0	Classified Salaries
		\$450	\$5,560	(\$1,485)	(\$4,795)	\$270	\$0	\$0	\$0	\$0	

Dept./School	Program Description	1,000	2,000	3,000	4,000	5,000	6,000	7,000	9,000	Total	Adjustment appropriates funds for:
CVHS	Athletics Support Program	0	0	0	0	1,050	0	0	0	\$1,050	Cheer Stipend
CVHS	Athletics Support Program	0	1,026	0	0	0	0	0	0	\$1,026	Cheer Stipend
District	District	0	0	0	0	50,000	0	0	(50,000)	\$0	Appropriation to cover postage meter-Warehouse
		0	0	0	0	0	0	0	0	\$0	
		\$0	\$1,026	\$0	\$0	\$51,050	\$0	\$0	(\$50,000)	\$2,076	

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 4, 2021

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND RESTRICTED (01.0) Resource Codes 20000.0 thru 99999.0

REVENUES		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
8010-8099	Local Control Funding Formula	\$0	\$0
8100-8299	Federal	\$0	\$0
8300-8599	Other State	\$0	\$0
8600-8799	Local	\$0	\$1,750
8910-8999	Transfers In/Contributions	\$0	\$0
TOTAL REVENUES		\$0	\$1,750

APPROPRIATION OBJECT		BUDGET TRANSFERS	BUDGET ADJUSTMENTS
1000	Certificated Salaries	\$57	\$0
2000	Classified Salaries	\$0	\$0
3000	Employee Benefits	\$12	\$0
4000	Instructional Supplies	\$4,205	\$1,600
5000	Contract Services	(\$4,274)	\$150
6000	Capital Outlay	\$0	\$0
7000	Other Outgo/Indirect/Transfers Out	\$0	\$0
TOTAL BUDGETED APPROPRIATIONS		\$0	\$1,750

NET INCREASE/DECREASE IN FUND BALANCE	\$0	\$0
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GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 6

BUDGET TRANSFER AND ADJUSTMENT REPORT

GENERAL FUND, RESTRICTED (01.0) Resource Codes 20000.0 thru 99999.0

BUDGET TRANSFERS		Resource	1000	2000	3000	4000	5000	6000	7000	9000	Total	Transfer provides funds for:
Total Budget Trsfers	Program Description	Resource										
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX											
Administration	CALNEW	78102.0	57	0	12	105	(174)	0	0	0	\$0	Supplies
Daily HS	CSI	31821.0	0	0	0	4,000	(4,000)	0	0	0	\$0	Supplies
Administration	RSI	42161.0	0	0	0	100	(100)	0	0	0	\$0	Supplies
Various	Title I	30100.0	0	0	0	0	0	0	0	0	\$0	Supplies
			0	0	0	0	0	0	0	0	\$0	
			\$57	\$0	\$12	\$4,205	(\$4,274)	\$0	\$0	\$0	\$0	

BUDGET ADJUSTMENTS		Resource	1000	2000	3000	4000	5000	6000	7000	9000	Total	Adjustment appropriates funds for:
Dept/Site	Program Description	Code										
Equity, Access and Fam	Donation from Adelante Latinos	94340.0	0	0	0	0	150	0	0	0	\$150	To allocate income
Lincoln	School Site Donations	95100.0	0	0	0	1,100	0	0	0	0	\$1,100	To allocate income
Fremont	School Site Donations	95100.0	0	0	0	500	0	0	0	0	\$500	To allocate income
			0	0	0	0	0	0	0	0	\$0	
			\$0	\$0	\$0	\$1,600	\$150	\$0	\$0	\$0	\$1,750	

Total Budget Adjustments

Object Codes

1000 Certificated Salaries	4000 Books & Supplies	7000 Other Outgo
2000 Classified Salaries	5000 Services & Other Operating Expenses	8000 Income
3000 Employee Benefits	6000 Capital Outlay	9000 Designated Reserves

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 7

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Marine Avagyan, Director, Equity, Access, and Family Engagement

SUBJECT: **Approval for Keppel Elementary School to Process a Request of a Waiver to Continue Operating as a Title I Schoolwide Program for the Fiscal Year 2021-2022**

The Superintendent recommends that the Board of Education approve Keppel Elementary School to process a request for a waiver to continue operating as a Title I Schoolwide Program for the fiscal year 2021-2022.

Section 1114(a)(1)(A) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), requires that at least 40 percent of children enrolled in the school are from low-income families for the school to be eligible to operate a Title I Schoolwide Program (SWP). The purpose of a SWP is to improve academic achievement throughout a school so that all students, particularly the lowest-achieving students, demonstrate proficiency on the State's academic standards (34 *CFR* 200.25[a][1]). The improved achievement is to result from improving the entire educational program of the school (34 *CFR* 200.25[a][2]). A SWP school is required to develop a comprehensive plan for reforming the total instructional program. In GUSD, the SWP Plan is the School Plan for Student Achievement (SPSA).

A school that serves an eligible school attendance area in which less than 40 percent of the children are from low-income families, or a school for which less than 40 percent of the children enrolled in the school are from such families, may operate a schoolwide program under this section if the school receives a waiver from CDE to do so, after taking into account how a schoolwide program will best serve the needs of the students in the school served in improving academic achievement and other factors (ESSA Section 1114[a][1][B]).

SWP waivers may be approved by the CDE if the local governing board approves such a request and if the school meets one or more of the following criteria:

- ≥ 25 percent student low income;
- Graduation rate is below state average;
- Local governing board recommends that the SWP is the best way to serve the student population;
- ≥ 30 percent English Learner student population;
- School has been identified for comprehensive or targeted support; or
- School has been identified as the lowest 5 percent of low performing schools.

Once the local governing board approves the waiver request, the school must then complete the following:

1. Conduct a Needs Assessment
2. Develop a SWP Plan, which is the SPSA
3. Obtain the local governing board approval of the SWP Plan, which is the SPSA
4. The District will indicate dates of the local governing board approval of the SWP status including the waiver in the Notification of Authorization of SWP report in the Consolidated Application Reporting System.

A school may begin to operate the SWP on the day the local governing board approved the SWP plan, which is the SPSA (ESSA Section 1114[b][1][B]).

For the 2021-22 school year, Mark Keppel Elementary School, currently a Title I SWP school, falls below the 40 percent threshold and meets criteria #1 listed above; ≥ 25 percent student low income as follows:

Reporting date 10/2/2020 – Free and Reduced lunch percentage 36.42%

It is requested that the Board of Education approve Keppel Elementary School to process a request for a waiver to continue operating as a Title I Schoolwide Program effective July 1, 2021, for the fiscal year 2021-22.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 8

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Marine Avagyan, Director, Equity, Access and Family Engagement

SUBJECT: Application for Refugee Student Impact (RSI) Funding

The Superintendent recommends that the Board of Education authorize the submission of an application for Refugee Student Impact (RSI) funding for the 2021-2022 fiscal year.

The California Department of Education (CDE) has been awarded funding through the U.S. Health and Human Services Department for local educational agencies (LEAs) within eight specific counties to provide supplemental programs and services to refugee/asylee students and their families for the 2021-2022 fiscal year. Los Angeles County has been identified as one of those counties that have significant concentrations of refugee students; therefore, LEAs within the county are eligible to apply for this funding.

Glendale Unified has been receiving the Refugee Student Impact Program (RSI) funding for over ten years and will continue to provide services that support the integration of asylee/refugee youth and families and unaccompanied refugee minors. The RSI objectives are to increase the proportion of refugee children who make progress toward meeting grade level academic standards and graduation requirements, narrow the achievement gap, and enhance the self-sufficiency efforts of refugee families through collaboration with County Refugee Coordinators, voluntary resettlement agencies, and other community agencies. RSI programs require that grantees include linguistically and culturally responsive staff to engage and empower youth and families, support youth's development, connect families to available resources to meet their basic needs, and prepare students for college or career. GUSD will continue to engage with parents/families to ensure they are involved in the education process. Through services provided by RSI funding, GUSD will continue to support English Learners in their progress toward English language proficiency and grade promotion.

Activities to support the program objectives may include, but are not limited to, the following: identification, assessment, progress monitoring, and record keeping; instructional support; socio-emotional support for students and families; family engagement opportunities; bi-weekly phone call correspondence with families; and professional development for the staff.

The California Department of Education will fund from eight to twelve competitive grants in the range of \$100,000 to \$300,000. Awards will be for a one-year budget period and the applications are due to the California Department of Social Services (CDSS) Refugee Programs Bureau (RPB) by Friday, May 14, 2021. Applications for continuation grants beyond the one-year period for up to one additional year may be considered on a non-competitive basis subject to availability of funds and satisfactory progress of the project.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 9

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Marine Avagyan, Director, Equity, Access and Family Engagement

SUBJECT: **Application for California Newcomer Education and Well-Being (CalNEW) Program Funding**

The Superintendent recommends that the Board of Education authorize the submission of an application for California Newcomer Education and Well-Being (CalNEW) funding for the 2021-2022 fiscal year.

The California Department of Education (CDE) has been awarded funding through the U.S. Health and Human Services Department for local educational agencies (LEAs) within eight specific counties to provide supplemental programs and services to refugee/asylee and immigrant students and their families for the 2021-2022 fiscal year. Los Angeles County has been identified as one of those counties that has significant concentrations of these students; therefore, LEAs within the county are eligible to apply for this funding.

Glendale Unified has been receiving California Newcomer Education and Well-Being (CalNEW) funding for over two years and will continue to provide services that support the integration of immigrant and refugee youth and families. CalNEW has recently expanded the program to serve immigrant families, with continued objectives to increase the proportion of refugee, asylee, unaccompanied undocumented minors who make progress toward meeting grade level academic standards and graduation requirements, narrow the achievement gap, and enhance the self-sufficiency efforts of refugee families through collaboration with County Refugee Coordinators, voluntary resettlement agencies, and other community agencies. CalNEW programs require that grantees include linguistically and culturally responsive staff to engage and empower youth and families, support youth's development, and to refer families to available resources so they can access the assistance available to them and meet their basic needs. With CalNEW funds, GUSD will assist qualifying students and families to connect to available resources that meet their basic needs, and prepare students for college or a career. GUSD will continue to engage with parents/families to ensure they are involved in the education process. Through

services provided by CalNEW funding, GUSD will continue to support English Learners towards obtaining English language proficiency and grade promotion.

Activities to support the program objectives may include, but are not limited to, the following: identification, assessment, program monitoring, and record keeping; instructional support; socio-emotional support for students and families; family engagement opportunities; bi-weekly phone call correspondence with families, and professional development for staff.

The California Department of Education will fund from eight to twelve competitive grants in the range of \$100,000 to \$300,000. Awards will be for a one-year budget period and the applications are due to the California Department of Social Services (CDSS), Refugee Programs Bureau (RPB), by Friday, May 14, 2021. Applications for continuation grants beyond the one-year period of up to one additional year may be considered on a non-competitive basis subject to availability of funds and satisfactory progress of the project.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

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. Mary Mason, Executive Director, Educational Services

SUBJECT: **Approval of Basic Textbooks for Use in Elementary Schools in the Area of Foreign Language for Korean Instruction**

The Superintendent recommends that the Board of Education approve basic textbooks (Korean for Overseas Koreans, Language Arts, Grades K-5) for use in elementary schools in the area of Foreign Language for Korean instruction.

The basic textbooks listed below are being submitted for approval by the Board of Education. In accordance with Glendale Unified School District Board Policy 6161.1, the textbooks were available for review by parents and/or members of the community prior to being presented to the Board of Education for their consideration. The Elementary Education Council reviewed the information and made a recommendation of approval of the textbook to the Board of Education.

ELEMENTARY SCHOOLS

Department: Foreign Language Academies of Glendale Program

KOREAN

Korean FLAG, Grade Kindergarten
Korean for Overseas Koreans K1 by Seung Yon Yee, Et Al.
(Basic)
Published by JY Books, 2015

Korean FLAG, Grade Kindergarten
Korean for Overseas Koreans K2 by Seung Yon Yee, Et Al.
(Basic)
Published by JY Books, 2015

Korean FLAG, Grade 1
Korean for Overseas Koreans 1 by Seung Yon Yee, Et Al.
(Basic)
Published by JY Books, 2015

Korean FLAG, Grade 2
Korean for Overseas Koreans 2 by Seung Yon Yee, Et Al.
(Basic)
Published by JY Books, 2015

Korean FLAG, Grade 3
Korean for Overseas Koreans 3 by Seung Yon Yee, Et Al.
(Basic)
Published by JY Books, 2015

Korean FLAG, Grade 4
Korean for Overseas Koreans 4 by Seung Yon Yee, Et Al.
(Basic)
Published by JY Books, 2019

Korean FLAG, Grade 5
Korean for Overseas Koreans 3-1 by Lee Min Hye, Lee Hyun Kyu
(Basic)
Published by JY Books, 2015

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 11

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Approval of New Course of Study Outlines for Use in Middle and High Schools in the Areas of Career Technical Education and Visual and Performing Arts**

The Superintendent recommends that the Board of Education approve course of study outlines (Virtual Reality Game Design and Programming; Advanced Virtual Reality Video Game Design and Programming; Foundations in Digital Photography 1-2; and Advanced Digital Photography 3-4) for use in middle and high schools in the areas of Career Technical Education and Visual and Performing Arts.

The course of study outlines are submitted for approval by the Board of Education. The course outlines have been reviewed for content and evaluated by members of the Career Technical Education and Visual and Performing Arts Curriculum Study Committees. The Secondary Education Council has reviewed the information and made a recommendation of approval of the course outlines to the Board of Education.

MIDDLE SCHOOLS

Department: Career Technical Education

Course Title: Virtual Reality Game Design and Programming

Grade Level(s): 7-8

School(s)

Course Offered: Roosevelt Middle School

UC/CSU Approved

(Y/N, Subject): N/A

Length of course: Year

Semester Credits: 10

Recommended
Prerequisite: None

Recommended
Textbooks:

- Unity for Absolute Beginners, Sue Blackman(author) Published by Focal Press © 2013 ISBN:9781430249009, 1430249005
- Learn C# By Developing Games with Unity 2020. Harrison Ferrone Published by Packt, ISBN 9781800207806
- Unity 2020 Virtual Reality Projects: Learn VR development by building immersive applications and games with Unity 2019.4 and later versions Published by Packt, ISBN 978-1-83921-733-3

Course Overview: Video Game Design and Programming - Virtual Reality is a two-semester course in the Arts, Media & Entertainment - Game Design Industry sector. Students will learn basic foundations of video game design for both 2D and 3D games, and then the ability to program their game using C# and Visual Scripting(Bolt). Specialized curriculum in the field of virtual reality games will be introduced, and the games that are built will be played on a virtual reality headset (Oculus and HTC Vive). This course prepares students for the technology and software packages that they will use to build video games and software applications for careers in the Arts, Media, and Entertainment – Game Design sector. The foundation and pathway standards make explicit the appropriate knowledge, skills, and practical experience students should have to pursue their chosen profession through whatever course of postsecondary, collegiate, and graduate training or apprenticeship it may require. Also certain unity certification tests may be offered.

Department: Career Technical Education

Course Title: Advanced Virtual Reality Video Game Design and Programming

Grade Level(s): 7-8

School(s)

Course Offered: Roosevelt Middle School

UC/CSU Approved

(Y/N, Subject): N/A

Length of course: Year

Semester Credits: 5

Recommended

Prerequisite: Virtual Reality Video Game Design and Programming

Recommended

Textbooks:

- Unity Certified Programmer: Exam Guide, by Phillip Walker
Published by Packt Publishing Limited, 2020
ISBN: 978-1-83882-842-4
- Learn C# By Developing Games with Unity 2020, 5th ed., by
Harrison Ferrone, Published by Packt Publishing Limited, 2020
ISBN: 978-1-80020-780-6
- Unity 2020 Virtual Reality Projects, 3rd ed., by Jonathan Linowes,
Published by Packt Publishing Limited, 2020
ISBN 978-1-83921-733-3

Course Overview:

Advanced Virtual Reality Video Game Design and Programming is a two-semester course in the Arts, Media & Entertainment - Game Design Industry sector. Students from the beginning class will continue on with their education into video game design for both 2D and 3D games, and then the ability to program their game using C# and Visual Scripting(Bolt). Specialized curriculum in the field of virtual reality games will be included, and the games that are built will be played on a virtual reality headset (Oculus and HTC Vive). This course prepares students for the technology and software packages that they will use to build video games and software applications for careers in the Arts, Media, and Entertainment – Game Design sector. The foundation and pathway standards make explicit the appropriate knowledge, skills, and practical experience students should have to pursue their chosen

profession through whatever course of postsecondary, collegiate, and graduate training or apprenticeship it may require. Also certain unity certification tests may be offered.

HIGH SCHOOLS

Department: Career Technical Education / Visual and Performing Arts

Course Title: Foundations in Digital Photography 1-2

Grade Level(s): 9-12

**School(s)
Course Offered:** Daily High School

**UC/CSU Approved
(Y/N, Subject):** Pending

Course Credits: 10

**Recommended
Prerequisite:** This course is a recommended prerequisite for Advanced Digital Photography 3-4

**Recommended
Textbook:** Focus on Photography, ISBN 10: 0-87192-721-7
The Visual Experience, ISBN: 978-08719-2627-2

Course Overview: Foundations in Digital Photography 1-2 is the concentrator course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course will introduce the student to Photography as an artistic medium for personal expression as well as a commercial medium. The basic use of DSLR (digital single lens reflex) cameras, digital darkroom (Photoshop & Lightroom editing), and digital imaging will be taught. Composition, communication, and critical thinking will be combined with continual self and class evaluation. Students will be exposed to historical and cultural uses of photography with the goal of incorporating these concepts into their own work. Students will explore careers in photography performing these roles.

Students will complete this course with the key technological skills appropriate for occupations in the arts industry. Students will prepare a portfolio of their original works for college application, job application and/or personal collection.

Department: Career Technical Education / Visual and Performing Arts

Course Title: Advanced Digital Photography 3-4

Grade Level(s): 11-12

School(s)
Course Offered: Daily High School

UC/CSU Approved
(Y/N, Subject): Pending

Course Credits: 10

Recommended
Prerequisite: C or better in Foundations in Digital Photography

Recommended
Textbook: Focus on Photography, ISBN 10: 0-87192-721-7
The Visual Experience, ISBN: 978-08719-2627-2

Course Overview: Honors Digital Photography 3-4 is the capstone course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course is designed for advanced photography students who wish to push their creative potential by exploring and experimenting with the ideas and practices of 21st century art. Students will focus on the connections between conceptual and technical aspects of their photographic practice and develop personal themes. Emphasis is placed on understanding of concept and technique, critique processes, evaluation utilizing the Elements and Principle of Art Making, research of art historical figures, and professional practice. In addition to creating portfolio artworks, all assignments throughout the course will require students to analyze, critique, and discuss the meaning and purpose

of various artworks and how the artists employ the elements of art and principles of design to communicate meaning. The course will culminate with the completion of a digital and physical portfolio of artwork, artist statement, and resume.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

Glendale Unified School District School

Middle School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education

Course Title: Virtual Reality Game Design and Programming

Course Code: (Educational Services will assign course number after Board Approval)

Grade Level(s): 7-8

School(s)
Course Offered: Roosevelt Middle School

UC/CSU Approved
(Y/N, Subject): N/A

Length of course: Year

Semester Credits: 10

Recommended
Prerequisite: None

Recommended
Textbooks:

- Unity for Absolute Beginners, Sue Blackman(author) Published by Focal Press © 2013 ISBN:9781430249009, 1430249005
- Learn C# By Developing Games with Unity 2020. Harrison Ferrone Published by Packt, ISBN 9781800207806
- Unity 2020 Virtual Reality Projects: Learn VR development by building immersive applications and games with Unity 2019.4 and later versions Published by Packt, ISBN 978-1-83921-733-3

Course Overview: Video Game Design and Programming - Virtual Reality is a two semester course in the Arts, Media & Entertainment - Game Design Industry sector. Students will learn basic foundations of video game design for both 2D and 3D games, and then the ability to program their game using C# and Visual Scripting(Bolt). Specialized curriculum in the field of virtual reality games will be introduced, and the games that are built will be played on a virtual

reality headset (Oculus and HTC Vive). This course prepares students for the technology and software packages that they will use to build video games and software applications for careers in the Arts, Media, and Entertainment - Game Design sector. The foundation and pathway standards make explicit the appropriate knowledge, skills, and practical experience students should have to pursue their chosen profession through whatever course of postsecondary, collegiate, and graduate training or apprenticeship it may require. Also certain unity certification tests may be offered

First Semester-Course Content

Unit 1: Introduction to Video Games

(2 weeks)

STANDARDS

Common Core Standards: English Language Arts.7-8.LS.C.1.1, 7-8. Reading 2.6

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: D1.2, ,D1.3 , D2.1, D2.2, D2.4, D2.5

- A. This module introduces students to video game technology, software, and related fields. Students will explore the different aspects of making a video game, and what characteristics make a video game successful. Students are instructed of the class rules and policies and the safety guidelines of equipment use.
- B. Students will demonstrate an understanding of basic concepts by creating both a 2D and 3D game, naming the game correctly and putting it to a folder on their hard disk, saving a scene, and then compressing and saving the project to their Google Drive. They will then practice downloading and extracting their project on their computer hard drive, and opening it again in unity. Thus insuring they do not lose their projects

EQUIPMENT/SOFTWARE: Unity, Google Drive

Unit 2: Unity Development Environment/Interface

(2 weeks)

STANDARDS

Common Core Standards: English Language Arts ELA.7-8.R.CAGT.2.3, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: D6.1, D6.2, D6.3

- A. This module is designed to teach students how to use the Unity Interface/Layout and to get them started Creating their own Scenes/Transitions and to do manipulation of their objects in the Unity Scene editor.
- B. Students will learn how to create new scenes and save their current scene in their project to save all their work

EQUIPMENT/SOFTWARE: Unity

Unit 3: Building a Virtual World and running through it

(3 weeks)

STANDARDS

Common Core Standards: Ela -LITERACY.WHST.6-8.1.B

Common Core Standards: ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: :
D1.2, D1.3, D1.4, D1.5, D2.6, D2.7, D2.8

- A. This module is designed to teach students how to use the unity train commands to create their own ground terrain, and shape it creating hills, mountains, valleys, etc.
- B. They will then use the unity standard assets package to bring in trees, different ground surfaces, water for lakes, and other assets to design their world
- C. They will bring in a third person controller from the Unity Standard assets package that will be able to run through their world so they can explore it
- D. Balance, contrast with emphasis on creating an aesthetically pleasing environment that will also capture the players attention when they first start and open the game

EQUIPMENT/SOFTWARE: Unity, Unity Standard Assets Package

Unit 4: C# Programming Basics

(4 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.3, ELA.7-8.R.

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards:
D3.1, D3.2, D3.3, D3.4, D2.7, D2.8

- A. This module is designed to provide a basic overview of Computer programming and specifically dealing with C-sharp and visual studio and using the unity collection of commands to write scripts for the video game
- B. Introduction to C# Code structure, syntax, terminology, first script; create and manage variables and functions; logistics of methods and statements.
- C. Introduction to Unity Bolt in the advantage of using visual scripting for writing scripts
- D. Students will create two different projects and program and create a script in Visual Studio and then a similar script in Unity Bolt so that they can compare the differences in hand coding and then using visual scripting

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Unity Bolt

Unit 5: Coding Concepts

(3 weeks)

STANDARDS

Common Core Standards: ELA.7-8.W.2.5d, ELA.7-8.R.CAGT.2.6,

Career Technical Education Arts, Media & Entertainment - Game Design Pathway
Standards: D3.1, D3.2, D3.3, D3.4, D3.5

- A. Introduction to Code structure, syntax, terminology, first script; create and manage variables and functions; logistics of methods and statements.
- B. Scripting tells our GameObjects how to behave; it's the scripts and components attached to the GameObjects, and how they interact with each other, that creates our gameplay. Now, scripting in Unity is different from regular scripting because students will focus on the gameplay in their scripts.
- C. All scripts must be attached to an object for them to work when the game starts
- D. Students will learn how to define and use variables, functions, methods, and classes in their C# scripts
- E. **Bolt** is a visual scripting asset for **Unity**. It enables **Unity** users to create logic for games or applications without writing code. **Bolt** has visual, node-based graphs that both programmers and non-programmers can use to design final logic or to quickly create prototypes

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Bolt

Unit 6: Add interaction with game objects

(3 weeks)

STANDARDS

Common Core Standards: ELA.7-8.R.CAGT.2.6

Career Technical Education Arts, Media & Entertainment Pathway Standards: D3.1, D3.2, D3.3, D3.4, D3.5, D2.6

- A. This module focuses on adding interaction with C# and Bolt, manage collision detection, destroy objects, manage scenes through code, update user interface with scripting, polishing their game
- B. Students study and learn how to use Class Inheritance, Interfaces, Events and Delegate functions

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Bolt

Unit 7: Build your first 2D video game

(3 weeks)

STANDARDS

Common Core Standards: ELA.7-8 R.CAGT.2.6, ELA.8.R.NAGT.3.2,

Career Technical Education Arts, Media & Entertainment Game Design Pathway Standards: D4.1, D4.9, D5.1, D5.6, D3.5

- A. Using C# programming language to create your first script. Using C# and Bolt to create a 2D game with 2D scenes, creating new scripts and assets, and attaching your Scripts to Sprites obtained from the Unity Asset store Students study and learn how to use Class Inheritance, Interfaces, Events and Delegate

- B. Students will add the 2D physics properties to their game, Rigidbody2D, Box collider's, Gravity, and set these values
- C. Students will attach the Scripts to their game objects, play their game, and correct any error messages that come up in the Unity console. Students will then build and run their game that come up in the Unity console. Students will then build and run their game

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Unity Bolt

Second Semester-Course Content

Unit 8: Create your First 3D Game

(2 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.6

Career Technical Education Arts, Media & Entertainment – Game Design Pathway Standards: D3.1, D3.2, D3.3, D3.4, D3.5

- A. Create a 2D and 3D game. Features to add to knowledge base: Sprite Renderer, Prefab creation, Collision Detection, Score management; Create a game environment, navigate cameras, design play area, create and collect objects, display score, build and run the game
- B. Students will follow the video lesson to create a Roll-a-ball game which will I have a ball for a player which will then be controlled what do user to roll across the terrain and pickup tokens they have created and to keep score on a Canvass they created.

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Computergraphics.com, Unity Asset Store

Unit 9: Create 3D Objects in Maya to Export Them into Your Game

(4 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment – Game Design Pathway Standards: D4.1, D4.2, D4.3, D4.4, D4.5, D4.6

- A. This module is to introduce students into 3D primitives, Nurbs, polygons, edges, faces, vertexes, and Bezier Curve Tool Options.
- B. Students will follow the video lesson and create a 3D house and 3D Open Barn structure to bring into their unity video game
- C. Students will use Maya to export the selected objects or the entire scene to their Unity project. If they have the project open in Unity, they will be able access the FBX file immediately. To see it in their Unity scene, they will drag and drop the file from the Assets folder in the Project Browser into the Scene view.

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Autodesk Maya, Unity Asset Store

Unit 10: Create FPS Game using a Bow and shooting Fruit

(4 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment – Game Design Pathway Standards:
D4.1, D4.2, D4.3, D4.4, D4.5, D4.6

- A. This module is to introduce students into finding new assets from the unity assets store and then importing them and using them in their video game. They will also be creating new scripts for their objects, creating a a whole new saying for their game to play, and then creating a canvas to keep score as the user your plays their game
- B. Students use the unity asset store to find assets and objects to bring into their game to build their virtual world
- C. Students will use Maya to export the selected objects or the entire scene to their Unity project. If they have the project open in Unity, they will be able access the FBX file immediately. To see it in their Unity scene, they will drag and drop the file from the Assets folder in the Project Browser into the Scene view.

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Unity Asset Store, Unity Bolt

Unit 11: Create A Virtual Reality Video Game

(5 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment – Game Design Pathway Standards:
D4.1, D4.2, D4.3, D5.1 D5.2 D5.3, D8.1, D8.2, D8.3, D9.2, D9.4

- A. This module is to introduce students into exciting new world of virtual reality. Students will set up unity and using the Unity SDK(Software Development Kit) from the Unity Assets Store bring in the packages and change the settings so that their game will be built to run on both the Oculus, and HTC Vive, Virtual Reality Headsets
- B. Students will also download and use the SteamVR plugin because it renders to both the Oculus Rift and the HTC Vive when they run the game, so it is an easy way to build for leading VR headsets.
- C. Students will learn how to set up the Oculus, HTC Vive and Virtual Reality Toolkit (VRTK integrations) in Unity as well as how to set up a basic VR scene.
- D. Students will get the best practices for making their VR experience comfortable and learn how to implement a teleportation system.
- E. Students will learn how hand interactions work in VR, how to design interactions to manipulate objects and how to overcome challenges with item placement.
- F. Students will learn how to Transition from 2D to VR, review well-established VR interaction paradigms, and to also find out how to design a user-friendly interface for VR.

EQUIPMENT/SOFTWARE: Unity, Oculus VR Headset, HTC Vive Headset, SteamVR SDK package, Unity SDK package, Unity Asset Store, Visual Studio, Google classroom

Unit 12: Publish Video Game for Test Play and then Post on Itch.io (5 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment – Game Design Pathway Standards: D5.1, D5.2, D5.3, D5.4, D5.5, D5.6, D6.1, D6.2, D6.3, D7.1, D7.2,, D8.1, D8.3, D9.1, D9.3

- A. This module is to introduce students into the different formats for building in running their game and then publishing it for other students to play. They will publish their game in both the PC and Mac format and then post it to google classroom so that other players can play their game and provide feedback
- B. Students will be required to play at least three games during designated class gameplay time and then provide detailed feedback on their opinion of the game and if there are any glitches or things that need to be fixed. They will be graded on their comments
- C. Students will take the feedback given to them by the different classes and work to correct any issues or problems with their game and to add more features and then publish the game again for more gameplay and comments
- D. Students will then publish their game to the WebGL format and post it up on Itch.io for other students and for anyone else who wants to play their game online. They will also upload PC and Mac versions for their game and decide if they wish to try and charge for the general public to play their game

EQUIPMENT/SOFTWARE: Unity, Visual Studio , Unity Bolt, Google Classroom, Itch.io

Glendale Unified School District

Middle School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education

Course Title: Advanced Virtual Reality Video Game Design and Programming

Course Code: (Educational Services will assign course number after Board Approval)

Grade Level(s): 7-8

School(s)
Course Offered: Roosevelt Middle School

UC/CSU Approved
(Y/N, Subject): N/A

Length of course: Year

Semester Credits: 5

Recommended
Prerequisite: Virtual Reality Video Game Design and Programming

Recommended
Textbooks:

- Unity Certified Programmer: Exam Guide, by Phillip Walker
Published by Packt Publishing Limited, 2020
ISBN: 978-1-83882-842-4
- Learn C# By Developing Games with Unity 2020, 5th ed., by Harrison Ferrone, Published by Packt Publishing Limited, 2020
ISBN: 978-1-80020-780-6
- Unity 2020 Virtual Reality Projects, 3rd ed., by Jonathan Linowes
Published by Packt Publishing Limited, 2020
ISBN 978-1-83921-733-3

Course Overview: Advanced Virtual Reality Video Game Design and Programming is an two semester course in the Arts, Media & Entertainment - Game Design Industry sector. Students from the beginning class will continue on with their education into video game design for both 2D and 3D games, and

then the ability to program their game using C# and Visual Scripting(Bolt). Specialized curriculum in the field of virtual reality games will be included, and the games that are built will be played on a virtual reality headset (Oculus and HTC Vive). This course prepares students for the technology and software packages that they will use to build video games and software applications for careers in the Arts, Media, and Entertainment - Game Design sector. The foundation and pathway standards make explicit the appropriate knowledge, skills, and practical experience students should have to pursue their chosen profession through whatever course of postsecondary, collegiate, and graduate training or apprenticeship it may require. Also certain unity certification tests may be offered.

First Semester-Course Content

Unit 1: Review of Video Games Technology and Unity

(2 weeks)

STANDARDS

Common Core Standards: English Language Arts.7-8.LS.C.1.1, 7-8.

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: D1.2, ,D1.3 , D2.1, D2.2, D2.4,

- A. This module will reintroduce students to latest changes in video game technology, software, and related fields. Students are instructed of the class rules and policies and the safety guidelines of all equipment use for computer lab and virtual reality lab
- B. Students will create a folder on their hard disk, create a project in Unity, save their scene, and then compress and saving the project to their Google Drive. They will then practice downloading and extracting their project on their computer hard drive, and opening it again in Unity. This will insure they do not lose their projects.
- C. We will go over the latest software additions to unity, and changes in their interface, and removal of previous comments

EQUIPMENT/SOFTWARE: Unity, Google Drive

Unit 2: Unity UI Interface

(2 weeks)

STANDARDS

Common Core Standards: English Language Arts ELA.7-8.R.CAGT.2.3, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: D3.1, D632, D3.3, D3.4

- A. This module will teach students how to work with the Unity interface to create buttons, text, images. Then creating new scripts and working to link their button functionality with their code.

- B. Students will then implement all the buttons, text, images required for the game screen and ensure all game objects are properly named and ready for action
- C. Students will assess what needs to be refactored or changed in order to have their code work with their user interface. They will then refactor the code including player input mechanism.

EQUIPMENT/SOFTWARE: Unity, Visual studio

Unit 3: Laser Defender Project

(6 weeks)

STANDARDS

Common Core Standards: Ela -LITERACY.WHST.6-8.1.B

Common Core Standards: ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: :
D1.2, D1.3, D1.4, D1.5, D2.6, D2.7, D3.1, D3.2, D3.3, D3.4, D3.5, D3.6, D3.7

- A. This module is designed to teach student how to create a fun top-down shooter game.
- B. Students will discuss the features, player experience and core loop for their game.
- C. Students will set up background, player, enemy, camera and aspect ratio to their own specifications.
- D. Students will then set aspect ratio, sizes and proportions they want for their game and scene.
- E. Students will then move the player on horizontal axis using `Input.GetAxis()`, and use `Time.deltaTime` to make their game framerate independent. They will then also add vertical movement for their player.
- F. Students will construct gameplay boundaries using the method `ViewportToWorldPoint()`., They will then `Math.Clamp` their horizontal and vertical movement based upon their boundaries. and add padding so that the player does not go off screen.
- G. Students will create a projectile and connect it to the player. They will then instantiate a the projectile using `GetButtonDown()`, and give the projectile some velocity so that it shoots upwards.
- H. Students will create a coroutine to call when firing, and loop the coroutine using a while (true) loop. They will then create a means in which to stop the coroutine.
- I. Students will create `EnemySpawner.cs` to instantiate enemies into their scene. They will then craft a coroutine that spawns an enemy then waits for time, and use a for loop to continue instantiating enemies until the wave is complete.
- J. Students will create an if statement to destroy enemy if its health goes below zero. We will discuss in more detail the mechanism of creating a method which requires a parameter to be passed into it.

- K. Students will then build and run, and publish their game for other students to play and provide feedback

EQUIPMENT/SOFTWARE: Unity, Visual studio, Unity Standard Assets Package

Unit 4: Object Oriented Programming Concepts and Game Objects (3 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: D4.1, D4.2, D4.3, D4.4, D4.5, D4.6

- A. This module focuses on defining classes, creating and using classes, defining functions, accessing Game Objects, constructor and properties
- B. Students will learn to create prefabs, create and destroy objects, activating and deactivating objects, and controlling object lifespans with invoke
- C. Students will learn to create Run-time Exceptions, finding Run-time Errors, and using the debugger
- D. Students will learn to how to create arrays, for() and foreach() loops, and while() Loops

EQUIPMENT/SOFTWARE: Unity, Visual Studio

Unit 5: Advanced Unity Concepts (4 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.6

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards: D3.1, D3.2, D3.3, D3.4, D3.5, D3.6

- A. This module focuses on 2D physics concepts, rigidbody components, Unity colliders, physics materials, and scripting collision events
- B. Students will learn about the concepts of Primitive Data and math, data types and variables, mathematical operations, variable scope and access, and displaying data
- C. Students will learn and practice decisions and flow control, logical expressions "if/else" Statements, and "switch" Statements
- D. Students will learn the difference and in the process of organizing game objects, Parent-Child Objects, sorting layers, tagging game objects and collision layers
- E. Students will learn how to correctly apply physics to interact with the virtual world they created

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Computergraphics.com,

Unit 6: Object Oriented Programming Concepts and Game Objects

(3 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment – Game Design Pathway Standards:
D3.1, D3.2, D3.3, D3.4, D3.5, D4.1, D4.2, D4.3, D4.4, D4.5,

- A. This module focuses on defining classes, creating and using classes, defining functions, accessing Game Objects, constructor and properties
- B. Students will learn to create Prefabs, create and destroy objects, activating and deactivating objects, and controlling object lifespans with invoke
- C. Students will learn to create Run-time Exceptions, finding Run-time Errors, and using the debugger
- D. Students will learn to how to create arrays, for() and foreach() loops, and while() Loops

EQUIPMENT/SOFTWARE: Unity, Visual Studio

Second Semester-Course Content

Unit 7: Virtual Reality

(4 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.3, ELA.7-8.R.

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards:
D3.1, D3.2, D3.3, D3.4, D2.7, D2.8

- A. This module is designed to teach the students about the Presence in VR: What is it? How do you quantify it? How do you foster it?
- B. Students will learn about VR tracking, latency, Field of View in real life, HMDs, caves, Desktop VR, fidelity, depth, isolation, smell, range of motion (DoF).
- C. Students will define sensory influence: Kinetics, Spatial Audio, Haptics, Other senses?
- D. Students will learn what to do in their projects to encourage presence, and the importance of presence to the experience they are creating?
- E. Students will experiment to solve the problems of VR movement, interaction, limited area of movement, and VR sickness.
- F. Students will experiment using unity for spatial knowledge acquisition, orientation, and wayfinding in virtual environments., cognitive maps and GPS.

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Oculus Rift, HTC Vive

Unit 8: VR Game Setup

(4 weeks)

STANDARDS

Common Core Standards: ELA.7-8.W.2.5d, ELA.7-8.R.CAGT.2.6,

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards:
D3.1, D3.2, D3.3, D3.4, D3.5, D4.1, D4.2, D4.3, D4.4

- A. This module is designed to teach the students how to set up their game for virtual reality and install the Unity SDK
- B. Students will learn how to set up the VR Player Controller
- C. Students will learn how do you set up and use the Camera Rig
- D. Students will learn how do a VR Walkthrough
- E. Students will learn about motion in VR, position, orientation Tracking
- F. Students will learn how to setup Desk Space vs. Room Space, latency, and accuracy precision
- G. Students will learn about VR sickness and perceptual augmentation

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Bolt

Unit 9: Create A Virtual Reality Video Game

(6 weeks)

STANDARDS

Common Core Standards: ELA.7-8.LS.C.1.1, ELA.7-8.R.CAGT.2.5

Career Technical Education Arts, Media & Entertainment - Game Design Pathway Standards:
D3.1, D3.3, D3.5, D4.1, D4.2, D4.3, D5.1 D5.2 D5.3,

- A. This module is to introduce students into exciting new world of virtual reality. Students will set up unity and using the Unity SDK(Software Development Kit) from the Unity Assets Store bring in the packages and change the settings so that their game will be built to run on both the Oculus, and HTC Vive, Virtual Reality Headsets
- B. Students will also download and use the SteamVR plugin because it renders to both the Oculus Rift and the HTC Vive when they run the game, so it is an easy way to build for leading VR headsets.
- C. Students will learn how to set up the Oculus, HTC Vive and Virtual Reality Toolkit (VRTK integrations) in Unity as well as how to set up a basic VR scene.
- D. Students will get the best practices for making their VR experience comfortable and learn how to implement a teleportation system.
- E. Students will learn how hand interactions work in VR, how to design interactions to manipulate objects and how to overcome challenges with item placement.
- F. Students will learn how to Transition from 2D to VR, review well-established VR interaction paradigms, and to also find out how to design a user-friendly interface for VR.

EQUIPMENT/SOFTWARE: Unity, Oculus VR Headset, HTC Vive Headset, SteamVR SDK package, Unity SDK package, Unity Asset Store, Visual Studio, Google classroom

Unit 10: Build- Publish and Play a VR Game in Unity.

(6 weeks)

STANDARDS

Common Core Standards: ELA.7-8.R.CAGT.2.6

Career Technical Education Arts, Media & Entertainment Pathway Standards: D10.1, D10.2, D10.3, D10.4, D10.5, D10.6, D5.1, D5.2, D5.3, D5.4, D5.5

- A. This module is to introduce students how to set up unity and their virtual reality headset to publish and play their game.
- B. Students will learn how to setup all the cameras in their scenes to be able to render directly to the head-mounted display (HMD). View and Projection matrices are automatically adjusted to account for head tracking, positional tracking and field of view.
- C. Students will learn that Head tracking and the appropriate Field of View (FOV) is automatically applied to their camera if their device is head-mounted.
- D. Students will learn head tracking and positional tracking are automatically applied, so that the position and orientation most closely matches the user's position and orientation before the frame is rendered. This gives a good VR experience, and prevents the user from experiencing nausea.
- E. E Students will learn that each camera that is rendering to the device automatically overrides the field of view of the camera with the field of view the user has input in the software settings for each VR SDK.
- F. Students will learn that the left eye is rendered to the Game View window if they have stereoTargetEye set to left or both. The right eye is rendered if they have stereoTargetEye set to right. To see a side-by-side view in the Game View, they need to create two cameras, set one to the left and one to the right eye, and set the viewport of display them side by side.
- G. Students will learn that their build application initializes and enables devices in the same order as the Player Settings list. Devices not present in the list at build time are not available in the final build.
- H. Students will learn that achieving a frame rate similar to your target HMD is essential for a good VR experience. This must match the refresh rate of the display used in the HMD. If the frame rate drops below the HMD's refresh rate, it is particularly noticeable and often leads to nausea for the player.
- I. Students will establish an account on Itch.io to publish their games.
- J. Students will build and run their game using the virtual reality settings in unity, and then test it out on the oculus an HTC Vive headsets.

- K. Students will be required to play at least three games during designated class time gameplay on designated headsets and then provide detailed feedback on their opinion of the game and if there are any glitches or things that need to be fixed. They will be graded on their comments
- L. Students will take the feedback given to them by the different classes and work to correct any issues or problems with their game and to add more features and then publish the game again for more gameplay and comments

EQUIPMENT/SOFTWARE: Unity, Visual Studio, Oculus Rift and Quest 2, HTC Vive

Glendale Unified School District

High School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education / Visual and Performing Arts

Course Title: Foundations in Digital Photography 1-2

Course Code: (Educational Services will assign course number after Board Approval)

Grade Level(s): 9-12

School(s)
Course Offered: Daily High School

UC/CSU Approved
(Y/N, Subject): Yes, F-Visual and Performing Arts

Course Credits: 10

Recommended
Prerequisite: This course is a recommended prerequisite for Advanced Digital Photography 3-4

Recommended
Textbook: Focus on Photography, ISBN 10: 0-87192-721-7
The Visual Experience, ISBN: 978-08719-2627-2

Course Overview: Foundations in Digital Photography 1-2 is the concentrator course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course will introduce the student to Photography as an artistic medium for personal expression as well as a commercial medium. The basic use of DSLR (digital single lens reflex) cameras, digital darkroom (Photoshop & Lightroom editing), and digital imaging will be taught. Composition, communication, and critical thinking will be combined with continual self and class evaluation. Students will be exposed to historical and cultural uses of photography with the goal of incorporating these concepts into their own work. Students will explore careers in photography performing these roles. Students will complete this course with the key technological skills appropriate for occupations in the arts industry. Students will prepare a portfolio of their original works for college application, job application and/or personal collection.

Trimester 1-Course Content

Unit 1: Elements/Principles of Art and Design

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts
Pathway Standards A1.2; A1.3; A1.6 & A2.3

- A. Photography is a visual language that is applicable to all visual art areas. In this unit students will use photography to explore the elements of art/principles of design. Students will use vocabulary associated with the use of value, line, texture, shape, balance, movement, repetition, contrast, etc. Students will learn how the manipulation of these elements/principles in art can create meaning and support expression. This unit focuses on establishing visual proficiency for illustrating concepts that are applicable to a variety of art and design fields.
- B. Students will create photographs of a variety of subjects that demonstrate a basic understanding of the elements of art/principles of design. Students will be introduced to Photoshop and Lightroom as editing software and a basic workflow. Students will also be required to use photography as a tool to convey larger concepts and production ideas in the form of visual storytelling. Students will describe, analyze and critique an historical photograph. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion.

Unit 2: Light & Motion

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts
Pathway Standards A1.2; A1.3; A1.6 & A4.3

- A. Shutter Speed and Aperture are the foundations for creating photographs. In this unit students will learn the functions of camera technology and how light is used to create and manipulate photographic imagery.
- B. Students will be introduced to the functions of DSLR cameras and create photographs that show motion using a variety of shutter speeds and the proper coordinating aperture. Students will analyze and prioritize their images by focusing on technical and aesthetic qualities and use Photoshop and Lightroom to edit their images. Students will describe, analyze and critique photographs of motion throughout history and technological developments in photography equipment. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion.

Unit 3: Aperture and Point of View

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts
Pathway Standards A2.6, A2.7, & A2.9

- A. This unit establishes the framework needed for students to compose and communicate conceptual ideas using photographic imagery. Compositional rules and visual vocabulary will allow students to determine artistic intent and facilitate the development of individual artistic style and voice. Students will be able to identify and design content for specific audiences while considering how historical and cultural elements affect message and meaning.
- B. Students will develop a body of work that expresses the concept of the symbolic self-portrait, incorporates the rule of thirds and uses aperture to distinguish focal point. Students will analyze and prioritize their images by focusing on technical and aesthetic qualities and use Photoshop to edit their images. Students will describe, analyze and critique conceptual portraiture. Students will interpret the symbolic self-portraits made by their peers and critique their use of visual language. Students will learn to utilize a variety of communication methods and persuasive techniques while utilizing critique methods to reflect upon their processes.

Unit 4: Color

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts
Pathway Standards A1.2, A2.3 & A4.4

- A. This unit focuses on the use of color in digital photography. Using their knowledge of basic elements of art, students will delve deeper into color theory and the ways in which light and color can be manipulated to achieve artistic effects and enhance meaning.
- B. Students will analyze how color can affect the aesthetic value of an image and develop a body of work that uses color as visual language. Students will analyze and prioritize their images by focusing on technical and aesthetic qualities and use Photoshop to edit their images that best communicate their interpretation of the project. Students will use academic vocabulary to describe, analyze, and critique the photographs made by their peers, focusing on their use of color and visual language.

Trimester 2-Course Content

Unit 5: Advertising/Commercial Photography

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts
Pathway Standards A1.3, A2.9 & A2.9

- A. This unit focuses on bringing all that the student has learned up to this final, 1st semester project. This process encourages students to carefully consider and articulate the choices they make in their own development as artists and thinkers.
- B. Students will learn to set up lighting to photograph a variety of subjects in the compositional style of commercial photography and advertising.

Unit 6: **Portraiture**

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts

Pathway Standards A1.2; A1.3; A1.9 & A2.2

- A. This unit focuses on how to operate as a freelance portrait photographer. Students will learn about business and copyright law in relation to photography. Students will also learn about the different styles of portraiture, the history of portraiture, and lighting techniques specific to portraiture.
- B. Students will go through the process of creating a freelance business and branding their business by creating business cards, letterhead, and a website. Students will have a friend or family member "hire" them for studio and environmental portraits that they will edit and create prints. Students will describe, analyze and critique historical and contemporary portraiture. A rubric will be used for assessing proficiency and students will participate in verbal critique with peer input.

Unit 7: **Photojournalism**

(2 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts

Pathway Standards A2.1., A2.3, A3.3, & A5.7

- A. Building on prior knowledge regarding documentary photography, students will learn about the role of the photojournalist in our society. Students will learn the language of journalism and approaches to creating photo essays. Students will analyze and critique the various ways they have used photographs, text, and design elements to convey their story.
- B. Students will analyze current newspaper article layouts, use of photography, angle, and level of information. Acting as journalist and photojournalist, students focus on an event, location, or person, and create a newspaper article that communicates a story using photographs and text. In mid-critique and final critique students will act as editor and proof their fellow student's articles in preparation for press, giving feedback on strengths and weaknesses using the unit vocabulary. A rubric will be used for assessing proficiency and students will participate in verbal critique with peer input.

Unit 8: **Appropriation/Montage**

(3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts

Pathway Standards A1.7, A2.5, A4.6 & A8.4

- A. Students will learn about various techniques for conceptualizing and creating singular images out of multiple sources. Students will learn about the history of photo manipulation, montage, and appropriation. Students will learn about current laws regarding Usage and the Artist's Right to Collage.

- B. Students will sketch their design ideas and previsualize their projects. Students will use Photoshop to create photomontages using appropriated and original imagery to create a surrealistic narrative. A rubric will be used for assessing proficiency and students will participate in verbal critique with peer input.

Unit 9: **Conceptual Art**

(2 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts

Pathway Standards A1.2; A1. A2.6, A2.8, A2.9, A4.6 & A5.2

- A. This unit focuses on artmaking where the concept or idea involved in the work take precedence over traditional aesthetic and material concerns. Students will learn about the history of Conceptual Art and look at the work of contemporary conceptual photographers.
- B. Students will complete a process of brainstorming that will lead them to an essential question. Students will create a conceptual project based on their essential question. Students will present their project to the class and answer questions from their peers and teacher. A rubric will be used for assessing proficiency.

Glendale Unified School District

High School

Date

(Meeting date will be typed in after Board Approval)

Department: Career Technical Education / Visual and Performing Arts

Course Title: Advanced Digital Photography 3-4

Course Code: (Educational Services will assign course number after Board Approval)

Grade Level(s): 11-12

School(s)
Course Offered: Daily High School

UC/CSU Approved
(Y/N, Subject): Yes, F-Visual and Performing Arts

Course Credits: 10

Recommended
Prerequisite: C or better in Foundations in Digital Photography

Recommended
Textbook: Focus on Photography, ISBN 10: 0-87192-721-7
The Visual Experience, ISBN: 978-08719-2627-2

Course Overview: Honors Digital Photography 3-4 is the capstone course for the Arts, Media and Entertainment industry sector and Design, Visual and Media Arts pathway. This course is designed for advanced photography students who wish to push their creative potential by exploring and experimenting with the ideas and practices of 21st century art. Students will focus on the connections between conceptual and technical aspects of their photographic practice and develop personal themes. Emphasis is placed on understanding of concept and technique, critique processes, evaluation utilizing the Elements and Principle of Art Making, research of art historical figures, and professional practice. In addition to creating portfolio artworks, all assignments throughout the course will require students to analyze, critique, and discuss the meaning and purpose of various artworks and how the artists employ the elements of art and principles of design to communicate meaning. The course will culminate with the completion of a digital and physical portfolio of artwork, artist statement, and resume.

Trimester 3-Course Content

Unit 1: **Tell Me A Story**

(2 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway
Standards A1.2; A1.3; A1.6 & A2.3

- A. Photography is a visual language that is applicable to all visual art areas. In this unit students will use photography to create a personal narrative. Students will use language and the prior knowledge learned in Photo 1-2, including the elements of art/principles of design. Students will use vocabulary associated with the use of value, line, texture, shape, balance, movement, repetition, contrast, etc. to create a photo essay. Students will learn how editing and sequencing images creates meaning.
- B. Students will create a photo narrative in 5-7 images. Students will be required to use photography as a tool to convey larger concepts and production ideas in the form of visual storytelling. Students will write an artist statement and present their work for critique. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion.

Unit 2: **Investigation**

(2 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway
Standards A1.2; A1.3; A1.7; A2.3; A2.4; A3.4; A5.6; A8.4

- A. Research is the foundation for creating meaningful photographic projects. Students will learn a variety of research techniques and apply them to their project. Students will examine the historic and current cultural aspects of their chosen theme and apply what they have learned to a series of photographs (7-10 images).
- B. Students will choose a personal theme to research and create a body of work based on the concepts and techniques learned during the process of independent research. Students will analyze and prioritize their images by focusing on technical and aesthetic qualities and use Photoshop to edit their images. Students will write an artist statement and present their work for critique. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion.

Unit 3: **Identity (3 weeks)**

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway Standards
A1.2; A1.3; A1.7; A2.3; A2.4; A2.6; A3.4; A5.6; A8.4

- A. Students will study historic and contemporary photographic self-portraits that challenge our concept of traditional portraiture. Through visual motivation and lecture, students will analyze how artists have effectively applied the elements and principals of design to examine the idea of personal identity.

- B. Using student driven choice of materials, students will create a photographic artwork that examines their identity. Students will write an artist statement on the connections between the conceptual and technical aspects of their artwork and the historic and current cultural understanding of portraiture. Students will analyze and prioritize their images by focusing on technical and aesthetic qualities and use Photoshop to edit their images. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion

Unit 5: Personal Theme (3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway

Standards A1.2; A1.3; A1.9 & A2.2

- A. In this unit students will focus on their personal artistic practice and identify a personal theme that runs throughout their work and practice. Students will use brainstorming exercises and research to further examine their theme and create photographic images that create a completed thematic portfolio of 15 images.
- B. Students will complete a process of brainstorming that will lead them to their personal theme. Students will gather all prior work that focuses on their personal theme and create new work to “complete” the body of work. Students will write an artist statement explaining their personal theme, including conceptual and technical aspects as well as cultural and personal connections. A rubric will be used for assessing craftsmanship and conceptual clarity, while verbal critique will offer collaborative analysis and discussion.

Unit 6: Digital Portfolio and Presentation (2-3 weeks)

STANDARDS

CTE Arts Media and Entertainment Arts - A. Design, Visual and Media Arts Pathway Standards

A1.2; A1.3; A1.7; A2.3; A2.4; A2.6; A3.4; A5.6; A8.4

- A. Students will receive an overview of the different programs available for creating an online portfolio (Google Slides, Weebly, WordPress for tech savvy students, etc.) Lecture presentation and student research will investigate the many types of offerings and organization techniques employed in artists websites. Discussions will center around analysis of user-friendly effectiveness, consistency, flow, clarity of artists voice. Students will choose several models as guidelines and select a program to create an online portfolio. Students will also learn about display, photography and documentation of art work.
- B. Students will gather all art work from present, and past art classes, or self-generated works. With individual and peer assessment, students will choose a minimum of 10 works of art to begin an online portfolio. All work will be professionally photographed and manipulated to upload onto the chosen format. Students will organize the images into a unifying flow, and draft and upload a personal artist’s statement to complete the narrative. Project based assignments will allow students to design concepts around summative assessments and written/verbal critique will allow students to analyze and improve their work.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 12

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Stepan Mekhitarian, Interim Director, Innovation, Instruction, Assessment & Accountability

SUBJECT: Approval for the Purchase of Apex Learning Licenses for 2021-2022

The Superintendent recommends that the Board of Education approve a contract with Apex Learning in the amount of \$38,125 for subscriptions to Apex comprehensive courses to provide rigorous digital coursework used for credit recovery, remediation, intervention, and exam preparation.

Apex Learning is the leading provider of blended and virtual learning solutions to the nation's schools. Their digital curriculum provides an active learning experience that engages all students in rigorous coursework to prepare them for college and work. The standards-based digital curriculum in math, science, English, social studies, world languages, electives and Advanced Placement is widely used for original credit, credit recovery, remediation, intervention, acceleration and exam preparation.

Glendale Unified School District (GUSD) began implementing Apex Learning in 2007 to provide digital curriculum to support students who needed to recover credits for high school graduation and continues to be the main use of Apex today. Currently, most of the Apex courses are a-g approved and another option for students in GUSD to ensure college readiness.

The total cost of \$38,125 includes 305 licenses for unlimited course enrollment and allows sites to continue to provide rigorous digital coursework used for credit recovery, remediation, interventions, limited first-time use, and exam preparation.

The cost for these services will be paid from Educational Services funding.

Glendale Unified School District
Consent Calendar No. 12
May 4, 2021
Page 2

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

CLIENT AGREEMENT
for
APEX LEARNING DIGITAL CURRICULUM SOLUTIONS

This Client Agreement for Apex Learning Digital Curriculum Solutions (“**Agreement**”) is effective on execution by both parties (“**Effective Date**”) and is made by and between Apex Learning Inc., a Washington corporation with its principal place of business at 1215 Fourth Avenue, Suite 1500, Seattle, WA 98161 (“**Apex Learning**”) and Glendale Unified School District, with its principal place of business at 223 North Jackson Street, Glendale, CA 91206-4334 (“**Client**”).

RECITALS

Apex Learning provides digital curriculum solutions for secondary education.

Client desires to purchase the digital curriculum solutions described in Exhibit A and have its students, teachers, administrators, and staff access and use the Apex Curriculum (as defined below), all pursuant to the terms and conditions set forth below.

In consideration of the covenants and conditions set forth below and for other good and valuable consideration, the adequacy of which the parties hereby acknowledge, the parties agree as follows:

AGREEMENT

1. **Definitions.** Each of the following initially capitalized terms has the meaning set forth below. All other initially capitalized terms have the meanings assigned in this Agreement.
 - 1.1. “**Apex Curriculum**” means the Apex Learning digital curriculum described in Exhibit A. The Apex Curriculum does not include any Course Materials that may be required.
 - 1.2. “**Client User**” means each Client teacher, administrator, and student, as well as each student parent/guardian, who registers with Apex Learning and establishes a password to access the Apex Curriculum made available under this Agreement.
 - 1.3. “**Course Materials**” mean items or materials separate from the Apex Curriculum that are identified as either required or optional for the Apex Curriculum (e.g., calculators, microphones/headsets, textbooks, literature, and lab materials).
 - 1.4. “**Student Data Privacy and Protection Addendum**” means the addendum attached as Exhibit D.
 - 1.5. “**Term**” will have the meaning set forth in Section 9.1.
 - 1.6. “**User Support**” means the Apex Learning support services described in Exhibit C.
2. **Apex Learning Obligations.**
 - 2.1. **Digital Curriculum Solutions.** Apex Learning will provide the digital curriculum solutions described in Exhibit A, including hosting the Apex Curriculum and making it available for access and use by Client Users.
 - 2.2. **User Support.** Apex Learning will provide Client Users with User Support throughout the Term.
 - 2.3. **Uptime.** Apex Learning will use commercially reasonable efforts to make the Apex Curriculum available for access by Client Users ninety-nine percent (99%) of the time, measured on a monthly basis, excluding Planned Outages. “**Planned Outages**” means the installation of upgrades, routine application, server, or network

configuration changes, and other reasonable maintenance activities. Planned Outages will be conducted during off-peak Apex Curriculum utilization times. Apex Learning will post an advance announcement of any Planned Outage on the Apex Learning website through which Client Users access the Apex Curriculum.

- 2.4. **All Rights Reserved.** Apex Learning and its suppliers own all right, title and interest in and to the Apex Curriculum. Other than granting Client Users the right to access and use the Apex Curriculum as described in this Agreement, Apex Learning expressly reserves all right, title, and interest therein.

3. **Client Obligations.**

- 3.1. **Hardware/Software.** The Apex Curriculum is made available to Client Users over the Internet through a web-browser interface. To access the Apex Curriculum, therefore, Client Users must have a suitable Internet connection and access to an appropriately configured computer, as well as an appropriately configured computer network (where applicable) in accordance with the system recommendations posted at <http://www.apexlearning.com/systemrequirements/systemrecommendations.pdf>.

- 3.2. **Terms of Use.** All Client Users who access the Apex Curriculum must comply with the Apex Learning Terms of Use for Customer Websites ("**Terms of Use**"). The current version of such Terms of Use is posted at www.apexvs.com through which Client Users access the Apex Curriculum. Apex Learning reserves the right to suspend or discontinue a Client User from accessing the Apex Curriculum at any time if the Client User violates the Terms of Use. To the extent it has knowledge, Client will notify Apex Learning of any activity by its Client Users in violation of the Terms of Use. For the purpose of clarification, the Terms of Use are not part of this Agreement and do not modify or supplement the Agreement.

- 3.3. **Laboratory Activities.** If hands-on laboratory activities included in the Apex Curriculum are implemented by Client Users, Client is responsible for all such hands-on laboratory activities, including ensuring that qualified personnel are available to supervise such hands-on laboratory activities. Apex Learning will have no liability whatsoever regarding any hands-on laboratory activities.

- 3.4. **No Resale Rights.** Client will not resell to any third party the right to access or use the Apex Curriculum or provide any third party who is not a Client User with access to, or the ability to use, the Apex Curriculum.

4. **Payment.**

- 4.1. **General.** In consideration for the rights granted and services provided under this Agreement, Client will pay Apex Learning the amounts set forth in Exhibit A. Apex Learning will issue invoices for such amounts pursuant to the invoice schedule in Exhibit B.

- 4.2. **Payment Terms.** Client will pay all Apex Learning invoices properly issued under this Agreement within thirty (30) days of the invoice date. If payment is made via credit card Apex Learning will assess a processing fee equal to three percent (3%) of the amount charged to such card.

- 4.3. **Taxes.** Amounts stated under Section 4.1 do not include any applicable sales, use, gross income, occupational, or similar taxes; import or export fees; duties, imports, or tariffs; or any other taxes, duties, charges, or fees of any kind which may be levied in connection with the transactions covered under this Agreement. Any such taxes (if any are due) are the responsibility of Client. Client will indemnify and hold Apex Learning harmless from any liability with respect to such taxes. Apex Learning is solely responsible for Apex Learning's income and payroll taxes.

5. **Confidentiality.**

- 5.1. **Student Data Privacy and Protection.** Apex Learning and Client agree to comply with their respective obligations under the Student Data Privacy and Protection Addendum attached as Exhibit D.

5.2. **Protection of Other Confidential Information.** In addition to the parties' respective obligations under Section 5.1 above, each party agrees that it will not disclose to any third party any Confidential Information of the other party, except to the extent required by law or as otherwise expressly authorized herein. The term "**Confidential Information**" means all non-public information that either party designates as being confidential, or which, under the circumstances of disclosure ought to be treated as confidential. Apex Learning's Confidential Information includes, without limitation pricing for the Apex Curriculum. Confidential Information does not include information that was known to the receiving party prior to the disclosing party's disclosure to the receiving party, or information that becomes publicly available through no fault of the receiving party. Nothing in this Section 5 precludes either party from disclosing Confidential Information when and as required by law. Further, if there is a conflict between this Section 5.2 and the Student Data Privacy and Protection Addendum, the Student Data Privacy and Protection Addendum will control with respect to that conflict.

6. **Representations and Warranties.**

6.1. **By Both Parties.** Each party hereby represents and warrants to the other party that it: (a) has the power and authority to enter into this Agreement and is permitted by applicable law and regulations to enter into this Agreement; and (b) will comply with all applicable laws in the performance of its obligations under this Agreement, including those laws identified in the Student Data Privacy and Protection Addendum.

6.2. **By Apex Learning.** Apex Learning further represents and warrants that Client Users' access to and use of the Apex Curriculum as described in this Agreement will not infringe any third-party copyright.

6.3. **WARRANTY DISCLAIMER.** EXCEPT AS SET FORTH IN SECTION 6.2, APEX LEARNING DISCLAIMS ANY AND ALL WARRANTIES, CONDITIONS, AND DUTIES OF ANY KIND (IF ANY), EXPRESS, IMPLIED, OR STATUTORY WITH RESPECT TO THE APEX CURRICULUM, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY, OF FITNESS FOR ANY PARTICULAR PURPOSE. EXCEPT AS SET FORTH IN SECTION 6.2, THERE IS NO WARRANTY OF NON-INFRINGEMENT OR TITLE.

7. **Indemnity.**

7.1. **Duty to Indemnify.** Subject, in the case of Client, to any applicable laws restricting Client's ability to provide the indemnification described in this Section 7, each party will indemnify, defend, and hold the other party and its officers, employees, and agents harmless from any and all actions, causes of action, claims, demands, costs, liabilities, expenses and damages arising out of or in connection with any breach or alleged breach of any representation or warranty set forth in Section 6.

7.2. **Procedure.** If an action is brought for which indemnity is sought under this Section 7, the party seeking indemnity will send reasonably prompt written notice to the other party specifying the nature of the action and the total damages or other relief sought and will permit the indemnifying party to answer and defend such claim. The party seeking indemnity will provide the indemnifying party with such information and assistance as is reasonably necessary to assist the indemnifying party, at the indemnifying party's expense, in defending any such action. The party seeking indemnity reserves the right to employ separate counsel and participate in the defense at its expense. The indemnifying party will not be responsible for any settlement made by the party seeking indemnity without the indemnifying party's written consent, which will not be unreasonably withheld or delayed, nor will the indemnifying party settle any claim under this Section 7 without first obtaining the written consent of the party seeking indemnity, which will not be unreasonably withheld or delayed.

8. **EXCLUSION OF CERTAIN DAMAGES & LIMITATION ON LIABILITY.**

8.1. **EXCLUSION OF CERTAIN DAMAGES.** NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR IF SUCH POSSIBILITY WAS REASONABLY FORESEEABLE.

- 8.2. **LIMITATION ON LIABILITY.** IN NO EVENT WILL APEX LEARNING'S TOTAL AGGREGATE LIABILITY FOR ALL CLAIMS ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT EXCEED THE TOTAL AMOUNTS ACTUALLY PAID BY CLIENT TO APEX LEARNING UNDER THIS AGREEMENT.
- 8.3. **APPLICATION.** THE EXCLUSION OF DAMAGES AND LIMITATION ON LIABILITY IN THIS SECTION 8 SHALL APPLY REGARDLESS OF THE FORM OR CAUSE OF ACTION OR THE ALLEGED BASIS OF ANY CLAIM AND EVEN IF THE REMEDIES OTHERWISE PROVIDED UNDER THIS AGREEMENT AT LAW OR IN EQUITY FAIL OF THEIR ESSENTIAL PURPOSE.

9. **Term and Termination.**

- 9.1. **Term.** This Agreement shall commence on the Effective Date and continue through August 20, 2022, unless earlier terminated as provided in this Section 9.
- 9.2. **Termination.** Either party may suspend performance or terminate this Agreement immediately upon written notice to the other party at any time if the other party is in material breach of any provision of this Agreement and has failed to cure that breach within thirty (30) days after receipt of written notice thereof. Without limiting the foregoing, Apex Learning may suspend performance or terminate this Agreement immediately upon written notice to Client if Client is thirty (30) days overdue on any payment due to Apex Learning under this Agreement.
- 9.3. **Effect of Expiration/Termination.** Upon the expiration or termination of this Agreement, all access to the Apex Curriculum will promptly cease, and Client will immediately pay all amounts due to Apex Learning up to the date of expiration/termination. The following Sections will survive the expiration or termination of this Agreement: Sections 4 (with respect to amounts due and owing upon expiration/termination), 5, 6, 7, 8, 9.3, and 10, as well as applicable provisions of Exhibit D.

10. **Miscellaneous.**

- 10.1. **Relationship of Parties.** Client and Apex Learning are independent contractors with respect to one another, and nothing in this Agreement will be interpreted to create any agency, joint venture, employment or partnership relationship.
- 10.2. **Force Majeure.** For a reasonable time period, Apex Learning will be excused from delay, breach of this Agreement, or failure in performance under this Agreement due to causes beyond Apex Learning's reasonable control including without limitation, acts of God, government action, strikes, acts of public enemies, civil disturbance or riots, war, national emergency, floods, power outages, telecommunications failures, fires, earthquakes, storms, or other similar causes.
- 10.3. **Notices.** Any notices given under this Agreement shall be delivered in writing either by messenger or overnight delivery service, with a confirmation of delivery, and addressed to Apex Learning or Client at the address stated in the table below, and shall be deemed to have been given on the day when received by the party to whom the notice is given.

	Apex Learning Contact	Client Contact
Individual Name and/or Title	Manager, Contracts	Dr. Kelly King
Organization	Apex Learning Inc.	Glendale Unified School District
Address	1215 Fourth Avenue, Suite 1500	223 North Jackson Street
City, State, Zip	Seattle, WA 98161	Glendale, CA 91206-4334
Phone	206-381-5600	818-241-3111

- 10.4. **Assignment.** Neither party will assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other party. Notwithstanding the immediately preceding sentence, either party may assign this Agreement without the other party's prior written consent as part of a merger, acquisition or a sale or

transfer of a majority of the assigning party's assets. This Agreement will be binding upon, enforceable by, and inure to the benefit of the parties and their respective successors and permitted assignees.

- 10.5. **Waiver/Severability.** No provision of this Agreement will be deemed waived unless the waiver is in writing and signed by the waiving party, and no such waiver will constitute a waiver of any other provision(s) or of the same provision on another occasion. If any term of this Agreement is found by a court of competent jurisdiction to be in whole or in part unenforceable, then such unenforceable term or portion thereof will be deemed superseded by a valid, enforceable provision that most closely matches the intent of the original provision and the allocation of risk among the parties reflected in the original provision, and the remainder of this Agreement shall continue in effect.
- 10.6. **Governing Law/Attorneys' Fees.** This Agreement will be governed by and construed under the laws of the State of California (except to the extent federal law is controlling on the subject matter), without regard to its conflict of laws provisions. In any action to enforce any right or remedy under this Agreement or to interpret any provision of this Agreement, the prevailing party will be entitled to recover its costs, including reasonable attorneys' fees.
- 10.7. **No Third-Party Beneficiaries.** This Agreement is for the benefit of, and shall be enforceable by, the parties only. This Agreement is not intended to confer any right or benefit on any third party. No action may be commenced or prosecuted against a party by any third party claiming as a third-party beneficiary of this Agreement.
- 10.8. **Entire Agreement.** This Agreement, including without limitation all Exhibits attached hereto, constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements, oral or written, regarding such subject matter. Changes, modifications or waivers to this Agreement must be in writing and signed by both parties.
- 10.9. **Execution in Counterparts/Electronic Signatures.** This Agreement may be executed in any number of separate counterparts, each of which together shall constitute a single agreement, but each together shall constitute one and the same instrument. Each party agrees that it will not contest the validity of the execution of this Agreement solely on the basis of the exchange of signed counterparts in .pdf format or the use of a mutually agreed-upon electronic signature process. Any copy of this Agreement electronically signed by both parties pursuant to any such mutually-agreed electronic signature process will be deemed to be an original.

IN WITNESS WHEREOF, the authorized representatives of Apex Learning and Client identified in the signature block below agree to the terms and conditions set forth in this Agreement.

Apex Learning Inc.

Glendale Unified School District

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A
Digital Curriculum Solutions

1. *Apex Curriculum:*

- **Courses:** 305 Courses unlimited enrollment subscriptions from August 21, 2021 through August 20, 2022. Courses subscriptions do not include access to Technology Courses.

Price: \$38,125.00

Each unlimited enrollment subscription provides access for one student enrolled in any number of Courses at the same time. If a student completes or withdraws from all Courses in which he or she is enrolled, the subscription may be reused to enroll another student in any number of Courses. The number of students enrolled at the same time may not exceed the number of subscriptions purchased. Client may purchase additional subscriptions for access through August 20, 2022 at \$125.00 per subscription.

Total Price: \$38,125.00

EXHIBIT B
Invoice Schedule

Apex Learning will invoice Client in the amount of \$38,125.00 on execution of this Agreement by both parties.

EXHIBIT C

User Support

1. **General.** Apex Learning will provide Client Users with support via a toll-free phone number (for U.S. calls only), online chat and/or email. Phone support will be available from Apex Learning Monday–Friday from 5:00 a.m. to 7:00 p.m. Pacific Time. Apex Learning will give Client Users notice of any intermittent or seasonal changes to the phone support schedule by posting an announcement on the Apex Learning website through which Client Users access the Apex Curriculum and/or by a voicemail greeting.
2. **Disclaimer.** Apex Learning’s ability to support Client Users with respect to the Apex Curriculum depends on Client (a) providing Apex Learning with prompt notice if Client becomes aware of any problem that affects the ability of Client Users to access and/or use the Apex Curriculum, (b) cooperating in a timely manner with Apex Learning’s efforts to diagnose the source of problems, (c) making available to Apex Learning appropriate staff and system information for resolving issues as they may arise, and (d) implementing reasonable technical solutions suggested by Apex Learning in a timely manner. In addition, Apex Learning is not responsible for Client User problems that stem from Client’s Internet connection, any Client or third-party hardware or software, or Client’s own network.

EXHIBIT D

Student Data Privacy and Protection Addendum California Education Code Section 49073.1 (AB No. 1584)

A. DEFINITIONS. The following terms will have the following meanings for purposes of this Addendum:

1. **“Deidentified Information”** means information that cannot be used to identify an individual Client student.
2. **“Eligible Pupil”** means a Client student who has reached 18 years of age.
3. **“Pupil-Generated Content”** means materials created by a Client student, including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, and account information that enables ongoing ownership of Client student content. **“Pupil-Generated Content”** does not include Client student responses to a standardized assessment where Client student possession and control would jeopardize the validity and reliability of that assessment.
4. **“Pupil Records”** mean both of the following:
 - a. Any information directly related to a Client student that is maintained by Client, and
 - b. Any information acquired directly from a Client student through the use of Apex Curriculum assigned to the Client student by a teacher or other Client employee.

“Pupil Records” do not mean any of the following:

- a. Deidentified Information, including aggregated deidentified information, used by Apex Learning to improve educational products for adaptive learning purposes and for customizing student learning,
- b. Deidentified Information, including aggregated deidentified information, used to demonstrate the effectiveness of Apex Learning’s products in the marketing of those products, or
- c. Deidentified Information, including aggregated deidentified information, used for the development and improvement of educational sites, services, or applications.

B. ADDITIONAL TERMS REGARDING PUPIL RECORDS/PUPIL-GENERATED CONTENT

1. Pupil Records obtained by Apex Learning under this Agreement are and will continue to be the property of and under the control of Client.
2. Notwithstanding Section 1 above, Client students may retain possession and control of their own Pupil-Generated Content created using the Apex Curriculum as follows:

Students may retain a copy of each item of Pupil-Generated Content as it is generated (*e.g.*, by making a digital or hard copy).

3. Apex Learning will not use any information in any Pupil Record for any purpose other than those purposes required or specifically permitted by this Agreement. For clarification, these purposes include use of Pupil Records as reasonably necessary for Apex Learning to provide the Apex Curriculum and related services and support to Client and Client students under this Agreement.

4. A parent, legal guardian or Eligible Pupil may review personally identifiable information in a Client student's Pupil Records and correct erroneous information as follows:

Client students have access to their Pupil Records through their access to the Apex Curriculum. A parent, legal guardian or Eligible Pupil may contact Client to request a correction to erroneous personally identifiable information and Apex Learning will make such changes as directed by Client.

5. Apex Learning takes the following actions to protect the security and confidentiality of Pupil Records:

Pupil Records will be stored in electronic memory (on servers or other computers) operated and maintained by or on behalf of Apex Learning in the United States. The measures that Apex Learning will take to protect the security and confidentiality of Pupil Records containing personally identifiable Client student information while it is stored in that manner include, but are not necessarily limited to: encryption to protect personally identifiable information while in motion or at rest; restricted physical access to the servers/computers; software-based solutions intended to prohibit unauthorized entry such as regularly updated virus scans, firewalls, and use of passwords; and administrative controls such as selective user access rights, and including the designation and training of responsible individuals.

6. In the event of an unauthorized disclosure of a Client student's Pupil Records, the following procedures will be followed for notifying the parent, legal guardian or Eligible Pupil:

Apex Learning shall notify Client without unreasonable delay of any breach of security resulting in an unauthorized release of a Client student's personally identifiable information in a Pupil Record, by Apex Learning or its assignees in violation of applicable state or federal law.

7. Apex Learning certifies that Pupil Records will not be retained or available to Apex Learning upon completion of the terms of this Agreement. This certification will be enforced as follows:

As a term of this Agreement, the parties agree that following the expiration or termination of this Agreement, Apex Learning will store Pupil Records for renewed access by Client (*i.e.*, by way of renewal of this Agreement or execution of a subsequent Agreement with Apex Learning) until such time as Client provides written notice to Apex Learning that Client no longer wishes to have Apex Learning provide such ongoing storage. Within a reasonable time period following receipt of any such written notice from Client, Apex Learning will deidentify all such Pupil Records (*i.e.*, modify Pupil Records so that they cannot be used to identify an individual Client student and therefore no longer qualify as "Pupil Records").

8. Client agrees to work with Apex Learning to ensure compliance with the federal Family Educational Rights and Privacy Act (if applicable) pursuant to procedures agreed upon by the parties.
9. Apex Learning is prohibited from using personally identifiable information in Pupil Records to engage in targeted advertising.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 13

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning

SUBJECT: Approval of Google Enterprise Suite Contract Renewal

The Superintendent recommends that the Board of Education approve the renewal of a contract with Google in the amount of \$31,200 to provide continued access to the Google Enterprise Suite including Google Originality Reports.

For the transition to distance learning, teachers were surveyed to identify the key tools needed to provide a robust educational experience for students. The majority of the tools selected and purchased for the 2020-2021 school year are also effective tools in a blended learning model where teachers effectively use technology tools to accelerate student learning in the classroom. This transition is an opportunity to build on the skills and resources adopted during distance learning and apply them to in-person instructional best practices to maximize learning. Incorporating instructional technology with in-person instruction can lead to a blended learning model that facilitates:

- Differentiated supports for equitable access
- Actionable feedback to students
- Effective questioning to facilitate higher order thinking
- Student engagement and collaboration
- Highly rigorous learning opportunities

The Teaching and Learning; Innovation, Instruction, Assessment and Accountability; and Education Technology and Information Services departments collaborated to identify the technology tools that are consistently used and will continue to support student learning in a blended learning model.

The Google Enterprise Suite, which includes Google Classroom Originality Reports, is a widely used tool to support instruction that will continue to be widely used during in-person instruction and in a blended learning model. Google Classroom Originality Reports is a

tool to help teachers identify plagiarism and it requires upgrading Google Classroom to G Suite Enterprise. The tool also helps students in developing their writing skills.

The total cost for a one-year renewal is \$31,200, which may be funded with COVID-19 funds as it will contribute to the acceleration of learning in a blended learning format.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

QUOTE CONFIRMATION



DEAR ROMER GANIRON,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MBZV741	4/22/2021	GSFE RENEWAL 9/3/21	0929958	\$31,200.00

QUOTE DETAILS					
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE	
GOOGLE APPS ENTERPRISE FTE 12M EDU Mfg. Part#: GAPPS-ENT-FTE-12MO-EDU Electronic distribution - NO MEDIA Contract: MARKET	1300	6172512	\$24.00	\$31,200.00	
G Suite by Google Cloud Enterprise for Education - subscription license (1 Mfg. Part#: GAPPS-ENT-1USER-12MO-EDU Electronic distribution - NO MEDIA Contract: MARKET	13000	6172514	\$0.00	\$0.00	

PURCHASER BILLING INFO		SUBTOTAL	\$31,200.00
Billing Address: GLENDALE UNIFIED SCHOOL DISTRICT ACCOUNTS PAYABLE 223 N JACKSON ST GLENDALE, CA 91206-4380 Phone: (818) 241-3111 Payment Terms: NET 30 Days-Govt/Ed		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$31,200.00
		DELIVER TO Shipping Address: GLENDALE UNIFIED SCHOOL DIST. WAREHOUSE 361 MAGNOLIA AVE GLENDALE, CA 91204-2527 Shipping Method: ELECTRONIC DISTRIBUTION	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Charleen Chu (866) 339-5678 charchu@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$31,200.00	\$843.96/Month	\$31,200.00	\$972.50/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.

- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 14

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning

SUBJECT: Approval of Screencastify Contract Renewal

The Superintendent recommends that the Board of Education approve the renewal of the contract with Screencastify in the amount of \$26,200 to provide access to screen recording tools that would support a flipped classroom or blended learning approach to instruction.

For the transition to distance learning, teachers were surveyed to identify the key tools needed to provide a robust educational experience for students. The majority of the tools selected and purchased for the 2020-2021 school year are also effective tools in a blended learning model where teachers effectively use technology tools to accelerate student learning in the classroom. This transition is an opportunity to build on the skills and resources adopted during distance learning and apply them to in-person instructional best practices to maximize learning. Incorporating instructional technology with in-person instruction can lead to a blended learning model that facilitates:

- Differentiated supports for equitable access
- Actionable feedback to students
- Effective questioning to facilitate higher order thinking
- Student engagement and collaboration
- Highly rigorous learning opportunities

The Teaching and Learning; Innovation, Instruction, Assessment & Accountability; and Education Technology and Information Services departments collaborated to identify the technology tools that are consistently used and will continue to support student learning in a blended learning model.

Screencastify is a widely used tool to support instruction that will continue to be widely used during in-person instruction and in a blended learning model. Screencastify enables teachers to record lessons from their screen while narrating and annotating on the screen

with tools such as the mouse spotlight to keep students focused. Many teachers will opt to use a flipped classroom approach making Screencastify a necessary tool in a blended learning model.

The total cost for a one-year renewal is \$26,200, which may be paid with COVID-19 funds as it will contribute to the acceleration of learning in a blended learning format.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.



Quote number: 125547
Quote created: Apr 15, 2021
Quote expires: May 15, 2021

Term start date: Aug 17, 2021
Schools included: 34

Prepared for:
Doug Laing
Glendale Unified Schools
dlaing@gusd.net

Prepared by:
Screencastify, LLC
222 W Merchandise Mart Plaza, #1212
Chicago, IL 60654
joy@screencastify.com

Quantity	Product	Price
1	Record Unlimited District Plan	\$13,100
1	Edit Unlimited District Plan	\$13,100

Subscription subtotal: \$26,200
Annual subscription total: \$26,200
Total due: \$26,200

The Fine Print

The Services provided under this Order are subject to Screencastify's Master Terms and Conditions located at <https://screencastify.com/msa>, which are incorporated herein by reference. The pricing in this quote is valid until the Expiry Date listed above. All pricing is in US Dollars. Screencastify will invoice you for the amounts shown in this quote after receiving payment or a purchase order. If you are paying with a purchase order please have your purchasing department email a signed PO referencing this quote to the email above. Offline payments are accepted for orders of \$250 or more. Access to purchased products will be unlocked upon receipt of the signed PO.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 15

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Chris Coulter, Director, Teaching and Learning

SUBJECT: Approval of Seesaw Contract Renewal

The Superintendent recommends that the Board of Education approve the renewal of the contract with Seesaw in the amount of \$23,375 to provide access to digital portfolio and learning management system for grades K-2. Seesaw enables students to publish and curate their work and communicate with the teacher, parents, and peers.

For the transition to distance learning, teachers were surveyed to identify the key tools needed to provide a robust educational experience for students. The majority of the tools selected and purchased for the 2020-2021 school year are also effective tools in a blended learning model where teachers effectively use technology tools to accelerate student learning in the classroom. This transition is an opportunity to build on the skills and resources adopted during distance learning and apply them to in-person instructional best practices to maximize learning. Incorporating instructional technology with in-person instruction can lead to a blended learning model that facilitates:

- Differentiated supports for equitable access
- Actionable feedback to students
- Effective questioning to facilitate higher order thinking
- Student engagement and collaboration
- Highly rigorous learning opportunities

The Teaching and Learning; Innovation, Instruction, Assessment & Accountability; and Education Technology and Information Services departments collaborated to identify the technology tools that are consistently used and will continue to support student learning in a blended learning model.

Seesaw is a widely used tool in grades TK – 2 used to support instruction that will continue to be widely used during in-person instruction and in a blended learning model. Seesaw is

a digital portfolio and learning management system that allows students to publish and curate their work and communicate with the teacher, parents, and peers.

The total cost for a one-year renewal is \$23,375, which may be paid with COVID-19 funds as it will contribute to the acceleration of learning in a blended learning format. Seesaw will be available to teachers in grades TK-3 for the 2021-2022 school year.

TO SUPPORT 2020-2021 BOARD PRIORITY NO. 1: Maximize Student Achievement - Close the digital and equity gap; offer robust distance, hybrid, and in-person learning programs; and address learning loss and improve attendance.

TO SUPPORT 2020-2021 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 parent and family engagement opportunities.



Company Address 180 Montgomery St.
Suite 750
San Francisco, CA 94104
United States

Phone (415) 870-4468

Please send any billing questions to accounting@seesaw.me

Bill To Name Glendale Unified School District

Created Date 4/5/2021

Expiration Date 4/30/2021

Quote Number 00031834

Contract Summary

Contract Start Date 8/1/2021

of Students 5,000.00

Grand Total USD 23,375.00

Contract End Date 7/31/2022

Contract Notes Free PD: If quote is signed before the 4/30/21 expiration date, Glendale Unified will receive a free "Getting Started with Seesaw" asynchronous PD course for up to 100 teachers. The course will be available through 6/30/2022. Primary PD contact: Valerie Sun, vsun@gusd.net

Contract Details

Product	Quantity	Sales Price	Total Price	Invoice Date
Professional Development - Asynchronous	1.00	USD 0.00	USD 0.00	8/1/2021
Seesaw for Schools	5,000.00	USD 5.50	USD 27,500.00	8/1/2021
Volume Discount (5,000 - 9,999)	5,000.00	USD -0.825	USD -4,125.00	8/1/2021

School Admin Contact (e.g. Principal, Director of Instructional Tech, etc.)

Name: _____

Email: _____

Title: _____

Phone: _____

Tech Contact (Who can help set up your school?)

Name: _____

Email: _____

Title: _____

Phone: _____

Billing Contact - Accounts Payable (Who will pay the invoice?)

Name: _____

Email: _____

Title: _____

Phone: _____

School Address

Address: _____

City: _____

State: _____

Zip / Post Code: _____

This contract, including the number of students and amount, is a non-adjustable binding agreement. By signing, your school or district agrees to pay the full amount quoted per the payment schedule above. Please make sure you have proper payment authorization (including a PO # if required) before signing.

Name: _____

Title: _____

Accepted By: _____



PO Number (if required): _____

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 16

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

SUBJECT: **Designation of California Interscholastic Federation Representatives**

The Superintendent recommends that the Board of Education designate the Crescenta Valley High School, Glendale High School, and Hoover High School principals as the voting representatives and a selected assistant principal or athletic director, as an alternate, in all California Interscholastic Federation (CIF) matters for the 2021-2022 school year.

California Interscholastic Federation regulations require that Boards of Education of school districts with member schools must annually designate their voting members. As now structured, each member school is able to cast one vote.

Issues addressed by the CIF through a vote of members include, but are not limited to, redistricting, length of seasons, and sanctioned sports. Since high school principals are prepared to address these issues, it is recommended that they be designated as the voting representatives from the Glendale Unified School District, with alternates assigned for each school. The designated voting representatives are listed below:

High School	Designated Voting Representative	Alternates
Crescenta Valley	Dr. Linda Junge, Principal	Jordan Lessem, Assistant Principal Peter Kim, Athletic Director Dave Mendoza, Athletic Director
Glendale	Dr. Ben Wolf, Principal	Mark Rubio, Assistant Principal Tadeh Mardirosian, Athletic Director Narek Vardanian, Athletic Director
Hoover	Dr. Jennifer Earl, Principal	David Keys, Assistant Principal John VanPatten, Athletic Director

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TO SUPPORT 2020-2021 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 parent and family engagement opportunities.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 17

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

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

PREPARED BY: Dr. Ilin Magran, Director, Student Wellness Services

SUBJECT: **MOU Extension for USC Suzanne Dworak-Peck School of Social Work**

The Superintendent recommends that the Board of Education approve the Memorandum of Understanding Agreement with USC Suzanne Dworak-Peck School of Social Work.

This agreement is between the Glendale Unified School District and USC Suzanne Dworak-Peck School of Social Work to provide field learning experiences for student trainees enrolled in the Master of Social Work program. This agreement becomes effective on May 1, 2021 and remains in force until June 10, 2024. This agreement may be renewed annually upon mutual agreement of the parties.

In accordance with the provisions of Sections 44225 and 44227 of the California Education Code, the Governing Board of any school district is authorized to enter into agreements with the California State Universities and Colleges, the University of California, or any other university or college approved by the Commission on Teacher Credentialing as a teacher education institution to provide teaching experience through practice teaching to students enrolled in teacher education curriculum of such institutions.

TO SUPPORT BOARD PRIORITY NO. 2: Create a Culture of Learning - Support student learning with safe schools and programs that emphasize and increase inclusion, build positive relationships, and continue to enhance opportunities for life-long success.

USC Suzanne Dworak-Peck

School of Social Work

MEMORANDUM OF AGREEMENT
(the “Agreement”)

Between

UNIVERSITY OF SOUTHERN CALIFORNIA, SUZANNE DWORAK-PECK SCHOOL OF
SOCIAL WORK,
and

Glendale Unified School District

223 N. Jackson Street

Located in Glendale

CA /USA

The USC Suzanne Dworak-Peck School of Social Work, University of Southern California (the “School”), designates Glendale Unified School District (the “Agency”) as a School approved setting for instruction in the School’s program of education for social work. The School and the Agency commit themselves to cooperative efforts, as described below, in provision of supervised educational field experiences for students. This agreement becomes effective on **May 1st, 2021** and remains in force until **June 10, 2024**. This agreement may be renewed annually upon mutual agreement of the parties.

THE SCHOOL AGREES TO:

- Work cooperatively with the Agency in designing appropriate field learning experiences to meet the objectives of the School’s field education program.
- Select and/or recommend for placement at the Agency students who appear to be most appropriate. It is understood that the Agency will have the opportunity to meet the students before placement begins.
- Provide on-line access to the School’s field manual plus other pertinent instructional material, such as: academic calendar, course outlines, field bulletins, evaluation guidelines, periodic updates.
- Keep Agency and Field Instructors informed about School activities and plans affecting field education.
- Provide opportunities for Agency/Field Instructor participation in relevant School committees and activities.
- Notify students that they are subject, during their educational field experience at Agency, to applicable Agency regulations and that they must conform to the same standards as are set for Agency’s employees in matters relating to the welfare of clients or patients and general Agency operation.
- The School requires that student interns obtain professional malpractice insurance through a blanket policy secured by the School, before beginning their field placement experience. The coverage liability limits are \$1,000,000 each claim, and \$3,000,000 aggregate.

THE AGENCY AGREES TO:

- Adhere to the goals of the School as presented in its field education manual except in any circumstances wherein a said goal conflicts with Agency's stated policy, rule, or procedure.
- Accept and treat the student's primary role as a learner and the field placement assignment as an educational experience. This includes the following:
 - a) permitting the student to receive needed support, assistance and instruction;
 - b) making available to the student appropriate cases and learning activities; and
 - c) permitting the student to participate in staff development and other training opportunities.
- Provide the student with the resources necessary to carry out assigned educational and service tasks, including the following:
 - a) space that is sufficiently private for carrying on independent work and activity;
 - b) clerical service and supplies for records and reports produced for the agency; and
 - c) access to client and Agency records as appropriate to assigned tasks.
- Provide qualified staff as Field Instructors for the student, subject to approval by the School.
- Assure that the Field Education Liaison is advised of policy and service changes and developments which may affect student learning or the School's curriculum.
- Provide for reimbursement of all student travel expenses on Agency business that has approval of Field Instructor.
- Provide the student with information available to its employees regarding personal safety, when carrying out agency related assignments.
- Provide the student with copies of harassment (including sexual harassment) and protected-class discrimination policies and reporting procedures that Agency has in place.
- Provide students with the name and contact information of personnel that Agency has designated for reporting harassment and protected-class discrimination in the workplace.
- Provide the student and the School with results of harassment and protected-class investigations, including the identity of the alleged respondent(s) and all disciplinary or remedial actions.

The Agency signatory is authorized by the Agency to sign for the agency and acknowledges having read and understood all of the terms and provisions of the Agreement, including the reverse side hereof, and agrees to be bound by all the terms and provisions contained herein upon the execution of this Agreement

UNIVERSITY OF SOUTHERN
CALIFORNIA

Glendale Unified School District

By: _____

By: _____

Print
Name: _____

Print
Name: Darneika Watson, Ph.D.

Title: _____

Title: Chief Human Resources/Operations
Officer

Date: _____

Date: 5/5/2021

USC SUZANNE DWORAK-PECK SCHOOL OF SOCIAL WORK

By: _____

Ruth A. Supranovich, Ed.D., LCSW
Director, Field Education

TERMS AND CONDITIONS

1) Coordination of Program. The parties shall use best efforts to establish the educational objectives for the program, devise methods for its implementation, and continually evaluate to determine the effectiveness of the clinical experience.

2) Students Not School Employees. The parties hereto agree that the School's students are fulfilling specific requirements for clinical experiences as part of a degree requirement and, therefore, the School's students are not to be considered employees or agents of either the School or the Agency for any purpose, including Worker's Compensation or employee benefit programs.

3) Insurance. Each party to this Agreement shall provide and maintain, at its own expense, a program of insurance covering its activities and operations hereunder. Such program of insurance shall include, but not be limited to, comprehensive general liability and professional liability with reasonable minimum coverage common in the relevant industry. Upon written request, either party shall provide the other with a certificate evidencing such coverage.

4) Termination. This Agreement may be terminated by either party with or without cause upon ninety (90) days written notice, provided that all students currently enrolled in the program at the time of notice of termination shall be given the opportunity to complete the program.

5) Arbitration. All controversies, claims and disputes arising in connection with this Agreement shall be settled by mutual consultation between the parties in good faith as promptly as possible, but failing an amicable settlement shall be settled finally by arbitration in accordance with the provisions of this Section. Such arbitration shall be conducted in Los Angeles, California, in accordance with the Commercial Arbitration Rules of the American Arbitration Association ("AAA"). The parties hereto hereby agree that the arbitration procedure provided for herein shall be the sole and exclusive method of resolving any and all of the aforesaid controversies, claims or disputes. The costs and expenses of the arbitration, including without limitation attorneys' fees, shall be borne by the parties in the manner determined by the arbitrator.

6) No Agency. Both parties acknowledge that they are independent contractors, and nothing contained herein shall be deemed to create an agency, joint venture, franchise, or partnership relation between the parties.

7) Assignment. Neither party hereto shall have the right, directly or indirectly, to assign, transfer, convey or encumber any of its rights under this Agreement without the prior written consent of the other party. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties.

8) Governing Law. This Agreement shall be construed in accordance with and all disputes hereunder shall be governed by the laws of the State of California.

9) Counterparts. This agreement may be executed in one or more counterpart copies. Each counterpart copy shall constitute an agreement and all of the counterpart copies shall constitute one fully executed agreement. This Agreement may be executed on facsimile counterparts.

10) Entire Agreement. This Agreement fully supersedes any and all prior agreements or understandings between the parties hereto or any of their respective affiliates with respect to the subject matter hereof, and no change in, modification of or addition, amendment or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.

11) Patient Privacy. The parties hereto affirm their commitment to comply with federal and state law regarding the use and disclosure of protected health information. Each party agrees to comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320d through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder including without limitation the federal privacy regulations as contained in 45 CFR Part 164 (the "Federal Security Regulations"). Each party will promptly report to the other any use of disclosure in violation of HIPAA, the Federal Privacy Regulations, or the Federal Security Regulations of a patient's Protected Health Information which was previously disclosed to that party under this Agreement.

12) LIMITATION ON LIABILITY. To the maximum extent permitted by law, in no event will either party be responsible for any incidental damages, consequential damages, exemplary damages of any kind, lost goodwill, lost profits, lost business and/or any indirect economic damages whatsoever regardless of whether such damages arise from claims based upon contract, negligence, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, and regardless of whether a party was advised or had reason to know of the possibility of incurring such damages in advance.

GLENDALE UNIFIED SCHOOL DISTRICT

May 4, 2021

CONSENT CALENDAR NO. 18

TO: Board of Education

FROM: Dr. Vivian Ekchian, Superintendent

SUBMITTED BY: Stephen Dickinson, Chief Business and Financial Officer

SUBJECT: **Authorization to Dispose of Surplus Property**

The Superintendent recommends that the Board of Education declare furniture items located at Equity, Access & Family Engagement Department as obsolete and surplus, and authorize disposal in the most cost efficient and environmentally responsible manner.

TO SUPPORT 2020-2021 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 4, 2021

CONSENT CALENDAR NO. 19

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. Ben and Margaret Barker wish to donate to the District \$500.00 to purchase library books for use at Fremont Elementary School.
- b. Make Keppel Special wishes to donate to the District \$1,650.00 to fund a Master Class Workshop for students at Mark Keppel Elementary.
- c. Diana Hernandez on behalf of Glendale High School Administrators wishes to donate to the District through the Equity, Access and Family Engagement Department \$350.00 to pay for operating services to support the Adelante Latinos Ceremony
- d. Lleralinda Lopez and Steve Villanueva wish to donate to the District Lysol disinfecting products valued at \$293.97 for use at Columbus Elementary School.
- e. Lena Kortoshian on behalf of Clark Magnet High School Administrators wishes to donate to the District through the Equity, Access and Family Engagement Department \$50.00 to pay for operating services to support the Adelante Latinos Ceremony.